



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 01/09/22  
Period end date

Period start date To 31/08/23

Charity name: Ditchingham and District Mens Shed

Charity registration number: 1173804

## Objectives and Activities

|                                                                                                                                                                      | SORP reference     |                                                                                                                                                                                                                                                                  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Summary of the purposes of the charity as set out in its governing document                                                                                          | Para 1.17          | <b>A base for members to connect with others while participating in a group, community, or individual projects, in a safe and friendly environment</b>                                                                                                           |
| Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts. | Para 1.17 and 1.19 | <b>Provide a building/workshop and garden for members and other public to attend on a regular basis. Provide repair services for the benefit of Councils, Churches, schools and individuals. Members share skills with each other and provide mutual support</b> |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit                                         | Para 1.18          | <b>All Trustees have read the relevant guidance and use this to ensure the Charity is run in accordance with its Governing Document</b>                                                                                                                          |

## Additional information (optional)

You may choose to include further statements where relevant about:

|                                                                  | SORP reference |            |
|------------------------------------------------------------------|----------------|------------|
| Policy on grant making                                           | Para 1.38      | <b>N/A</b> |
| Policy on social investment including program related investment | Para 1.38      | <b>N/A</b> |
| Contribution made by volunteers                                  | Para 1.38      | <b>N/A</b> |
| Other                                                            |                |            |

|  |  |  |
|--|--|--|
|  |  |  |
|--|--|--|

## Achievements and Performance

|                                                                                                                                                                                                 | SORP reference |                                                                                                                                                                                                                                                                                                                                                                                            |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole. | Para 1.20      | <p>Undertaken house clearances, repaired property to Churches, Schools, Councils and other public places</p> <p>Members have assisted other local charities with their fundraising activities</p> <p>Members benefit from training and learning new skills which has supported their mental health issues</p> <p>Enhancement of kitchen facilities and construction of disabled toilet</p> |

### Additional information (optional)

You may choose to include further statements where relevant about:

|                                                              |           |                                                   |
|--------------------------------------------------------------|-----------|---------------------------------------------------|
| Achievements against objectives set                          | Para 1.41 | <b>Maintain membership and improve facilities</b> |
| Performance of fundraising activities against objectives set | Para 1.41 | <b>Target of £2000 was exceeded</b>               |
| Investment performance against objectives                    | Para 1.41 | <b>N/A</b>                                        |
| Other                                                        |           |                                                   |

## Financial Review

|                                                                                  |           |                                                                                |
|----------------------------------------------------------------------------------|-----------|--------------------------------------------------------------------------------|
| Review of the charity's financial position at the end of the period              | Para 1.21 | <b>Reviewed at AGM, income exceeded expenditure. Audited</b>                   |
| Statement explaining the policy for holding reserves stating why they are held   | Para 1.22 | <b>Reserves held for unforeseen circumstances with buildings and machinery</b> |
| Amount of reserves held                                                          | Para 1.22 | <b>£3000</b>                                                                   |
| Reasons for holding zero reserves                                                | Para 1.22 | <b>N/A</b>                                                                     |
| Details of fund materially in deficit                                            | Para 1.24 | <b>N/A</b>                                                                     |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | <b>None, however, Trustees find the online reporting challenging</b>           |

### Additional information (optional)

You may choose to include further statements where relevant about:

|                                                                                 |           |                                                                              |
|---------------------------------------------------------------------------------|-----------|------------------------------------------------------------------------------|
| The charity's principal sources of funds (including any fundraising)            | Para 1.47 | <b>Members subscription, donations, fetes, sale of items made by members</b> |
| Investment policy and objectives including any social investment policy adopted | Para 1.46 | <b>N/A</b>                                                                   |
| A description of the principal risks facing the charity                         | Para 1.46 | <b>None</b>                                                                  |
| Other                                                                           |           |                                                                              |

## Structure, Governance and Management

|                                                                                                                                                                           |           |                                                                                                                                                           |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|
| Description of charity's trusts:                                                                                                                                          |           |                                                                                                                                                           |
| Type of governing document<br>( <a href="#">trust deed</a> , <a href="#">royal charter</a> )                                                                              | Para 1.25 | <b>Constitution</b>                                                                                                                                       |
| How is the charity constituted?<br>(e.g. <a href="#">unincorporated association</a> , <a href="#">CIO</a> )                                                               | Para 1.25 | <b>CIO</b>                                                                                                                                                |
| Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees | Para 1.25 | <b>3 Trustee posts filled, decided by members at AGM</b><br><br><b>Committee members, including Chair, Secretary and Treasurer, also voted by members</b> |

### Additional information (optional)

You may choose to include further statements where relevant about:

|                                                                                           |           |                                                                                                     |
|-------------------------------------------------------------------------------------------|-----------|-----------------------------------------------------------------------------------------------------|
| Policies and procedures adopted for the induction and training of trustees                | Para 1.51 | <b>Charity has following policies</b><br><b>Equality and diversity.</b><br><b>Health and Safety</b> |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 | <b>N/A</b>                                                                                          |
| Relationship with any related parties                                                     | Para 1.51 | <b>N/A</b>                                                                                          |
| Other                                                                                     |           |                                                                                                     |

## Reference and Administrative details

|                             |                                                       |
|-----------------------------|-------------------------------------------------------|
| Charity name                | Ditchingham and District Mens Shed                    |
| Other name the charity uses | Ditchingham Mens Shed                                 |
| Registered charity number   | 1173804                                               |
| Charity's principal address | Old Harleston Road<br>Earsham<br>Norfolk<br>NR.35 2AF |
|                             |                                                       |

### 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  | Alan Larkin  | Treasurer       | From 14/10/22                     | Members at AGM                                                |
| 2  | Michael Coe  | Chair           | From 14/10/22                     | Members at AGM                                                |
| 3  | Mary Sprake  |                 | From 14/10/22                     | Members at AGM                                                |
| 4  |              |                 |                                   |                                                               |
| 5  |              |                 |                                   |                                                               |
| 6  |              |                 |                                   |                                                               |
| 7  |              |                 |                                   |                                                               |
| 8  |              |                 |                                   |                                                               |
| 9  |              |                 |                                   |                                                               |
| 10 |              |                 |                                   |                                                               |
| 11 |              |                 |                                   |                                                               |
| 12 |              |                 |                                   |                                                               |
| 13 |              |                 |                                   |                                                               |
| 14 |              |                 |                                   |                                                               |
| 15 |              |                 |                                   |                                                               |
| 16 |              |                 |                                   |                                                               |
| 17 |              |                 |                                   |                                                               |
| 18 |              |                 |                                   |                                                               |
| 19 |              |                 |                                   |                                                               |
| 20 |              |                 |                                   |                                                               |

Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

## Funds held as custodian trustees on behalf of others

|                                                                                                                               |  |
|-------------------------------------------------------------------------------------------------------------------------------|--|
| Description of the assets held in this capacity                                                                               |  |
| Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects |  |
| Details of arrangements for safe custody and segregation of such assets from the charity's own assets                         |  |

### Additional information (optional)

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

| Type of adviser | Name | Address |
|-----------------|------|---------|
|                 |      |         |
|                 |      |         |
|                 |      |         |
|                 |      |         |

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

|  |
|--|
|  |
|--|

## Exemptions from disclosure

Reason for non-disclosure of key personnel details

|  |
|--|
|  |
|--|

## Other optional information

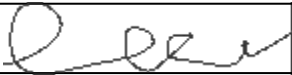
|  |
|--|
|  |
|--|

## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

|                                                                                   |  |
|-----------------------------------------------------------------------------------|--|
|  |  |
|-----------------------------------------------------------------------------------|--|

Full name(s)

Alan Larkin

Position (eg Secretary,  
Chair, etc)

Treasurer Trustee

Date

1<sup>st</sup> September 2023

## Ditchingham Mens Shed - Accounts 01/09/22 - 31/08/23

| Income                  |         | Expenses               |         |
|-------------------------|---------|------------------------|---------|
| Sales of donated goods  | 21.00   | Miscellaneous          | 981.79  |
| Annual fees             | 1035.00 | Refreshments           | 241.67  |
| Weekly subs             | 0.00    | Hall hire              | 143.00  |
| Donations               | 1085.99 | New shed               | 1672.30 |
| Fundraising             | 1818.57 | Insurance              | 749.56  |
| Donations re goods made | 596.00  | Phone/Wi fi            | 450.24  |
| <b>Total Income</b>     | 4556.56 | <b>Total Expenses</b>  | 4238.56 |
| Bal forward 01/09/2022  | 3992.96 | Bal forward 31/08/2023 | 4310.96 |
| Total                   | 8549.52 |                        | 8549.52 |

Treasurer

Name

Signature

Date

Auditor

Name

Signature

Date

|                  |                          |                |                  |                   |               |                     |
|------------------|--------------------------|----------------|------------------|-------------------|---------------|---------------------|
| <b>Donations</b> | Open day                 | 110.19         |                  |                   |               |                     |
|                  | Public                   | 52.00          | <b>F/raising</b> | Tea fund          | 776.99        | Kindling 21.00      |
|                  | Members                  | 7.00           |                  | Kindling          | 249.80        | 28.80               |
|                  | Members                  | 16.80          |                  | Ditchingham fete  | 102.50        | 113.00              |
|                  | Bungay surgery           | 485.00         |                  | Grumpys fete      | 125.50        | 67.00               |
|                  | Smith (house clearance)  | 25.00          |                  | Easy fundraising  | 17.87         | 20.00               |
|                  | Malcolm (bench)          | 30.00          |                  | Hobbies Day       | 67.20         |                     |
|                  | Bungay Lions (Car rally) | 50.00          |                  | Earsham car rally | 164.00        |                     |
|                  | Chris Hand (sign)        | 60.00          |                  | 100 Club          | 119.51        |                     |
|                  | Bungay Town Council      | 50.00          |                  | Ditchingham fete  | 195.20        | <b>Total</b> 249.80 |
|                  | Bungay Town Council      | 100.00         |                  |                   |               |                     |
|                  | Beccles Shed             | 100.00         |                  |                   |               |                     |
|                  | <b>Total</b>             | <b>1085.99</b> |                  | <b>Total</b>      | 1818.57       | Tea fund 58.33      |
| <b>New shed</b>  | Paint                    | 8.98           | <b>Misc</b>      | Flags             | 199.79        | 99.00               |
|                  | Paint                    | 9.38           |                  | Fire service      | 66.00         | 99.34               |
|                  | Lathe                    | 200.00         |                  | Oil               | 5.00          | 55.70               |
|                  | Guttering                | 62.00          |                  | Printer paper     | 4.00          | 53.17               |
|                  | Silicone                 | 7.00           |                  | Grass seed        | 7.40          | 79.60               |
|                  | Toilet                   | 74.70          |                  | Petrol            | 9.70          | 21.90               |
|                  | Neoprene                 | 17.20          |                  | Toilet cleaner    | 18.50         | 69.61               |
|                  | Wood                     | 132.00         |                  | Whiteboard        | 44.00         | 86.64               |
|                  | Toilet                   | 100.74         |                  | Gazebo            | 385.44        | 153.70              |
|                  | Toilet electrics         | 485.00         |                  | Gazebo            | 15.00         |                     |
|                  | Septic tank              | 150.00         |                  | Storage jars      | 9.00          | <b>Total</b> 776.99 |
|                  | Visitor sign             | 18.00          |                  | Postage           | 2.85          |                     |
|                  | Table supports           | 30.00          |                  | Audit fee         | 30.00         |                     |
|                  | Toilet plumbing          | 67.50          |                  | Postages          | 1.40          |                     |
|                  | Soakaway                 | 11.50          |                  | Printer ink       | 42.00         |                     |
|                  | Toilet fluid             | 18.50          |                  | Name badges       | 21.90         |                     |
|                  | Mould removal            | 8.80           |                  | Cleaning          | 16.49         |                     |
|                  | Paint                    | 9.40           |                  | Stationary        | 2.99          |                     |
|                  | Ball bearings            | 36.00          |                  | Leaflet holders   | 14.60         |                     |
|                  | Keys                     | 25.50          |                  | UK shed subs      | 30.00         |                     |
|                  | Pat testing calibration  | 61.72          |                  | Picture frame     | 4.49          |                     |
|                  | Paint                    | 20.60          |                  | Signs             | 3.29          |                     |
|                  | Plumber                  | 60.00          |                  | Letter box        | 23.95         |                     |
|                  | Taps                     | 57.78          |                  | Cleaning          | 24.00         |                     |
|                  | <b>Total</b>             | <b>1672.30</b> |                  | <b>Total</b>      | <b>981.79</b> |                     |