

Saltford
Brass
Mill
Project

Trustees' Annual Report for the period

01 January 2021 to 31 December 2022

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, Patrick Beazley and Stavros christofides resigned as trustees and were re-elected at the 2022 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

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 committee meeting, held on line, and the 2022 Annual General Meeting, held in the Mill.

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

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.

Section C Objectives and activities

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. After the outbreak of the coronavirus in the UK, we were able open the Mill to the public as usual in May. we had just over 500 visitors on open days, including some 70 young people and, in addition, over 100 members of various interested organisations attending arranged visits. Talks given to local societies and interestgroups by our Chair resumed as did the series of very short articles on aspects of the brass industry and the Mill published in a village magazine.
- d. Garden and minor building maintenance and cleaning also resumed. SBMP has continued to work on several projects to enhance our interpretation displays and introduce interactive video and acoustic simulation. We completed projects to replace exterior decking and to repair the fixed element of one of our penstock sluice gates.
- 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.
- 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

The charity's funds were boosted significantly in 2020 and 2021 by a legacy from one of our founder members so that we had funds in excess of £22k at the beginning of 2022. The Trustees decided to use some of the legacy money to update and improve many of the Mill Exhibits, install LED lights and replace and upgrade the decking in the outside viewing platform which had deteriorated over time. We ended the year with funds of just over £19.5k and the Trustees consider the CIO to be in a healthy financial position. The intention is to maintain the funds at this level for the foreseeable future.

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. We generated a reasonable amount during the year from visitor and group visit donations and from talks to local societies. Expenditure has been in support of the continuing operation of the Mill and the CIO. As mentioned above, the Trustees decided to use some of the legacy money to upgrade much of the interpretation materials and to replace the external decking to improve our visitor experience and safety. The main element of the charity's money is held in a bank deposit account.

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. During 2022, following the removal of a large tree by the Council, the Trustees decided to use some of these funds to upgrade the Water Wheel Models that had to be removed for this work to be completed. These funds are managed using a separate bank account and the Trustees intention is to use this money to carry out any other small maintenance projects that can be undertaken safely by the volunteers.

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

19 April 2023



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name SALTORD BRASS MILL PROJECT		No (if any) 1174901		CC16a
Receipts and payments accounts				
For the period from	Period start date 01-Jan-22	To	Period end date 31-Dec-22	

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 £	2021 to the nearest £
A1 Receipts					
Member subscriptions	105	-	-	105	100
Group Visit donations	74	-	-	74	-
Open day Visitor donations	849	-	-	849	707
Books Sales	170	-	-	170	109
Plant sales	-	-	-	-	-
Grants, bequests and other donations	14	-	-	14	5,753
Donations from Talks	573	-	-	573	290
Gift Aid	-	-	-	-	-
Transfer of Funding from B&NES Sluice Gate costs	-	-	-	-	-
Bank Interest	16	-	-	16	5
Sub total (Gross income for AR)	1,800	-	-	1,800	6,963
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	1,800	-	-	1,800	6,963
A3 Payments					
Administration	- 484	-	-	- 484	- 23
Building, Wheel and Grounds maintenance	- 268	-	-	- 268	- 1,832
Special Projects	-	928	-	- 928	-
Interpretation & Sales Materials	-	-	-	-	-
Interpretation and replicas	-	-	-	-	- 4,040
Electricity	- 166	-	-	- 166	- 63
Sundries	- 148	-	-	- 148	- 35
Research Projects	- 2,630	-	-	- 2,630	- 245
	-	-	-	-	-
Sub total	- 3,696	- 928	-	- 4,624	- 6,238
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	- 3,696	- 928	-	- 4,624	- 6,238
Net of receipts/(payments)	- 1,896	- 928	-	- 2,825	725
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	21,009	1,335	-	22,343	21,618
Cash funds this year end	19,112	406	-	19,519	22,343

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 £	Total funds to nearest £
B1 Cash funds	Metro Business Instant Access Acc	17,520	-	-	17,520
	Metro Business Community Current Acc	1,592	-	-	1,592
	Metro Business Community Current Acc 2	-	406	-	406
	Total cash funds	19,112	406	-	19,519

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

OK

OK

OK

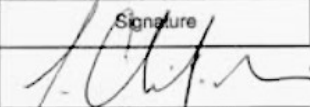
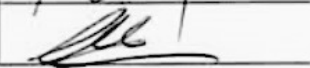
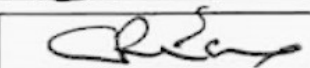
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets			-	-
			-	-
		-	-	-
		-	-	-

	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			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	STAVROS CHRISTOFIDES	6/4/23
	ANTHONY COVERDALE	17/4/23
	CHRIS ESSEX	5/4/23

Signed the Auditor