



# Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>To</b>	Period end date		
	Day	Month	Year		Day	Month	Year

## Section A Reference and administration details

<b>Charity name</b>	Pontardawe Heritage & Visitor Centre
<b>Other names charity is known by</b>	n/a
<b>Registered charity number (if any)</b>	1173060
<b>Charity's principal address</b>	Brynamllwg, Graig Llangiwig, Pontardawe. Neath Port Talbot
<b>Postcode</b>	Sa8 4ps

### 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	John Owen Jones	Chair		
2	Meryl Jayne Hunt	Secretary		
3	Jane Carpenter			
4	Micheal Fuller			
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### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

### Name of chief executive or names of senior staff members (Optional information)

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document  
(eg. trust deed, constitution)

Constitution

How the charity is constituted  
(eg. trust, association, company)

Charitable Incorporated Organisation

Trustee selection methods  
(eg. appointed by, elected by)

Every Trustee must be appointed by the existing Charity Trustees

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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## Section C Objectives and activities

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

To advance the education of the public in matters relating to the history, natural environment and social and cultural development of Pontardawe and surrounding areas and their inhabitants.

**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)**

We have a committee of volunteers and trustees who organise all activities and manage the building.

The Trustees have regard to the Charity Commissions public benefit guidance.

The Centre acts as a central 'Visitor Information' point for Tourism in the Swansea Valley, promoting local heritage walks and amenities (Glanrhyd Plantation, Glantawe, the Brecon Beacons, etc). It is a destination attraction for both local residents and visitors from outside the immediate area.

The Centre documents the history of Pontardawe by displaying exhibits and information to educate, promote and preserve the rich and diverse Heritage and Culture of the area. In addition to our permanent displays, we stage monthly exhibitions which are diverse in nature, ranging from Heritage to Arts and Crafts. On average, we receive about 50 impromptu visitors per month.

As well as the more ad hoc usage, the Centre receives more formal, regular use by a number of community groups including a local Astronomy group, a Stitch (needlework) group, Bereavement group and the Me, Myself and I a befriending group. These equate to roughly 300 users. All of these groups are open to receiving new members.

We host regular community events including History Talks, a Crafting week in June and regular Crafting Saturdays. Our contacts within the Arts and crafts community allow a potential route to engagement with the public, enabling local artisans to sell their products in the Center.

The Heritage center in the eyes of the committee is still a developing project and has already served to enhance the lives of visitors numbering in the 1000's.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

## Section D Achievements and performance

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## Achievements and performance

**Summary of the main achievements of the charity during the year**

We have developed into and recognised as a Community Hub

## Section E Financial review

Brief statement of the charity's policy on reserves

We do not have a Reserves Policy

Details of any funds materially in deficit

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

## Section F Other optional information

## 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)

Meryl Jayne Hunt

John Owen Jones

Position (eg Secretary, Chair, etc)

Secretary

Chair

**Date** 12/08/2024

**Pontardawe Heritage & Visitor Centre**  
**1st July 2022 to 30th June 2023**  
**Statement**

Balance in Barclays Bank 30th June 2022 5,594.98

<b>Income</b>		<b>Expenditure</b>	
Grants	12,900.00	Rent	1,875.00
Memberships	66.00	Utilities	5,129.09
Donations	753.08	Insurance	1,532.76
Direct sales	63.76	Displays & exhibitions	66.78
Commission	152.20	Equipment purchase	415.66
Room hire	1,860.98	Misc Costs	70.00
Kitchen sales	20.00	Premises maintenance	10.30
Equipment hire	1,210.00		
Special events	970.00		

17,996.02

Total 23,591.00 Total 9,099.59

Balance as per Barclays Bank 30th June 2023 **£14,491.41**