



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1st	October	2021		30th	September	2022

## Section A Reference and administration details

Charity name	Scott's Grotto CIO		
Other names charity is known by	Scott's Grotto Trust		
Registered charity number (if any)	1180709		
Charity's principal address	c/o The Priory		
	High Street		
	Ware		
	Postcode	SG12 9AL	

### 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	Graham Watson	Chairman		Scott's Grotto CIO
2	Ben Wood	Vice-Chairman		"
3	Emily Coulter	Secretary	1 <sup>st</sup> October to 23 <sup>rd</sup> March	"
4	Linda Wells	Treasurer	1 <sup>st</sup> October to 18 <sup>th</sup> July	"
5	Sue Newman			"
6	Robert Owen			"
7	Mark Pope			"
8	Adrian Newman			"
9	Ian Ellis		29 <sup>th</sup> June to 18 <sup>th</sup> August	"
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

## Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

## Name of chief executive or names of senior staff members (Optional information)

--

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution of a Charitable Incorporated Organisation whose only voting members are its charity trustees
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Appointed by Scott's Grotto CIO 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.

Nominated Trustees
East Herts District Council ("the appointing body") may appoint two charity trustees.
The Ware Society ("the appointing body") may appoint two charity trustees.

## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

The restoration, preservation and protection of the Grade I Listed property Scott's Grotto in Hertfordshire and its associated Grade II\* listed Summerhouse, gardens and grounds for the benefit of the public and the advancement of education of the public in its architecture, history and heritage.



**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)**

- Opened 47 times for public access with a total of 2410 visitors.
- 487 visitors for an Easter Egg Trail.
- Provision of a new Arbour.
- General Garden and Building Maintenance
- Volunteer work in the grounds and within the site.

Trustees have complied with their duty to have due regard to the commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant.

**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.

Scott's Grotto relies on volunteers to open to the public and are extremely grateful to the 30 plus people who gave over 250 hours of their time in order that the public could benefit from access to this unique heritage site.

**Summary of the main achievements of the charity during the year**

- Our volunteer stewards gave over 250 hours of their time to open Scott's Grotto for the public.
- We arranged a free Musical Afternoon as a thank you to our stewards.
- Scott's Grotto was featured on an edition of Antiques Road Trip.
- We cancelled our planned opening for Heritage weekend as a mark of respect for the late Queen Elizabeth II.
- Provision of a new Arbour, Work around the Rotunda, Summerhouse Doors and Step replacement, General Garden Maintenance

## Section E Financial review

**Brief statement of the charity's policy on reserves**

Scott's Grotto intend to hold a minimum of £5,000 in reserves to cover unexpected costs and reduced income.

**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.

#### Sources of Funds

##### Income

- Visitor income
- Grants

##### Expenditure

- Preservation of the site and buildings
- Buildings and grounds maintenance
- Sales and publicity

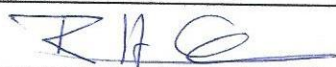
## Section F Other optional information

## 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)** Robert Owen

**Position (eg Secretary, Chair, etc)** Chairman

**Date**

19<sup>th</sup> October 2022





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
Scott's Grotto CIO

No (if any)  
1180709

## Receipts and payments accounts

CC16a

For the period  
from

Period start date  
01/10/2021

To

Period end date  
30/09/2022


### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Grants	100	-	-	100	28,805
Visitor donations	3,572	-	-	3,572	5,175
Fundraising	-	-	-	-	-
Sundry Income	8	-	-	8	174
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>3,680</b>	<b>-</b>	<b>-</b>	<b>3,680</b>	<b>34,155</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>3,680</b>	<b>-</b>	<b>-</b>	<b>3,680</b>	<b>34,155</b>
<b>A3 Payments</b>					
Rates, Insurance and Utilities	2,481	-	-	2,481	2,474
Site Maintenance costs	871	-	-	871	13,672
Sales and publicity	400	-	-	400	1,667
Website	4,142	-	-	4,142	-
Enhancements	4,230	-	-	4,230	-
Management costs	202	-	-	202	-
Covid costs	-	-	-	-	83
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>12,326</b>	<b>-</b>	<b>-</b>	<b>12,326</b>	<b>17,895</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>12,326</b>	<b>-</b>	<b>-</b>	<b>12,326</b>	<b>17,895</b>
<b>Net of receipts/(payments)</b>	<b>- 8,647</b>	<b>-</b>	<b>-</b>	<b>- 8,647</b>	<b>16,260</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>52,336</b>	<b>-</b>	<b>-</b>	<b>52,336</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>43,690</b>	<b>-</b>	<b>-</b>	<b>43,690</b>	<b>16,260</b>

## 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 £
<b>B1 Cash funds</b>				
		-	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>43,690</b>	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>				
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>				
		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>				
		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>				
		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
		CHRISTOPHER WATSON	19-10-22