



Saltford
Brass
Mill
Project

Trustees' Annual Report for the period

01 January 2021 to 31 December 2021

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	Stavros Christofides	Treasurer		
3	Patrick Beazley	Secretary		
4	Richard Ross			
5	Noel Dawson			

Note: In accordance with "rotation" provision in our Constitution, Anthony Coverdale and Richard Ross resigned as trustees and were re-elected at the 2021 AGM.

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

Name	Dates acted if not for whole year
None	

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

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 committee meeting and the 2021 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.

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 some 15 are active volunteers.
- c. The outbreak of the coronavirus in the UK, and the regulations which were imposed continued. In consideration of government guidance and regulation, and in view of the potential risk to visitors and volunteers, we opened the Mill to the public only for a few days in autumn 2021. Several very short articles on aspects of the brass industry continued to be 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

We were fortunate to receive the second payment of a legacy from one of our founder members. This, together with very generous donations from visitors whose families had historic connections to the mill, and other miscellaneous small receipts, has again left the CIO in a healthy financial situation and able to sustain operation.

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 or 2021. 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)

P D Beazley

Full name(s)

Patrick D Beazley

Position (eg Secretary, Chair, etc)

Secretary

Date

9 May 2022



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
SALTFORD BRASS MILL PROJECT

No (if any)
1174901

CC16a

Receipts and payments accounts

For the period
from

Period start date
01-Jan-21

To

Period end date
31-Dec-21

Section A Receipts and payments

Unrestricted funds	Restricted funds	Endowment funds	Total funds	2020
to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £

A1 Receipts

Member subscriptions	100	-	-	100	105
Group Visit donations	-	-	-	-	-
Open day Visitor donations	707	-	-	707	-
Books Sales	109	-	-	109	28
Plant sales	-	-	-	-	-
Grants, bequests and other donations	5,753	-	-	5,753	8,250
Donations from Talks	290	-	-	290	80
Gift Aid	-	-	-	-	558
Transfer of Funding from B&NES Sluice Gate costs	-	-	-	-	-
Bank Interest	5	-	-	5	6
Sub total (Gross income for AR)	6,963	-	-	6,963	9,027

A2 Asset and investment sales, (see table).

	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	6,963	-	-	6,963	9,027

A3 Payments

Administration	23	-	-	23	187
Building, Wheel and Grounds maintenance	1,832	-	-	1,832	371
Special Projects	-	-	-	-	-
Interpretation & Sales Materials	-	-	-	-	207
Interpretation and replicas	4,040	-	-	4,040	1,345
Electricity	63	-	-	63	276
Sundries	35	-	-	35	-
Research Projects	245	-	-	245	-
Sub total	6,238	-	-	6,238	2,387

A4 Asset and investment purchases, (see table)

	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	6,238	-	-	6,238	2,387

Net of receipts/(payments)

A5 Transfers between funds	725	-	-	725	6,640
A6 Cash funds last year end	20,284	1,335	-	-	-
Cash funds this year end	21,009	1,335	-	21,618	14,979
				22,343	21,618

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

Categories

B1 Cash funds

Details

Metro Business Instant Access Acc
Metro Business Community Current Acc
Metro Business Community Current Acc 2

Total cash funds

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

Unrestricted funds to nearest £

Restricted funds to nearest £

Endowment funds to nearest £

Total funds to nearest £

20,005	-	-	20,005
1,004	-	-	1,004
-	1,335	-	1,335
21,009	1,335	-	22,343

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

Legal fees for B&NES Contract

Fund to which liability relates

Amount due (optional)

When due (optional)

Unrestricted	216	14/01/2022
	-	
	-	
	-	

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

Signature



Print Name

STAVROS CHRISTOFIDES

ANTHONY COVERDALE

Date of approval

8-May-22

8 May 22

CHRIS ESSEX

Signed the Auditor