



# Trustee Annual Report Year end 2023

Charity number 1179411

## Contents

Trustee Annual Report .....	1
Year end 2023 .....	1
Reference and Administrative Information .....	3
Board of Trustees.....	3
Our Aims and objectives .....	3
Purposes and aims .....	3
Ensuring our work delivers our aims .....	3
Our organisational structure .....	4
The focus of our work.....	4
Who used and benefited from our services? .....	4
Principal Funding Sources .....	5
Future funding .....	5
Plans for Future Periods.....	5
Business planning .....	6
Structure, Governance and Management .....	6
Trustee Induction and Training.....	6
Policies .....	6
Reserves .....	6

## **Reference and Administrative Information**

Charity Name: Friends of Margam Park

Charity registration number: 1179411

Registered Office and operational address: Margam Park, Margam SA13 2TJ

## **Board of Trustees**

Mr Tony Barrett Chairperson

Mrs Suzanne Barrett Secretary

Mrs Tracy Robbins Treasurer

Mrs Doreen Nash, Vice Chair

Mr Peter Lindsay

Mr Robert Jones

Mrs Joyce Hunt (standing down 22/09/2023)

Mrs Linda Short

Ms Alex Harman (appointed 23<sup>rd</sup> March 2023)

Mrs Roswitha Carruthers (stood down 13/05/2023)

Ms Jane Reynolds (stood down 21/04/2023)

## **Our Aims and objectives**

### **Purposes and Aims**

To provide or assist in the provision of facilities for recreation and other leisure time occupation in the interests of social welfare with the object of improving the conditions of life of the public in Neath Port Talbot and the surrounding area by the preservation, promotion, support, assistance, and improvement of Margam Country Park.

## **Ensuring our work delivers our aims**

We will review our aims, objectives, and activities each year. This review looks at what we achieved and the outcomes of our work in the previous 12 months. The review looks at the success of each key activity and the benefits they have brought to those groups of people we are set up to help. The review also helps us ensure our aim, objectives and activities remained focused on our stated purposes. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aim and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

## Our organisational structure

Our group has a tremendous capacity for growth; however, growth will not be achieved while we remain one tightknit group. The members within our group have a wide and diverse range of skills that they are able to bring to the friends of Margam Park. We aim to utilise the skills within certain areas of the group.

Our group structure is as follows:

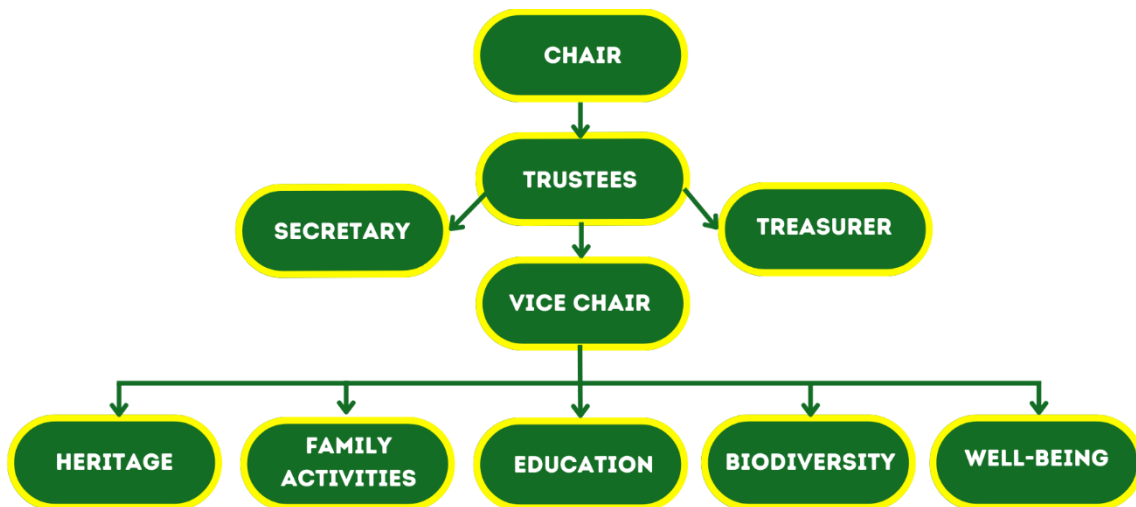


Figure 1 Updated Group Structure

## The focus of our work

Our main objectives for the year will continue to be the promotion and wellbeing of Margam Country Park.

We have continued to offer a range of walks and tours offered to park visitors and our fortnightly Photography walk has proven to be a big hit with visitors to the park and is well attended. All our walks and tours are advertised extensively on social media and our website.

Our team of volunteers continue to carry out the restoration of the historical walled gardens at Twyn Yr Hydd.

Members have continued to socialise and feed the alpaca herd on a daily basis and over the summer period started harnessing and walking them. This will get the animals trained in readiness for visitors to be able to book guided alpaca walks next year.

We also have members assisting with the park estates team, looking after the animals and general maintenance, including fencing and train track repairs.

## **Who used and benefited from our services?**

Many people from the immediate community of Neath Port Talbot have benefited from our community service as well as visitors travelling to the park from further afield. In March we were successful obtaining funding to purchase three Pride Ranger all-terrain mobility scooters which have proven to be a great success enabling visitors far and wide to visit and enjoy the park.

## **Principal Funding Sources**

We have continued to make a steady income from donations received, and from our small shop, located in the turbine house. We have also received funding from four successful bids from various funds (Newlands Wind Farm, Margam Community Fund and Margam Green Energy Fund) which have been used to purchase mobility scooters, litter picking equipment, roses for Twyn Yr Hydd and recently funding to purchase a defibrillator, which is mounted in a heated storage cabinet, installed by the main kiosk.

## **Future funding**

We have a number of projects which we will be looking into during the course of next year including hedgelaying at Twyn Yr Hydd, the clearance/restoration of the small pond outside the turbine house and the purchase and installation of cameras to capture birds, bats, and relay live images to the computer screen in the turbine house.

## **Plans for Future Periods**

We understand the mental health benefits that walking in the surroundings of the park can bring. This continues to be of major importance to us as a group, and we aim to assist as many of the public as possible by expanding our range of tours and walks, to include specialist tours for those with mobility difficulties and those that use mobility scooters.

Current and anticipated projects include:

- Hedgelaying project at Twyn Yr Hydd
- Dry stone walling training to enable volunteers to assist the park with the maintenance of its many dry-stone walls
- Clearance and restoration of the pond in front of the turbine house
- Interviewing and recording of subjects for our oral history archives
- Interviewing and recording of members for promotional use on our social media and YouTube channel
- Purchase and fitment of cameras to record and stream footage of wildlife to the large computer screen in the turbine house. To include purchase and placement of bird boxes and bat boxes
- Monthly craft sessions for volunteers to make decorations for seasonal park events

## **Business planning**

Ideas and activities are in place, but dates and timelines cannot be given. We will be looking to our members, for ideas and suggestions moving forward although the main focus will remain as the development of Margam Country Park.

## **Structure, Governance and Management**

All members of the Trustee Board give their time voluntarily and receive no benefits from the charity.

All trustees are subject to the 'Trustee Code of Conduct' as is published on our website.

## **Trustee Induction and Training**

Most trustees are already familiar with the practical work of the charity, new Trustees will be given guidance. We also rely on the guidance given by the Charity commission [The essential trustee: what you need to know, what you need to do.](#)

## **Policies**

All policies are on our new digital newsletter for all members to view. These can be requested in different formats and languages if requested. The policies include:

- ✓ Grievance
- ✓ Trustee Duty of Care
- ✓ Guidance on Public Benefit
- ✓ Equal Opportunities
- ✓ Safeguarding
- ✓ Lone Working
- ✓ Volunteer Agreements
- ✓ Data Protection
- ✓ Reserves

## **Reserves**

Our reserves are set at £10,000.00



## FRIENDS OF MARGAM PARK

ACCOUNTS FOR THE YEAR 1<sup>ST</sup> AUGUST 2022 TO 31<sup>ST</sup> JULY 2023

### RECEIPTS

#### CASH IN BANK 1<sup>ST</sup> AUGUST 2022

COMMUNITY ACCOUNT	1,417.08
BUSINESS PREMIUM ACCOUNT	19,003.18
PETTY CASH FLOAT	
	<b><u>20,420.26</u></b>

### INCOME

CORONATION PARTY	260.00
DEPOSIT	908.99
DONATIONS	5539.61
FUNDING RECEIVED	17,013.08
CHRISTMAS PARTY	225.00
PETER LINDSAY 80TH GIFT	50.00
MEMBERSHIP	800.36
MISCELLANEOUS	40.45
MOBILITY SCOOTER HIRE	587.27
MERCH SALES	3,855.44
REFUNDS	126.12
TRANSFER OF FUNDS FROM BPA.	1,009.18
UNIFORM SALES	339.77
	<b><u>30,755.27</u></b>

### PAYMENTS

ALPACAS	110.68
BROADBAND & COMMS	747.30
CRAFT SUPPLIES	368.97
UNIFORM PURCHASED	257.00

CORONATION PARTY	273.50
COURTYARD ROOM	86.01
CHRISTMAS PARTY	351.88
EVENTS	311.31
PETER LINDSAY 80TH GIFT	50.00
ROOM HIRE	480.00
INSURANCE	745.24
IT & OFFICE	783.49
COURTYARD ROOM LEASE	375.00
MERCHANDISE	1,448.82
MISCELLANEOUS	546.97
MS 365 SUB	603.28
PETTY CASH	570.00
PROTECTIVE CLOTHING	84.95
PRINTING	88.56
FUNDED PROJECTS	17,715.07
POSTAL CHARGE	13.40
TRAINING	173.24
TURBINE HOUSE	1,668.18
TYN YR HYDD	122.52

**27,975.37**

**CASH IN BANK 31<sup>st</sup> July 2023**

COMMUNITY ACCOUNT	4,196.98
BUSINESS PREMIUM ACCOUNT	18,070.06
PETTY CASH FLOAT	85.43

**22,352.47**





## FRIENDS OF MARGAM PARK

ACCOUNTS FOR THE YEAR 1<sup>ST</sup> AUGUST 2022 TO 31<sup>ST</sup> JULY 2023

### RECEIPTS

#### CASH IN BANK 1<sup>ST</sup> AUGUST 2022

COMMUNITY ACCOUNT	1,417.08
BUSINESS PREMIUM ACCOUNT	19,003.18
PETTY CASH FLOAT	
	<b><u>20,420.26</u></b>

### INCOME

CORONATION PARTY	260.00
DEPOSIT	908.99
DONATIONS	5539.61
FUNDING RECEIVED	17,013.08
CHRISTMAS PARTY	225.00
PETER LINDSAY 80TH GIFT	50.00
MEMBERSHIP	800.36
MISCELLANEOUS	40.45
MOBILITY SCOOTER HIRE	587.27
MERCH SALES	3,855.44
REFUNDS	126.12
TRANSFER OF FUNDS FROM BPA.	1,009.18
UNIFORM SALES	339.77
	<b><u>30,755.27</u></b>

### PAYMENTS

ALPACAS	110.68
BROADBAND & COMMS	747.30
CRAFT SUPPLIES	368.97
UNIFORM PURCHASED	257.00

CORONATION PARTY	273.50
COURTYARD ROOM	86.01
CHRISTMAS PARTY	351.88
EVENTS	311.31
PETER LINDSAY 80TH GIFT	50.00
ROOM HIRE	480.00
INSURANCE	745.24
IT & OFFICE	783.49
COURTYARD ROOM LEASE	375.00
MERCHANDISE	1,448.82
MISCELLANEOUS	546.97
MS 365 SUB	603.28
PETTY CASH	570.00
PROTECTIVE CLOTHING	84.95
PRINTING	88.56
FUNDED PROJECTS	17,715.07
POSTAL CHARGE	13.40
TRAINING	173.24
TURBINE HOUSE	1,668.18
TYN YR HYDD	122.52

**27,975.37**

**CASH IN BANK 31<sup>st</sup> July 2023**

COMMUNITY ACCOUNT	4,196.98
BUSINESS PREMIUM ACCOUNT	18,070.06
PETTY CASH FLOAT	85.43

**22,352.47**