



Trustees' Annual Report for the period

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

Section A

Reference and administration details

Charity name	The Saltford Brass Mill Project
Other names charity is known by	Saltford Brass Mill Project (SBMP)
Registered charity number (if any)	1174901
Charity's principal address	2 Hermes Close, Saltford
	Bristol
	Postcode BS31 3LD

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	Anthony Coverdale	Chair		Trustees are appointed by election at a General Meeting of the members.
2	Richard Ross	Treasurer.	Treasurer until 10 Sep 2020. Remains a trustee.	
3	Stavros Christofides	Treasurer	From 10 Sep 2020	
4	Patrick Beazley	Secretary		
5	Noel Dawson			

Note: In accordance with "rotation" provision in our Constitution, Noel Dawson resigned as a trustee and was re-elected at the 2020 AGM. Stavros Christofides was appointed as a fifth trustee at the same meeting.

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
Not applicable		

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

Not applicable

Section B

Structure, governance and management

Description of the charity's trusts

Type of governing document	Constitution (Association)
How the charity is constituted	The Saltford Brass Mill Project (SBMP) is a Charitable Incorporated Organisation (CIO).
Trustee selection methods (eg.)	Trustees and Officers are appointed by election at a General Meeting of the members.

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 are supported by a committee made up of members, also elected at a General Meeting of the membership.

During the period of the report the trustees have held a number of ad hoc meetings and reviews, one formal committee meeting and the 2020 members' Annual General Meeting. These meetings were held on line.

Under SBMP's Safety Policy a comprehensive Hazard Log is maintained. This is reviewed annually, and we keep an Incident Book in the Mill.

We have a Safeguarding Policy and a Data Protection Policy in accordance with the General Data Protection Regulations. Volunteers receive regular briefings on all these aspects.

Following the events in May 2020 which led to the rise of the Black Lives Matter movement, there was slight concern that the Mill might be subject to disruption by activists. Cognisant of the historic links between the brass industry and the African slave trade, we drafted, and posted on our web site, a statement of our abhorrence of racial discrimination and slavery. There has been no disruption.

There are no incidents to report to the Charity Commissioners.

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

The objects or purposes of the CIO are:

- a. The preservation and maintenance of the Saltford Brass Mill, on the river Avon in Somerset, for the public benefit.
- b. To advance the education of the public in the subject of the Mill.
- c. For the public benefit to advance education in the history of the brass industry in North East Somerset and the Bristol region by facilitating and supporting research into the industry, its working method and people involved.
- d. For the public benefit to advance education in the metal industry's heritage, history and relevance for today, particularly in relation to its place in North East Somerset and the Bristol region.

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)

- a. At all times trustees have had regard to the guidance issued by the Charity Commission on public benefit.
- b. During the period of the report SBMP had some 18 members (including the trustees), of whom 17 are active volunteers.
- c. Before the outbreak of the coronavirus in the UK, and the regulations which were imposed, a small number of talks were given to local societies. In consideration of government guidance and regulation, and in view of the potential risk to visitors and volunteers, we did not open the Mill to the public during 2020. Several very short articles on aspects of the brass industry were published in a village magazine.
- d. However, as far as possible, garden and minor building maintenance and cleaning continued. SBMP has continued to work on several projects to enhance our interpretation displays and introduce interactive video and acoustic simulation.
- e. SBMP volunteers continued to conduct research and liaison with regional Museums Group and Industrial Archaeology groups nationwide, leading to the enhancement of interpretation displays in the mill. Several of the talks normally offered to various societies and bodies in the region have been recorded and made available via our web site.
- f. There are no incidents to report to the Charity Commissioners.

Additional details of objectives and activities (Optional information)

No further statements

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

Summary of the main achievements of the charity during the year

See above

Section E

Financial review

Brief statement of the charity's policy on reserves

Despite the absence of visitor donations, we were fortunate to receive the first payment of a legacy from one of our founder members. This, together with a donation from a television production company which used the mill, recovery of gift aid and other miscellaneous small receipts, has left the CIO in a healthy financial situation and able to sustain operation even though 2021 is likely to be another challenging year.

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.

Unrestricted funds. See above. Expenditure has mainly been in support of the continuing operation of the Mill and the CIO and the development of interpretation materials.

Restricted Funds. These are the residue of a grant from the local authority (Bath and North East Somerset), which has a "repairing" lease on the property. This grant, of almost £16k, was made in 2018 to carry out specified maintenance work. This work continued into 2019 but no work was carried out during 2020. These funds are managed using a separate current account and it is the Trustees intention to use them for such small maintenance projects as can be undertaken safely by the volunteers and are appropriate to the building's listed and scheduled status.

Section F

Other optional information

No further 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)

PD Beazley

Full name(s)

Patrick D Beazley

Position (eg Secretary, Chair, etc)

Secretary

Date

13 May 2021



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
SALTFORD BRASS MILL PROJECT

No. (if any)
1174901

Receipts and payments accounts

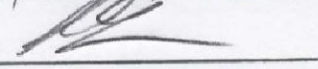
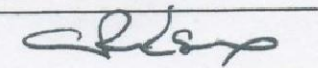
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For the period from	Period start date 01-Jan-20	To	Period end date 31-Dec-20
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	2019 to the nearest £
A1 Receipts					
Member subscriptions	105	-	-	105	90
Group Visit donations	-	-	-	-	687
Open day Visitor donations	-	-	-	-	738
Books Sales	28	-	-	28	698
Plant sales	-	-	-	-	74
Grants, bequests and other donations	8,250	-	-	8,250	84
Donations from Talks	80	-	-	80	486
Gift Aid	558	-	-	558	-
Transfer of Funding from B&NES Sluice Gate costs	-	-	-	-	12
Bank Interest	6	-	-	6	14
Sub total (Gross income for AR)	9,027	-	-	9,027	2,882
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	9,027	-	-	9,027	2,882
A3 Payments					
Administration	187	-	-	187	180
Building, Wheel and Grounds maintenance	371	-	-	371	497
Special Projects	-	-	-	-	3,009
Interpretation & Sales Materials	207	-	-	207	805
Interpretation and replicas	1,345	-	-	1,345	372
Electricity	276	-	-	276	216
Sundries	-	-	-	-	28
	-	-	-	-	-
	-	-	-	-	-
Sub total	2,387	-	-	2,387	5,107
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	2,387	-	-	2,387	5,107
Net of receipts/(payments)	6,640	-	-	6,640	- 2,225
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	13,644	1,335	-	14,979	17,204
Cash funds this year end	20,284	1,335	-	21,618	14,979

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	NW Business Reserve Account	7,000	-	-
	NW Current Account	13,284	-	-
	NW SBMP Special ProjCurrent Acc	-	1,335	-
	Total cash funds	20,284	1,335	-
	(agree balances with receipts and payments account(s))			
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
			-	-
			-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		STAVROS CHRISTOFIDES	10/5/21	
		ANTHONY COVERDALE	12/5/21	
Signed the Auditor		CHRIS ESSEX	2/5/21	