



Trustees' Annual Report for the period

	Period start date				Period end date		
From	01	April	2023	To	31	March	2024

Section A Reference and administration details

Charity name

Windsor Hill Wood

Other names charity is known by

Registered charity number (if any)

1174810

Charity's principal address

Rock House, Windsor Hill Lane

Windsor Hill

Shepton Mallet

Postcode

BA4 4JE

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	Peter Dennis	Chair		
2	Sue Crisfield	Secretary		
3	Mark Bagott		Appointed 16/9/23	
4	Virginia Membrey			
5	Anne Martin			
7	Steve Bruce-Jones	Treasurer	Appointed 27/7/22	
8	Hazel Rumsey		Appointed 24/9/22	
9				
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16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

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Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Independent Examiner	Simone Paull ACMA	

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)	CIO
Trustee selection methods (eg. appointed by, elected by)	Nominations for Trustees are put forward by existing Trustees and discussed at a regular meeting. If there isn't universal agreement a Trustee vote is held (no vote has been required to date)

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.

The Trustees continued their review of policies and procedures during the year. A revised Policy for Health and Safety has been adopted.

A register of major risks has been developed and is being regularly reviewed

Section C Objectives and activities

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

Windsor Hill Wood exists to provide temporary accommodation and refuge to those who are in need of it. We are driven by three core charitable objectives:

- The relief of those in need, hardship and distress
- The preservation and promotion of good mental and health
- The advancement of the Christian religion

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)

Windsor Hill Wood offers hospitality to both long term and short term guests. The long term stays are the focus of the work at Windsor Hill Wood, allowing appropriate time for guests to become part of the rhythm of life and community, to have time away from their challenging situations and to have time for a certain level of recovery. However, having short term guests if space allows, supports a healthy and fresh dynamic and can also provide significant help to those guests to enable them to reflect on their next steps.

Windsor Hill Wood helps its guests to develop resilience and independence through life in a supportive community. The rhythm includes outdoor tasks such as forestry, livestock management, horticulture, communal catering and opportunities to learn new skills.

Windsor Hill Wood is open to all, regardless of religion, or absence of religion. The Wardens are Christians as are some of the Trustees so the daily and weekly rhythm of Windsor hill wood includes moments of reflection and silence.

The Trustees meet formally every two months where the meetings are recorded. Informal unminuted meetings are held in the intervening months where everybody is kept updated. The Trustees have had regard to the guidance issued by the Charity Commission on public benefit.

Additional details of objectives and activities (Optional information)

Windsor Hill Wood welcomes volunteers, both regular and one-off. There is a regular Wednesday volunteer work party in the woods and grounds.

We host work parties during the year as well as an Open Day for volunteers and supporters.

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

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The most significant event of the year was the handover from the Warden Family that had been in residence for the last 5 years to a new family of husband and wife wardens. The transition started in July 2023 and led to a period of reduced activity although the long term guests were permitted to stay during the handover while the new team came up to speed. The new warden team was reinforced by the appointment of an assistant warden at the end of the year.

Stayed open all year. During the year we welcomed 11 long term guests (individuals staying for longer than a month - average stay 11 months) and 5 short term guests (individuals staying for less than a month - average stay 8 nights)

Ran equine therapy session for 4 guests. Supported past guests with follow up email or phone calls after their departure.

The number of volunteers increased significantly with an average weekly attendance of 9 with a wide of skills used to support and teach our guests.

Reduced livestock numbers to balance work load with large projects that required more immediate attention.

The year has seen a recognition that the built infrastructure at Windsor Hill Wood is in need of significant maintenance. The biomass boiler which provides heating and hot water failed and has been replaced in a new purpose-built boiler house. The wardens accommodation was redecorated and a programme of building improvement is under way.

The old crusher building has been restored by guests and volunteers to create a meeting/training room in the woods for use by the community and private hirers which will be known as The Retreat.

The area of woodland that holds the Forest School had to be cleared of 22 dying and dead ash trees. Forest School activities were put on hold until the trees were cleared and the area made safe.

Section E

Financial review

Brief statement of the charity's policy on reserves

Reserves are held to meet the day to day cash flow requirements of any unforeseen eventuality, as Windsor Hill Wood has obligations to both guests and long-term volunteers
The Reserves Policy states that unrestricted cash equivalent to 3-6 months of budgeted unrestricted expenditure should be maintained. Reserves can currently be used to cover any shortfall in funding the organisation's costs. Year end reserves stood at 4 months

Details of any funds materially in deficit

The Biomass Boiler Fund ended the year with a £4,738 deficit which was covered by an indefinite interest-free trustee loan. Due to the critical nature of this project the charity had to proceed before all funding had been secured

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.

Fund values: Income was largely unchanged from last year (increased grants offsetting reduced private donations) but increased costs (of mortgage interest, food and utilities) led to a significant £11,800 reduction in the value of the General Fund to £22,945.
With the exception of the Biomass Boiler Fund (see above) the restricted funds increased in value by £5,540 due to some successful fundraising for specific projects.

Section F Other optional information

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Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

Peter Timothy Dennis	
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Position (eg Secretary, Chair, etc)

Chair	
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Date

27th November 2024



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
WINDSOR HILL WOOD

Charity No (if any)
1174810

CC16a

Receipts and payments accounts

For the period
from

Period start date
1st April 2023

To

Period end date
31st March 2024

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Regular Donations	9,247	-	-	9,247	12,724
Ad hoc Donations	33,050	349	-	33,399	42,886
Gift Aid	2,124	-	-	2,124	8,348
Grants	13,500	30,764	-	44,264	22,805
Residents Contributions	22,691	-	-	22,691	25,178
Fund Generation	1,593	-	-	1,593	3,685
Feed in tariff & RHI	629	-	-	629	620
Other Income	1,729	-	-	1,729	162
Sub total (Gross income for AR)	84,563	31,113	-	115,676	116,408
A2 Asset and investment sales, (see table).					
Loans received	-	13,489	-	13,489	379,990
Asset Sales	-	-	-	-	2,000
Sub total	-	13,489	-	13,489	381,990
Total receipts	84,563	44,602	-	129,165	498,398
A3 Payments					
Staff Costs	21,634	1,084	-	22,718	19,149
Housekeeping Costs	12,636	-	-	12,636	8,859
Volunteers Costs	127	-	-	127	298
Forestry, agriculture & animal costs	5,210	204	-	5,413	3,034
Repairs and maintenance	4,541	17,759	-	22,300	11,274
Equipment purchase & hire	232	907	-	1,139	332
Vehicle costs	2,218	-	-	2,218	2,081
Therapy for residents	984	720	-	1,704	3,690
Utilities	6,480	-	-	6,480	3,591
Office & Administration	1,706	-	-	1,706	1,997
Fundraising costs	105	-	-	105	45
Professional Fees	240	900	-	1,140	-
Rent & Council Tax	3,210	-	-	3,210	6,653
Insurance costs	2,138	-	-	2,138	1,633
Interest and bank charges	22,185	-	-	22,185	14,559
Other expenses	1,301	-	-	1,301	114
	-	-	-	-	-
	-	-	-	-	-
Sub total	84,948	21,574	-	106,522	77,309
A4 Asset and investment purchases, (see table)					
Asset purchases	-	-	-	-	544,870
Loan/mortgage repayments made	14,473	-	-	14,473	4,585
Decrease in creditors	941	-	-	941	455
Sub total	15,415	-	-	15,415	549,910
Total payments	100,362	21,574	-	121,937	627,219
Net of receipts/(payments)	- 15,800	23,028	-	7,228	- 128,820
A5 Transfers between funds	4,000	- 4,000	-	-	-
A6 Cash funds last year end	34,745	9,952	-	44,697	173,517
Cash funds this year end	22,945	28,980	-	51,925	44,697

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Cash at bank	22,812	3,155	-
	Cash in hand	135	-	-
	COIF Charities Deposit Fund		25,825	-
	Total cash funds	22,946	28,980	-

(agree balances with receipts and payments account(s))

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets			-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Motor Vehicle	General (Unrestr.)	3,795	-
	Property (Rock House & Windsor Hill Wood)	General (Unrestr.)	573,370	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	Mortgage	General (Unrestr.)	350,942	
	Unsecured Loans	General (Unrestr.)	75,489	
	Creditors	General (Unrestr.)	841	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Peter Dennis (Chairman)	13/07/2024

Windsor Hill Wood

Independent Examiner's Report to the Trustees

Year ended 31st March 2024

I report to the trustees on my examination of the financial statements of Windsor Hill Wood (The Charity) for the year ended 31st March 2024.

Responsibilities and basis of report:

As the trustees of The Charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act'). I report in respect of my examination of The Charity's financial statements carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all 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 giving me cause to believe that in any material respect:

1 accounting records were not kept in respect of The Charity as required by section 130 of the Act; or

2 the financial statements do not accord with those records; or

3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports)

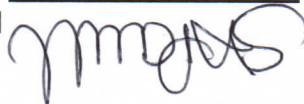
Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

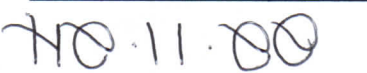
I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

SIMONE PAULL ACMA

Independent Examiner

45 Compton Rd, Shepton Mallet BA4 5QR


Date: _____


02.11.24