

Trustees' Annual Report for the period

01 January 2025 to 31 December 2025

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)
1	Stavros Christofides	Chair	All Year	Trustees are appointed by election at a General Meeting of the members. The five Trustees all served for the whole year.
2	Ian Ferguson	Secretary	All Year	
3	Judith Sullivan	Treasurer	All Year	
4	Noel Dawson	Trustee	All Year	
5	Dominic Hewitt	Trustee	All Year	

Note: In accordance with "rotation" provision in our Constitution Stavros Christofides and Noel Dawson resigned as trustees and were duly re-elected at the 2025 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. The Constitution allows a maximum of Five trustees.

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.

During the period of the report the Trustees have held a number of ad hoc meetings and reviews. In July 2025 the Trustees held a Special Meeting to approve a new class of Associate Member for volunteers that were no longer able to carry out duties at the Mill but wanted to continue to support the Project. This is a non-voting class of membership but the Trustees will continue to treat all members equally.

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 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.

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. 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 had 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 616 visitors including 52 young people. Some 120 visitors were from groups of interested organisations attending arranged visits. Talks were given to a local society by our 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. Our new Audio Guides designed and build by a volunteer were well received.
- e. SBMP volunteers continued to conduct research and liaison with regional Museums Group and Industrial Archaeology groups.
- f. There are no incidents to report to the Charity Commissioners.

Additional details of objectives and activities (Optional information)

*You **may choose** to include further statements, where relevant, about:*

- *policy on grantmaking;*
- *policy programme related investment;*
- *contribution made by volunteers.*

No further statements

Following the success of the Hammer Model and Rolling Mill dioramas funds were made available for the development of complex Furnace Model. This is expected to be completed next year and will further enhancing our visitor experience. This is the major project undertaken in the year.

The Project also sponsored the publication of a new booklet 'Jake's Story' an 18th Century Brass Mill Worker's Life at Saltford Brass Mill as imagined by our ex-Secretary Patrick Beazley. We have already sold a number of these booklets and continue to receive very positive comments on it.

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. Recruitment has enabled us to maintain a stable number of active volunteers and recruitment remains a top priority going forward.

Section E

Financial review

Brief statement of the charity's policy on reserves

The Trustees have implemented Financial Controls to ensure expenditure is controlled and justified. Closing funds were just over £19,044 a reduction of just under £750 mainly due to our investment of the main element of our funds in a one-year bond with interest paid at maturity in early 2026. 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 interest-bearing accounts. The Trustees consider the CIO to be in a healthy financial position which they aim to maintain at least over the medium term.

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 sponsored the development of a third diorama of an Annealing Furnace to add to the two existing models.

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 remained unchanged at just £8 and will be reviewed early next year as the account will start to incur monthly bank charges. .

Section F

Other optional information

No further information

Section G

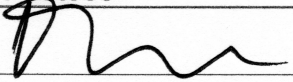
Declaration

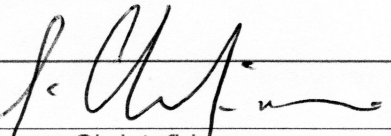
The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)


Ian Ferguson


Stavros Christofides

Position (Secretary, Chair, etc)

Secretary

Chair

Date

15 June 2026



CHARITY COMMISSION
FOR ENGLAND AND WALES

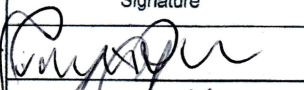
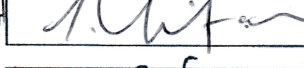
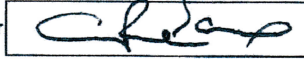
Charity Name SALT FORD BRASS MILL PROJECT		No (if any) 1174901
Receipts and payments accounts		
For the period from	Period start date 01-Jan-25	To 31-Dec-25

CC16a

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	2024
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Member subscriptions	100	-	-	100	115
Group Visit donations	165	-	-	165	48
Open day Visitor donations	955	-	-	955	1,158
Books Sales	205	-	-	205	156
Plant sales	43	-	-	43	75
Grants, bequests and other donations	500	-	-	500	-
Donations from Talks	75	-	-	75	90
Gift Aid	318	-	-	318	744
Funding from B&NES Special Projects					
Bank Interest	77	-	-	77	600
Sub total (Gross income for AR)	2,439	-	-	2,439	2,985
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	2,439	-	-	2,439	3,417
A3 Payments					
Administration	- 554	-	-	- 554	- 623
Building, Wheel and Grounds maintenance	- 608	-	-	- 608	- 917
Special Projects	-	-	-	-	-
Interpretation & Sales Materials	-	-	-	-	- 311
Booklets and Publicity	- 200	-	-	- 200	- 168
Electricity	-	-	-	-	- 280
Sundries & BaNES	- 547	-	-	- 547	- 14
Research Projects	- 1,276	-	-	- 1,276	- 768
	-	-	-	-	-
Sub total	- 3,186	-	-	- 3,186	- 2,521
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	- 3,186	-	-	- 3,186	- 2,521
Net of receipts/(payments)	- 747	-	-	- 747	464
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	19,783	8	-	19,791	19,327
Cash funds this year end	19,036	8	-	19,044	19,791

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 Acs 1, 2, 4	4,036	-	-	4,036
	Metro Community Ac No 40860249		8	-	8
	Charity Bank Bond AcNo 10106280	15,000		-	15,000
	Total cash funds	19,036	8	-	19,044
	(agree balances with receipts and payments account(s))				
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £	
B2 Other monetary assets			-	-	
			-	-	
			-	-	
			-	-	
			-	-	
			-	-	
B3 Investment assets		Fund to which asset belongs	Cost (optional)	Current value (optional)	
			-	-	
			-	-	
			-	-	
B4 Assets retained for the charity's own use		Fund to which asset belongs	Cost (optional)	Current value (optional)	
			-	-	
			-	-	
			-	-	
			-	-	
B5 Liabilities		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		
Treasurer		JUDITH SULLIVAN	11/6/26		
Chair		STAVROS CHRISTOFIDES	10/5/26		
Signed the Auditor		CHRIS ESSEX	2/5/26		