

Trustees' Annual Report for the period

01 January 2024 to 31 December 2024

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
The Willows, Homefield Road, Saltford
Bristol
BS31 3EG

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)
Patrick Beazley	Acting Chair	From 25 Nov 23 to 27 June 24	Trustees are appointed by election at a General Meeting of the members. A new Trustee and a new Chair were elected at the June AGM. Two Trustees had to step down due to health reasons so two Trustee Officers were elected at a special Meeting to fill the Treasurer and Secretary roles.
1 Stavros Christofides	Chair	From 27 June 24	
Stavros Christofides	Treasurer	Resigned as Treasurer 12 Sep 24	
Patrick Beazley	Secretary	Resigned 12 Sep 2024	
2 Dominic Hewitt		Appointed 27 June 24	
3 Ian Ferguson	Secretary	Appointed 12 Sep 2024	
4 Judith Sullivan	Treasurer	Appointed 12 Sep 2024	
Richard Ross		Resigned 12 Sep 2024	
5 Noel Dawson			

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. Two new Trustee Officers were appointed at a special Trustee Meeting on the 12 September 2024 following resignations of two Trustees due to ill health. .

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. The 2024 Annual General Meeting was held in the Mill on the 27 June 2024. A special Trustees Meeting was held on the 12 September 2024 to accept two resignations and appoint two new Trustee Officers.

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. The resignation of the long-standing Chair in November 2023 was resolved by the appointment of a new Chair at the June 2024 AGM and this was followed by new appointments for both the Treasurer and Secretary roles. There was no adverse impact on the work of the CIO during this period.

The CIO signed a 5-yr Tenancy Agreement to occupy the Monument with the long term leaseholders, B&NES Council, effective June 2023. This provides the CIO with the right to occupy the site as well as certain third party and other insurance protections. The Council are also responsible for the provision of services, primarily the electricity costs. The relationship with the Mill Island freeholder is also very good.

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. We completed negotiation of a formal sub-lease of "our" section of the Mill from the Local Authority, setting out our respective rights and responsibilities regarding access, payment for utilities and safeguarding of the public while visiting the Mill. The Trustees consider this to be a firm basis for the future.
- b. During the period of the report SBMP grew to over 24 members (including the trustees), of whom some 20 are active volunteers.
- c. We were able open the Mill to the public as usual in May. We had just over 750 visitors including some 84 young people. Some 100 visitors were from groups of interested organisations attending arranged visits. Talks were given to local societies and interest groups by our new Chair and the series of very short articles on aspects of the brass industry and the Mill published in a village magazine also continued.
- d. Garden and minor building maintenance and cleaning also 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.
- 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

The Project depends on its small but dedicated group of volunteers to look after the monument, clear up after the now regular winter flooding and prepare it so that it can be opened to the public from May to October. Many of our volunteers have been with us for many years and the average age has been creeping up with obvious implications on the future viability of the Project. Following a number of initiatives we were able to recruit six new members including a new Secretary and a new Treasurer as well as elect one of the existing Trustees as the new Chair.

Section E

Financial review

Brief statement of the charity's policy on reserves

The Trustees have implemented Financial Controls to ensure expenditure is controlled so that it is justified and generally covered by income. Following the success of the Hammer Model diorama funds were made available for the development of a similar size Rolling Mill diorama which was completed and installed successfully further enhancing our visitor experience. Closing funds were just over £19,800 an improvement of nearly £500 over the year. The Trustees will continue to maintain available funds around the current level for the foreseeable future to enable them to respond to any issues that may arise that may require funding such as use of external staff for tasks currently done by volunteers. Most of the surplus funds are held in an interest bearing Bank account.

The Trustees consider the CIO to be in a healthy financial position which they aim to maintain going forward.

Details of any funds materially in deficit

None

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 further upgrade the interpretation materials and commission a rolling mill diorama to complement the earlier hammer model which has proved to be very popular with our visitors.

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. These funds were just under £8 at the beginning of the year and remained so till the end of the year. The account is maintained ready to receive money from the Council for any repairs or maintenance tasks that the Volunteers can carry out safely with the Council's approval.

Section F

Other optional information

No further information

Section G

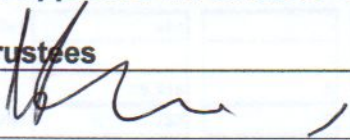
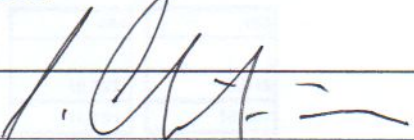
Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

	
Ian Ferguson	Stavros Christofides

Position (Secretary, Chair, etc)

Secretary

Chair

Date

2nd June 2025



CHARITY COMMISSION
FOR ENGLAND AND WALES

SALTFORD BRASS MILL PROJECT

1174901

Receipts and payments accounts

CC16a

For the period
from

01-Jan-24

To

31-Dec-24

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowments funds to the nearest £	Total funds to the nearest £	2023 to the nearest £
A1 Receipts					
Member subscriptions	115	-	-	115	115
Group Visit donations	48	-	-	48	165
Open day Visitor donations	1,158	-	-	1,158	2,099
Books Sales	156	-	-	156	282
Plant sales	75	-	-	75	58
Grants, bequests and other donations	-	-	-	-	-
Donations from Talks	90	-	-	90	293
Gift Aid	744	-	-	744	257
Funding from B&NES Special Projects	-	-	-	-	-
Bank Interest	600	-	-	600	148
Sub total (Gross income for AR)	2,985	-	-	2,985	3,417
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	2,985	-	-	2,985	3,417
A3 Payments					
Administration	623	-	-	623	280
Building, Wheel and Grounds maintenance	917	-	-	917	493
Special Projects	-	-	-	-	398
Interpretation & Sales Materials	311	-	-	311	745
Booklets and Publicity	168	-	-	168	160
Electricity	280	-	-	280	362
Sundries	14	-	-	14	5
Research Projects	768	-	-	768	1,166
	-	-	-	-	-
Sub total	2,521	-	-	2,521	3,608
A4 Asset and investment purchases, (see					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	2,521	-	-	2,521	3,608
Net of receipts/(payments)	464	-	-	464	192
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	19,319	8	-	19,327	19,519
Cash funds this year end	19,783	8	-	19,791	19,327

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 Community Ac No 40860231	1,514	-	-	1,514
	Metro Community Ac No 40860249		8	-	8
	Metro InsAccess40860266	193			193
	Metro InsAccess 5287637	18,076		-	18,076
	Total cash funds	19,783	8	-	19,791

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

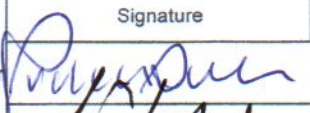
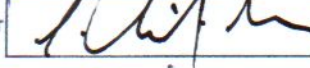
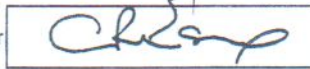
Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets			-	-
			-	-
		-	-	-
		-	-	-

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

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-

Categories	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
Treasurer		JUDITH SULLIVAN	20/5/25
Chair		STAVROS CHRISTOFIDES	21/5/25
Signed the Auditor		CHRIS ESSEX	21/5/25