



Trustees' Annual Report for the period

	Period start date			Period end date		
	1st	October	2022		30th	September 2023
From				To		

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	Robert Owen	Chairman		Scott's Grotto CIO
2	Graham Watson	Secretary		"
3	Ben Wood	Vice-Chairman/ Treasurer		"
4	Sue Newman			"
5	Mark Pope			"
6	Adrian Newman			"
7	Graeme Hill		26-6-23 onwards	
8				
9				
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)

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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 55 times for public access with a total of 3541 visitors.
- 971 visitors for an Easter Egg Trail.
- Work around the Rotunda, Summerhouse Doors and Grotto Step replacement, General Garden 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 35 plus people who gave 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 200 hours of their time to open Scott's Grotto for the public.
- Installed a 'Drum' as a memorial to John Scott and his poem 'The Drum'.
- Enhancements to display and information boards.

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
- Grounds maintenance
- Publicity for the Grotto

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)

CHAIR

Date

29/11/2023.



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
01/10/2022

To

Period end date
30/09/2023

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Grants	1,050	-	-	1,050	100
Visitor donations	4,271	-	-	4,271	3,572
Events	1,323	-	-	1,323	-
Sundry Income	-	-	-	-	8
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	6,645	-	-	6,645	3,680
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	6,645	-	-	6,645	3,680
A3 Payments					
Rates, Insurance and Utilities	239	-	-	239	2,481
Site Maintenance costs	2,750	-	-	2,750	871
Sales and publicity	499	-	-	499	400
Website	588	-	-	588	4,142
Enhancements	3,293	-	-	3,293	4,230
Events	703	-	-	703	-
Management costs	243	-	-	243	202
	-	-	-	-	-
	-	-	-	-	-
Sub total	8,314	-	-	8,314	12,326
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	8,314	-	-	8,314	12,326
Net of receipts/(payments)	- 1,670	-	-	- 1,670	- 8,647
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	43,690	-	-	43,690	52,336
Cash funds this year end	42,020	-	-	42,020	43,690

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 £
B1 Cash funds		-	-	-
		-	-	-
		-	-	-
	Total cash funds	42,020	42,020	43,690
	(agree balances with receipts and payments account(s))	OK	Agreement Error	Agreement Error
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets				
B4 Assets retained for the charity's own use				
B5 Liabilities				

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

Date of approval

Robert Owen

ROBERT OWEN

29/11/2023