

TRUSTEE'S ANNUAL REPORT CALNE WORDFEST CHARITY 1179429

PERIOD 05/04/2020 TO 05/04/21

TRUSTEES

RUTH HILL CHAIR

JENNIFER DUNTHORNE SECRETARY TRUSTEE

ASHLEY MARTIN TRUSTEE

HELEN BRADLEY TRUSTEE

NICOLA HEALES / APPOINTED 06/04/2020

Wordfest principal address; Calne Library, 2 Beach Terrace, Calne, Wilts SN11 0RD

Governance; Calne Wordfest is a charitable incorporated organisation (CIO) operated under a constitution. It's only voting members are its Charitable Trustees. New Trustees will be elected by Trustees. Calne Wordfest seeks to hold meetings with representatives of statutory organisations, voluntary groups and volunteers in order to plan its activities. Wiltshire council and Town Council Representatives are often involved in the meetings.

Objects; Calne Wordfest seeks to help and support the residents of Calne Community Area improve the quality of their lives, developing skills and social confidence as a result of improving literacy. We raise funds to offer activities including drama, groups, competitions, trails and courses. We work with individuals, local groups, statutory agencies, schools, pubs and employers to support literacy.

Background; Calne Wordfest has been operating as a community group since 2016. Three main Literacy Festivals have been held, 2017, 2018 and 2019. Calne Wordfest gained Charitable status in August 2018. We have raised funds to operate the festivals, reading courses for adults and other informative, enjoyable and supportive activities for adults and children. We have been supported by Calne Area Schools, statutory agencies, employers and community groups to offer a variety of literacy themed events such as story writing competitions, drama, workshops and youth group activities.

Specific Activities 06/04/20 to 05/04/2021

The start of the year saw the development of the COVID-19 pandemic and lockdowns/tiers influenced all our activities throughout the year. Trustees were keen to continue and adapt planned activities but we were forced to postpone some. For example The Tempest Show planned to be delivered on 24 March 2020 had to be postponed and we had hoped to deliver this event to Primary schools and first year High school pupils in September 2020 but this still was not possible due to Covid precautions. Trustees have ring-fenced £1000 to deliver this Splats performance to schools as soon as we can arrange it.

A joint activity in the planning to deliver story writing workshops to vulnerable families in conjunction with the Rise Trust, Calne Children's centre during April 2020 also had to be postponed and as yet not been delivered.

In Spring 2020 Calne Town Councillors asked Calne Wordfest to deliver another Word/Story Trail around the Town designed to be accessed by mobile phones reading QR codes. Stories some in

written format and some in video format to be accessed by families and young people around the Town whilst exercising during Pandemic restrictions. It was felt that it would offer activity and interest conducted outdoors also using material provided by Calne residents in the Story Competition. Wordfest volunteers worked hard with a tight schedule to produce this Trail .The costs were covered by the Calne Area Board. Following the operation of the Summer Word/Story Trail a group of 'tech savvy' volunteers decided to develop the idea of a permanent Trail using modern technology to encourage and stimulate people's interest in stories of all kinds. This group continues to meet and develop their inspiring ideas with the ultimate aim being to launch a Calne history trail utilising progressive web app (PWA) technology.

The Wordfest Writers Group continued to meet regularly over Zoom this year, supporting and encouraging new and old writers of all kinds in developing and continuing their work.

A Learn to Read Course funded by ESF/ESFA started face to face tuition in November 2020 with 3 participants starting a 20 week course at Coleman's Farm Community Centre. Due to the pandemic people were reluctant to come forward but we decided to start with limited numbers. Launch 2 Learn, a private tutoring company, provided a teacher and a teaching assistant for the small group. The participants were provided with computers by Wordfest and taught to use them or their own mobile phones in case face to face tuition became difficult. After Xmas 2020 we were no longer able to continue with Face to face tuition so the 2 remaining students were taught on-line until end of March 21 when 20 week course finished. Wordfest has paid all of the ESF/ESFA grant so far, to Launch2 Learn for this 20 week session. Wordfest have also utilised £500 of the Underwood Trust funding to supplement the costs for this course for advertising .We continue to support one participant who is seeking training and employment in Child Care. A Wiltshire Council Officer approached us in March 2021 asking us to help a 17 year old traveller to learn to read. Currently we only have this one participant for the next course which must end by the end of October. ESF/ESFA have granted an extension from June 21 to October 21 because of Covid, to complete the project by end October 21. We could potentially recruit another 9 individuals, as each individual attracts just over £1000 per head from our possible Grant funding. Launch 2 Learn will be unable to deliver this course for just over £1000 with 1 participant so they are actively seeking to recruit others. Full claim and accounts will need to be submitted by Wordfest to Groundwork ESF/ESFA by end Oct. 2021 for any additional participants who are added to the programme. We thank Maria and Veronica from Launch whose commitment to this training and its administration has been much appreciated.

Ruth Hill was approached in the summer by a group of young people who wished to develop an online presence which may appeal to other young people developing literacy and communication. Covid has resulted in many young people being lonely and isolated so Wordfest is keen to support and develop these ideas. A grant of £1920 has been awarded by the Calne Area Board to develop this programme, covering audio recording equipment and a new website for Calne Wordfest that will be used to host the podcasts and video blogs being developed by the young people. It will also be used to support our social media presence by acting as a platform for Wordfest events and a stepping stone linking through to things like the PWA being used for the Calne History Trail Project.

We need to recruit more volunteers to support these projects/programmes.

Meetings between volunteers and with Trustees have all been carried out on Zoom this last year.

We thank all our committed volunteers for the great support and help they have provided in this difficult year including Lynne Hughes who acts as our Treasurer.

We also would like to thank Calne Area Board who have supported Wordfest with 2 grants in this last year for the Word Trail and the Young Person's Project

Jennifer Duthorne Wordfest Trustee and Secretary will be resigning as of 30 April 2021 but we are very fortunate that Louise Godwin a committed volunteer has agreed to become a Trustee and take over Jennifer's role as Secretary.

Cllr Sam Pearce -Kearney has also agreed to become a trustee and to take over the managing of the Learn to Read Programme after Jennifer leaves at the end of April 21.

Fortunately Wordfest still has £8914.09 in the bank on 05/04/21 but much is allocated for specific activities.

Ring-fenced funds for April 21 to April 22

£400 Public liability and volunteer insurance

£1900 Young Persons Project

£1000 Theatre/Drama Production for schools -Splats

£3500 remaining from Underwood Trust funds to support literacy.

It would therefore be wise to seek some fundraising activity in the coming year April 2021 to April2022.

Transaction Date	Transaction Type	Sort Code	Account Number
06/04/2020	OPENING BALANCE	'30-80-95	52228068
09/04/2020	BGC	'30-80-95	52228068
30/04/2020	FPO	'30-80-95	52228068
17/06/2020	DEB	'30-80-95	52228068
13/07/2020	FPO	'30-80-95	52228068
03/08/2020	FPO	'30-80-95	52228068
04/08/2020	BGC	'30-80-95	52228068
12/08/2020	FPO	'30-80-95	52228068
12/08/2020	FPO	'30-80-95	52228068
12/08/2020	FPO	'30-80-95	52228068
12/08/2020	FPO	'30-80-95	52228068
17/08/2020	FPO	'30-80-95	52228068
18/09/2020	FPO	'30-80-95	52228068
28/09/2020	FPO	'30-80-95	52228068
01/10/2020	FPO	'30-80-95	52228068
01/10/2020	TFR	'30-80-95	52228068
02/11/2020	FPO	'30-80-95	52228068
10/11/2020	FPO	'30-80-95	52228068
11/11/2020	DEB	'30-80-95	52228068
16/11/2020	FPO	'30-80-95	52228068
25/11/2020	FPO	'30-80-95	52228068
10/12/2020	DEB	'30-80-95	52228068
14/12/2020	FPI	'30-80-95	52228068
29/12/2020	FPO	'30-80-95	52228068
29/12/2020	FPO	'30-80-95	52228068
11/01/2021	DEB	'30-80-95	52228068
27/01/2021	FPO	'30-80-95	52228068
10/02/2021	DEB	'30-80-95	52228068
15/03/2021	DEB	'30-80-95	52228068
30/03/2021	BGC	'30-80-95	52228068
31/03/2021	FPO	'30-80-95	52228068
05/04/2021	CLOSING BALANCE	'30-80-95	52228068

Transaction Description

REACH SOUTH ACADEM REACH SOUTH ACADEM

LAUNCH 2 LEARN 500000000593981894 TUTORIAL SESSIONS 401717 10 30APR20 15:06

NETNERD.CO* NETNER CD 3315

JENNY DUNTHORNE 100000000621351648 LIAM GOOGLE REGIST 089286 10 12JUL20 18:22

JENNY DUNTHORNE 200000000629364193 LIAM 089286 10 02AUG20 11:25

WILTSHIRE COUNCIL 20045625982020

TIMOTHY HAVENITH 400000000640412822 WORDFEST PRIZE 110681 10 12AUG20 17:05

MRS R M HILL 200000000633755666 RE LITTLE PHOTO CO 776635 10 12AUG20 17:05

MILO F MORRIS 600000000635492812 WORDFEST PRIZE 110036 10 12AUG20 17:04

M WATERS 100000000634205057 WORDFEST PRIZE 401604 10 12AUG20 17:03

LIAM GALE 200000000635250539 WORDFEST TRAIL 309199 10 16AUG20 20:57

LIAM GALE 500000000651058559 ANDROID EXTENSION 309199 10 18SEP20 11:34

JENNY DUNTHORNE 400000000659329429 JAM PRINT /MAJUBA 089286 10 27SEP20 16:53

PAUL WIGELSWORTH 300000000660579370 WORDFEST POSTERS 404760 10 01OCT20 16:08

CALNE WORDFEST 308095 54743668

ACCESS INSURANCE 300000000673524654 FRD27832 PUBLIC LI 404620 10 01NOV20 13:03

DALTON GODWIN 200000000672426264 2 X WORDFEST USB 602140 10 10NOV20 17:29

giffgaff CD 3315

DALTON GODWIN 200000000674207795 LAPTOP SECURITY 602140 10 15NOV20 10:53

COLEMANS FARM LEAR 600000000680191671 CALNE WORDFEST 089299 10 25NOV20 16:31

giffgaff CD 3315

MUIR AS FROM ALASTAIR MUIR 099899540471212101 404786 10 12DEC20 17:40

JENNY DUNTHORNE 100000000694430426 JAM PRINT /MAJUBA 089286 10 29DEC20 13:42

COLEMANS FARM LEAR 400000000700676169 CALNE WORDFEST 089299 10 29DEC20 13:41

giffgaff CD 3315 10JAN21

LAUNCH 2 LEARN 500000000707703433 TUTORIAL SESSIONS 401717 10 27JAN21 20:03

giffgaff CD 3315

ZOOM.US 888-799-96 CD 3315 14MAR21

WILTSHIRE COUNCIL 20048229442020

LAUNCH 2 LEARN 200000000734069478 TUTORIAL SESSIONS 401717 10 31MAR21 19:58

Debit Amount	Credit Amount	Balance	
		£6,355.33	
	£100.00	£6,455.33	
£1,135.00		£5,320.33	
£16.78		£5,303.55	
£25.00		£5,278.55	
£41.00		£5,237.55	
	£640.00	£5,877.55	
£50.00		£5,677.55	
£50.00		£5,727.55	
£50.00		£5,777.55	
£50.00		£5,827.55	
£250.00		£5,427.55	
£21.50		£5,406.05	
£25.00		£5,381.05	
£360.00		£10,025.06	
	£5,004.01	£10,385.06	Transfer from Wordfest Savings Account (see second tab)
£237.65		£9,787.41	
£65.98		£9,721.43	
£10.00		£9,711.43	
£33.96		£9,677.47	
£52.00		£9,625.47	
£10.00		£9,615.47	
	£100.00	£9,715.47	
£5.00		£9,657.97	
£52.50		£9,662.97	
£10.00		£9,647.97	
£1,500.00		£8,147.97	
£10.00		£8,137.97	
£143.88		£7,994.09	
	£1,920.00	£9,914.09	
£1,000.00		£8,914.09	
		£8,914.09	
£5,205.25	£7,764.01		