



Trustees' Annual Report for the period

Period start date		Period end date	
From	1 January 2024	To	31 December 2024

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	David Barr	Treasurer		Elected by Membership
2	Brian Evans			Elected by Membership
3	Margaret Gent		Until 24 April 2024	Elected by Membership
4	Rita Hollens			Elected by Membership
5	Jo Mitton			Elected by Membership
6	Patricia Parkes			Elected by Membership
7	Michael Pinchien			Elected by Membership
8	Jean Pritchett			Elected by Membership
9	Michael Sterry			Elected by Membership
10	John Swaffield	Secretary		Elected by Membership
11	John Szostek	Chair		Elected by Membership
12	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:

- to promote high standards of planning and architecture,
- to educate the public in the geography, history, natural history and architecture of the area,
- to secure the preservation, protection, development and improvement of the environment and sites of features of historic or public interest in the area,
- to provide recreational facilities and/or events for the public and
- 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)

Nearly everything we do is for public benefit and not limited to our Members (now referred to as 'Supporters'). The charity's trustees had regard to the Commission's public benefit guidance when choosing its projects, some of which are being delivered early in 2025. Main project expenditure in 2024 was on maintaining the defibrillator and upkeep of our six planters and two hanging baskets. Local residents added and maintained a planter on Hodge Lane, which we licenced and bought using a grant. Repeating the successes of previous years, we organised 8 local walks, 10 well-supported monthly litter picks and two coach trips (Astley Hall and Penrhyn Castle). We are awaiting revised Hartford Parish Council plans for the village clock project; meanwhile we have received back the £6,000 we put towards it in 2023, pending a decision on the new plan. We are working to replace our website with one that is mobile-friendly, secure, and with a modernised logo and which will appeal to a wider audience, whilst continuing with its depth of content. Meanwhile we have promoted our work by supporting the Picnic in the Park and Christmas Fayre events and produced a 2025 Hartford Calendar. We have started work with the Parish Council to update our Neighbourhood Plan, which we jointly produced in 2016.

Section D Achievements and performance

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

The projects listed above is evidence of our continued achievements.

Section E Financial review

Brief statement of the charity's policy on reserves

We have funds well in excess of our £5,000 reserves policy minimum, thanks to a large legacy, received in 2020/2021.

Further financial review details (Optional information)



You may choose to include:

- the charity's principal sources of funds

Subscriptions and their Gift Aid, two one-off grants, bank interest and the lottery surplus contributed to our net income. We aim to break even on our coach trips and our calendars, both organised to promote ourselves and to encourage community engagement in what we do.

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	Michael Sterry
Position	Chair	Acting Treasurer

Date 17th February 2025

HARTFORD CIVIC SOCIETY

Charity Commission Registered Number 1171256

Receipts and Payments Accounts for Year ending 31 December 2024

	Note	Current Year	Previous Year
Income		£	£
Subscriptions	2	2,231	2,259
Donations		178	171
Gift Aid Refund	3	443	494
Grants	4	1,000	0
Interest		805	540
Lottery Income	6	1,416	1,416
Sale of Merchandise	6	828	640
Sale of Coach Trips	6	1,511	1,833
Overpayments		12	25
From HPC re Village Clock	7	6,000	0
		<u>14,424</u>	<u>7,378</u>
Expenditure			
Communications Cost		279	344
Meeting Expenses		230	0
Insurance		134	129
Civic Voice		500	0
Charitable Expenditure	5	2,174	14,889
Lottery Prizes & costs	6	740	740
Cost of Merchandise	6	553	1,194
Cost of Coach Trips	6	1,516	1,695
2023 Overpayment reversed		15	0
		<u>6,141</u>	<u>18,991</u>
-Deficit/Surplus for Year		<u><u>8,283</u></u>	<u><u>-11,613</u></u>

Balance Sheet as at 31st December 2024

Net Worth

At 1 January 2024		53,169	63,282
-Deficit/Surplus for Year		8,283	-11,613
Creditor (agency)	9	0	1,500
At 31 December 2024		<u><u>61,452</u></u>	<u><u>53,169</u></u>

Made up of:

Barclays Bank - Business Premium Account	60,629	52,314
Community Account	824	855
	<u><u>61,452</u></u>	<u><u>53,169</u></u>

Michael Sterry

Acting Treasurer

HARTFORD CIVIC SOCIETY

Charity Commission registered number 1171256

Receipts and Payments Accounts for the Year ended 31st December 2024

Notes to the Accounts

- 1 Accounts: These Accounts are prepared on the Receipts and Payments basis allowed for small charities. All numbers are rounded to the nearest £ - the totals are accurate.
- 2 Supporters: Subscriptions of £2,231 represent 403 Adult and 16 Junior supporters in 245 households, plus 1 corporate supporter. Previous period: £2,259, representing 409 Adult and 13 Junior supporters in 249 households, plus 1 corporate supporter.
- 3 Gift Aid: As a CIO we now have valid declarations from 77% of our supporters.
- 4 Two grants were received: £500 from Cheshire West & Chester for the Hodge Lane Planter and £500 from The Drinking Fountain Association, towards refurbishing our fountain.

5 Charitable Expenditure

	2024	2023
	£	£
Village Clock contribution	0	6,000
Planter purchases	504	4,020
Green Field Pavilion	0	2,250
Hodge Lane Finger Post repaint	0	950
Display Lectern for MALNR	0	708
Upkeep of plants & bulb plantings	829	380
Competition prizes etc	140	240
Royalty Wood plaque	0	200
Walk costs	0	77
Exhibition costs	38	65
Defibrillator	664	0
	<u>2,174</u>	<u>14,889</u>

6 Lottery, Calendar, Hartford I Spy booklet and Coach Trips

	2024	2023		
	Sales	Cost	Surplus/ -Loss	Surplus/ -Loss
	£	£	£	£
Lottery	1,416	740	676	676
Calendar, cards, booklet	828	553	275	-555
Coach trips	1,511	1,516	-5	138
	<u>3,755</u>	<u>2,809</u>	<u>946</u>	<u>260</u>

We aim to cover costs on our merchandising and coach trip activities, not to use them for fundraising. Booklets and cards sold in 2024 had zero cost, having been paid for in prior years.

- 7 In 2023 we contributed £6,000 towards the Queen Elizabeth II memorial clock, which Hartford Parish Council planned for the village. This money has been returned, whilst the plan is being revised.
- 8 Voluntary Time
We estimate that some 700 hours of effort was given by Trustees, Supporters and volunteers, valued at £8,000. (2023, 800 hours, worth £8,300).
- 9 Agency and Liabilities
On occasions, the Society is asked to act as paying agents, with no discretion. In the last two years we have collected stall fees for the Christmas Fayre (£593 in 2023, £855 in 2024), then distributed them to designated local good causes. In 2022/2023 we also acted as agent to fund an arboretum in Royalty Wood. Our 2023 accounts have been amended to follow the SORP recommendation that: '*....the receipt of funds as agent is not recognised as income nor is its distribution recognised as the agent's expenditure*'.