



Trustees' Annual Report for the period

Period start date				Period end date			
From	1	January	2020	To	31	December	2020

Section A Reference and administration details

Charity name

Hartford Civic Society

Registered charity number 1171256

Charity's principal address

c/o Honorary Secretary, 'White House'

23 Walnut Lane, Hartford, Northwich

Postcode

CW8 1QN

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Tracey Abbott			Elected by Membership
2	David Barr	Treasurer		Elected by Membership
3	Brian Evans			Elected by Membership
4	Margaret Gent			Elected by Membership
5	Patricia Hatfield			Elected by Membership
6	Rita Hollens			Elected by Membership
7	Patricia Parkes			Elected by Membership
8	Michael Pinchien			Elected by Membership
9	John Swaffield	Secretary		Elected by Membership
10	John Szostek	Chair		Elected by Membership
11	Geoffrey Wilde			Elected by Membership

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document Constitution

How the charity is constituted Charitable Incorporated Organisation (CIO)

Trustee selection methods Elected by Members at the AGM, interim appointed by Trustees/Members.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

In the Parish of Hartford:

- i. to promote high standards of planning and architecture,
- ii. to educate the public in the geography, history, natural history and architecture of the area,
- iii. to secure the preservation, protection, development and improvement of the environment and sites of features of historic or public interest in the area,
- iv. to provide recreational facilities and/or events for the public and
- v. to procure the maintenance, improvement or provision of public amenities.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Covid-19 precautions limited our activities that were planned for the year and the ability for our Trustees to meet, but we can report positively on the following:

1. Providing and maintaining colourful spring and autumn floral displays,
2. Organising 5 litter picks, renewing and sanitising our equipment and lending the litter pick equipment out to individuals for ad-hoc picks,
3. Contributed to the Parish Council's "Walk, Ride and Thrive" strategy, and successfully applying for five "Assets of Community Value",
4. Lodged objections to planning applications considered inappropriate for the village, consistent with made policies in the Hartford Neighbourhood Plan,
5. Informed our Members with two hand-delivered newsletters, plus additional emails, and sharing information with all, via blogs and new pages on our website, which now includes our previous newsletter articles,
6. Invited all Members to take part in a telephone befriending scheme. Fourteen individuals were linked, thus helping social contact.
7. Produced and sold a well-received calendar covering Hartford's history, together with a sheet of historical notes.
8. Launched our 2021 competition "Hartford Past in one hundred words",
9. Prepared a tri-fold information sheet, which will be delivered to all residents in 2021, encouraging them to walk and visit the locations of our blue plaques

Most of the above activities benefited local residents, not just our Members. The charity's trustees had regard to the Commission's public benefit guidance when choosing its projects.

Section D

Achievements and performance

Summary of the main achievements of the charity during the period.

The list of public benefit projects listed above is evidence of our continued achievements.

Section E

Financial review

Brief statement of the charity's policy on reserves

The charity has a policy to keep £5,000 as a reserve for unplanned activity such as fighting inappropriate planning decisions. It aims to spend funds above this figure, after paying its running costs, on projects that meet its charitable aims.

Further financial review details (Optional information)

You **may choose** to include:

- the charity's principal sources of funds;

The CIO received membership fees during the year of £2,095 from existing and new members, on which it was able to claim £416 Gift Aid. In addition, it generated a net income of £686 from running a lottery and it received £37 from donations. Its biggest item of income was £30,000 from a single legacy. It will continue to apply these funds to achieve its charitable objects. The aim of producing the calendar for sale, was to promote the Society. Our surplus over costs on merchandise was £228.

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)




Full name(s)

John Anthony Szostek

David Christopher Barr

Position

Chair

Treasurer

Date

18th January, 2021

HARTFORD CIVIC SOCIETY

Charity Commission Registered Number 1171256

Receipts and Payments Account for Year ending 31 December 2020

	Note	Current Year	Previous Year
Receipts		£	£
Subscriptions	1	2,095	2,262
Legacy	2	30,000	0
Donations		37	54
Gift Aid Refund	3	416	438
Interest		7	20
Lottery Income	5	1,426	1,369
Sale of Calendars	5	737	626
Sale of Coach Trips	5	0	1,447
Overpayments		19	45
		-----	-----
Total Receipts		34,737	6,261
		-----	-----
Payments			
Communications Cost		68	137
Meeting Expenses		0	203
Insurance		99	285
Civic Voice		0	500
Charitable Expenditure	4	608	4,555
Lottery Prizes & costs	5	740	710
Cost of Calendars	5	510	385
Cost of Coach Trips	5	0	1,702
		-----	-----
Total Payments		2,025	8,477
		=====	=====
Net Receipts less Payments		32,712	-2,216
		=====	=====
 Balance Sheet as at 31st December 2019		£	£
Barclays Bank - 10 day Notice account		8,181	10,161
Community account		951	1,187
		-----	-----
		9,132	11,348
 Surplus/ -Deficit		32,712	-2,216
		-----	-----
Net Worth at 1st January 2020		41,844	9,132
		=====	=====
 Balance Sheet as at 31st December 2020			
Barclays Bank - 10 day Notice account		38,188	8,181
Community account		3,656	951
		-----	-----
Net Worth at 31st December 2020		41,844	9,132
		=====	=====

David Barr CA

Hon Treasurer, 11 January 2021

HARTFORD CIVIC SOCIETY

Charity Commission registered number 1171256

Receipts and Payments Account for the Year ended 31st December 2020

Notes to the Accounts

These Accounts are prepared on the Receipts and Payment basis allowed for small charities.

1. Membership: Subscriptions of £2,095 represent 385 Adult and 8 Junior members in 232 households. Previous period: £2,262, representing 415 Adult and 12 Junior members in 247 households.
2. Legacy: The late Mr George Cain, a member, has left the Society a substantial legacy for use at its discretion. During this year, instalments of £30,000 have been received. The value of the remainder will not be known until the estate has been wound up.
3. Gift Aid: Claiming Gift Aid as a CIO has depended on receiving new declarations from Members. The sum of £416 in these accounts partly covers 4 years. We expect to receive more declarations and our next claim will therefore cover more than the 2021 income stream as members sign up retrospectively.

4. Charitable Expenditure

	2020	2019
	£	£
HCS Share of Redrow Appeal Costs	0	3,877
Upkeep of plants & bulb plantings	294	638
Display Equipment	214	0
Litter Picking Safety Equipment	60	0
Competition Prizes etc	40	40
	-----	-----
	608	4,555
	=====	=====

5. Lottery, Calendar and Coach Trip

	Current Year - 2020			2019
	Cost	Sales	Surplus	Surplus
	£	£	/-Loss £	/-Loss £
Lottery	740	1,426	686	650
Calendar 2018	0	0	0	111
Calendar 2019	510	737	227	130
Coach Trips - 2020	1,537	1,447	-90	-90
Coach Trips - 2021	0	0	0	-165
	-----	-----	-----	-----
	2,787	3,610	823	636
	=====	=====	=====	=====

The loss of £165 in last year's accounts under "Coach Trips - 2021" was a deposit for the planned May 2021 coach trip to Lichfield which had to be postponed. It is expected that it will be valid against future Coach Trips.

6. Voluntary Time

Members and Trustees have been limited in their time on Society business by lockdowns. We estimate that a fair assessment is 50% of the previous year - 350 hours, valued at £3,500. (2019 - 700 hours worth £7,000).

7. Liabilities

There were no liabilities outstanding at the period end.



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Hartford Civic Society

**On accounts for the year
ended**

31st December 2020

**Charity no
(if any)**

1171256

Set out on pages

1 and 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2020.

**Responsibilities and
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

** Please delete the words in the brackets if they do not apply.*

Signed:

[Redacted Signature]

Date:

09/02/2021

Name:

Rachel Sterry

**Relevant professional
qualification(s) or body
(if any):**

ICB Diploma in Manual Bookkeeping

Address:

2 Booth Road, Hartford, Northwich, CW8 1RB

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

N/A