

PENRHYS PILGRIMAGE PROJECT: TRUSTEES REPORT FOR 2020

1. The Penrhys Pilgrimage Project (PPP) was registered as a Charitable Incorporated Institution (CIO Number 1180932) on 30 November 2018. Its only voting members are its Charity Trustees - all appointed by the Charity itself viz Lady Helen Lloyd Jones (Chairman); Rob Moverley (Treasurer); Kay Powell (Secretary); Allan Cook and Chris Bryant MP for Rhondda.
2. The principal office of the CIO is at Llanfair Uniting Church, Penrhys, RCT CF43 3RH
3. The objects of the CIO are:
 - to improve for the benefit of the public the route of the old Penrhys Pilgrimage from Llandaff to Penrhys, encouraging use of the path by waymarking, planting and incorporating public art; and
 - to advance education of the public in the conservation, preservation and enhancement of the natural and cultural environment to enhance their health, well-being, knowledge and skills.
4. Our Community Bank Account is with Barclays Bank. Public Liability Insurance has been in place from August 2018, renewed in August 2019 and again in August 2020.
5. The year to 31st December 2020 was impacted by the Covid 19 Pandemic. Only two meetings were held during 2020 - on 14 January and 19 February - but those involved in the Penrhys Pilgrimage Working Party (PPWP) continue to communicate with Trustees and each other using the project e-mail: ppwp2020@gmail.com and work continued - as far as possible within the Covid Regulations - in line with the Business Plan confirmed by PPWP on 25 February 2019.
6. It was very disappointing that, after the significant effort which had gone into preparations, the Children's Celebration of the Penrhys Pilgrimage Path due to take place in Llandaff Cathedral on 25 March 2020 with children in Year 6 from 6 Primary Schools had to be cancelled. However the music composed for the Celebration - Hilary Tann's "Penrhys Fanfare" - is to be given its performance by the National Youth Orchestra of Wales during 2021.
7. Despite the Pandemic we managed to make some progress on other elements of our Business Plan as follows:
 - 7.1 Establishment of a website: www.penrhyspilgrimageway.wales with the equivalent in Welsh: www.taithpererindodpenrhys.cymru, and agreement from the Diocese of Llandaff to initially finance the hosting and later host both in the long term.

7.2 Some progress was made on erecting way-marks along sections of the path, one stile was replaced by a gate, and a start was made on erecting specially designed Information Boards.

7.3 Publicity for PPP via a number of media channels and publications:

- broadcast on Radio 4 in February 2020 of a walk along Penrhys Pilgrimage Way as one of Clare Balding's 'Ramblings';
- a recording by Lauren Slye of Treorchy Comprehensive School of a teaching video for Year 7; a YouTube video released on Penrhys Pilgrimage Way;
- an on-line fund-raising Midsummer Night Storytelling event in June organised by Steve Killick featuring PPP;
- articles by Professor Maddy Gray and by Allan Cook in the National Museum of Wales Friends magazine; and
- regular communication between our Chairman and our Trustees with our partners in Cardiff Council, Rhondda Cynon Taf County Council, Trivallis and other members of the PP Project via email and phone.

7.4 This publicity has lead to increasing use of the Path by individuals - some of whom have used their walk to raise money for charitable causes - and organised groups of walkers and runners.

7.5 Work has continued in liasion with the local authorities to ensure completion of waymarking, to maintain progress on replacing stiles with gates, and - to enable this work - on making applications for funding, and to assess maintenance requirements and potential sources of funding to remedy problems on sections of the path, in particular at Pantawel Lane and the former rail bridge in Tonyrefail.

Signed by the Chairman:



Date: 18th October 2021

PENRHYS PILGRIMAGE PROJECT CIO 1180932

FINANCE REPORT Year Ending December 2020

Chair : Helen Lloyd Jones
Treasurer : Robert Moverley

Summary

This is the finance report for the Penrhys Pilgrimage Project for the year ending 31st December 2020. It provides a summary of the finances managed by the project from 1st January 2020 until 31st December 2020. This includes details of the banking arrangements, a summary of the financial activity and a financial statement covering the period of the report.

Banking Arrangements

The project holds its funds with Barclays and uses online banking for the majority of the financial administration. There are 2 accounts - a Community Account and a Business Premium Account. These accounts require 2 signatories on cheques and a second authorisation for any online transactions. The signatories to the accounts are Rob Moverley, Helen Lloyd-Jones and Allan Cook. The majority of the money is held in the Community Account where all transactions are carried out. The cheque book and paying-in book are held with the treasurer.

Summary of Financial Activity

During 2020 grants were received from the John Andrews Trust and the Rambler's Holiday Charitable Trust (both to cover costs associated with changing styles to gates), and grants from Radyr and Morganstown Community Council and Llantrisant Community Council as a contribution to the cost of developing Passport Stamps. A storytelling event during the year also raised funds for the project and 2 Gift Aid claims were made. The majority of the expenditure was spent developing the Website, purchasing the Waymarkers and creating the Passport Stamps. Some money was also spend on education workshops in schools, including visits to prepare for the Celebration event in March, which sadly had to be postponed.

Accounts for 2020

The accounts for 2020 are shown below. The following is a summary

During the period the project Received £8,917.21 and spent £8,069.48, leaving a balance of £11,800.07. Of this £8,884.22 is held as Restricted Funds.

These accounts are due to be reviewed by Mrs. Sian Gill during September 2021

Penrhys Pilgrimage Project Account 2020

							Opening Balance	£10952.34
Receipts		Who	What	Category	Sub Category	Fund	Amount	Total
20/01/2020	Direct Credit from	John Andrews Charitable Trust	Grant for replacing styles with gates	Grants	John Andrews Trust	John Andrews Trust	£4000.00	£4000.00
25/02/2019	Direct Credit from	HMRC Charities	Gift Aid Claim	Sundry Income	Gift Aid	General	£17.51	£17.51
23/03/2020	Deposit (Caerphilly)	Tonyrefail Community Council	Grant for Passport Stamps	Grants	Passport Stamps	Passport Stamps	£50.00	£300.00
		Anon	Gift	Donations	Gifts	General	£250.00	
03/03/2020	Direct Credit	BBC Home Services	Payment for Ramblings food	Donations	Gifts	General	£25.60	£25.60
19/03/2020	Direct Credit	Llantrisant Community Council	Grant for Passport Stamps	Grants	Passport Stamps	Passport Stamps	£150.00	£150.00
26/03/2020	Direct Credit	Radyr and Morganstown Community Council	Grant for Passport Stamps	Grants	Passport Stamps	Passport Stamps	£30.00	£30.00
08/07/2020	Direct Credit	Julie Schwarz	Storytelling Event	Donations	Fund-raising	General	£1249.60	£1249.60
17/07/2020	Deposit (Caerphilly)	Mrs A E Lawrence	Gift re storytelling	Donations	Gifts	General	£20.00	£60.00
		Mrs L L Chappin	Gift re storytelling	Donations	Gifts	General	£25.00	
		Dr E M Davey	Gift re storytelling	Donations	Gifts	General	£15.00	
11/08/2020	Deposit (Caerphilly)	Ramblers's Holiday Charitable Trust	Grant for Styles	Grants	Ramblers Holiday Trust	Ramblers's Holiday Trust -Styles	£3000.00	£3000.00
18/11/2020	Direct Credit from	HMRC Charities	Gift Aid Claim	Sundry Income	Gift Aid	General	£84.50	£84.50
			Total Receipts					£8917.21
Payments		Who	What	Category	Sub Category	Fund	Amount	Total
23/01/2020	Transfer	Claire Boot	Website Development	Website	Design	Trivallis Community Investment Fund	£165.00	£280.08
			Workshop at Penygawsi	Education	Workshops	Trivallis Fast Track Fund	£60.00	
			Viewranger OS Map	Website	Design	Trivallis Community Investment Fund	£20.00	
			Travel to Pengawsi	Travel	Train	Trivallis Fast Track Fund	£7.40	
			Letters to Schools	Administration	Stationary	Trivallis Fast Track Fund	£16.70	
			Letters to Schools	Administration	Postage	Trivallis Fast Track Fund	£10.98	
20/02/2020	Transfer	Claire Boot	Website Development	Website	Design	Trivallis Community Investment Fund	£180.00	£420.00
			Workshop at Penrhys	Education	Workshops	Trivallis Fast Track Fund	£180.00	
			Workshop at Trealaw	Education	Workshops	Trivallis Fast Track Fund	£60.00	
20/02/2020	Transfer	Cardiff City Council	Waymarkers	Way Marking	Way markers	Ramblers's Holiday Trust	£4500.50	£4500.50
03/03/2020	Transfer	Claire Boot	Website Development	Website	Design	Trivallis Community Investment Fund	£135.00	£275.20
			Workshop at Castellau Ysgol Gymraeg	Education	Workshops	Trivallis Fast Track Fund	£60.00	
			Workshop at Tref Y Ruig Primary	Education	Workshops	Trivallis Fast Track Fund	£60.00	
			Workshop Materials	Education	Workshops	Trivallis Fast Track Fund	£3.00	
			Travel to Castellau Ysgol Gymraeg	Travel	Train	Trivallis Fast Track Fund	£11.70	
			Train from Penarth to Taffs Well 19/02/2020 for Claire Balding Programme	Travel	Train	General	£5.50	
15/03/2020	Transfer	Media Design	Design of Penrhys Pilgrimage Passport and Stamps	Passports	Passport Design	Passport Stamps	£358.80	£358.80
03/04/2020	Transfer	Claire Boot Jan Expenses	Travel to a meeting at St David's Uniting Church, Pontypridd	Travel	Train	General	£7.60	£273.30
			Travel to a workshop at Trealaw Primary School, Tonypandy	Travel	Train	Trivallis Fast Track Fund	£7.60	
			Travel to workshops at Penrhys Primary School via Ystrad	Travel	Train	Trivallis Fast Track Fund	£9.20	
			Workshop materials	Education	Workshops	Trivallis Fast Track Fund	£6.00	
		Claire Boot March Invoice	Website Development	Website	Design	Trivallis Community Investment Fund	£90.00	
			Workshop at Bryn Deri Primary School	Education	Workshops	Trivallis Fast Track Fund	£60.00	
			Workshop at Llantrisant Primary School	Education	Workshops	General	£60.00	
		Claire Boot March Expenses	Posting the footpath for the 'virtual pilgrimage'	Administration	Postage	General	£14.80	
			Travel to Bryn Deri Primary School	Travel	Train	General	£4.20	
			Travel to Llantrisant Primary School	Travel	Train	Trivallis Fast Track Fund	£13.90	

							Opening Balance	£10952.34
03/04/2020	Transfer	Delwedd	Web Hosting	Website	Hosting	General	£119.40	£119.40
11/05/2020	Transfer	Claire Boot April Invoice	Website Development	Website	Design	Trivallis Community Investment Fund	£240.00	£240.00
11/06/2020	Transfer	Claire Boot May Invoice	Website Development	Website	Design	Trivallis Community Investment Fund	£180.00	£180.00
01/07/2020	Transfer	Beti George	Website Translation	Website	Design	Trivallis Community Investment Fund	£850.00	£850.00
01/07/2020	Transfer	Claire Boot June Invoice	Website Development	Website	Design	Trivallis Community Investment Fund	£135.00	£135.00
13/08/2020	Transfer	Claire Boot July Invoice	Website Development	Website	Design	Trivallis Community Investment Fund	£120.00	£120.00
12/09/2020	Transfer	Claire Boot August Invoice	Website Development	Website	Design	Trivallis Community Investment Fund	£75.00	£75.00
03/12/2020	Online Banking TFR	Zurich	Insurance	Administration	Insurance	General	£242.20	£242.20
			Total Payments					£8069.48
							Net Receipts / Payments	£847.73
							Closing Balance	£11800.07

ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Charities Act 1993 Section 42(3), using the Receipts and Payments basis available to small charities.

FUND ACCOUNTING

Unrestricted Funds may be used by the project for any of its ordinary purposes.

Designated Funds represent unrestricted funds set aside by the project for specific designated purposes; they can be transferred back into general funds at the project's decision.

Summary of Spend By Fund

Unrestricted Fund Details

Fund Name	Opening Balance	Paid In	Transfers	Paid Out	Closing Balance
General	£1711.14	£1,687.21	-£358.80	£453.70	£2585.85
Total	£1711.14	£1687.21	-£358.80	£453.70	£2585.85

Designated Fund Details

Fund Name	Opening Balance	Paid In	Transfers	Paid Out	Closing Balance
Pentyrch Community PCC	£100.00	£0.00		£0.00	£100.00
Llantrisant Community Council	£0.00	£0.00		£0.00	£0.00
Passport Stamps	£0.00	£230.00	£358.80	£358.80	£230.00
Radyr & Morganstown	£0.00	£0.00		£0.00	£0.00
Total	£100.00	£230.00	£358.80	£358.80	£330.00

Restricted Funds represent income which may be expended only on those restricted objects provided in the terms of a trust or bequest, or donations or grants received or invited for a specific purpose. These funds can only be spent on the specific purpose for which they were given. Any balance remaining unspent must be carried forward as a balance on that fund for future expenditure on that specific purpose, or returned; it cannot be absorbed into general funds.

Restricted Fund Details

Fund Name	Purpose	Opening Balance	Paid In	Paid Out	Closing Balance
Rambler's Holiday Trust	Waymarking	£5000.00	£0.00	£4500.50	£499.50
John Andrews Trust	Convert Styles to Gates	£0.00	£4000.00	£0.00	£4000.00
Rambler's Holiday Trust -Styles	Convert Styles to Gates	£0.00	£3000.00	£0.00	£3000.00
Trivallis Fast Track Fund	Workshops in RCT	£1000.00	£0.00	£566.48	£433.52
Trivallis Community Investment Fund	Website Development	£3141.20	£0.00	£2,190.00	£951.20
Ty Cerdd	Music for Celebration	£0.00	£0.00	£0.00	£0.00
Total		£9141.20	£7000.00	£7256.98	£8884.22

Category Analysis of Income and Expenditure

Penrhys Pilgrimage Project 2020

Category	SubCategory	Unrestricted	Restricted	Designated	Total		
Opening Balance							£10952.34
Income							
Donations	Gifts	£335.60	0	£0.00	£335.60		
	Fund-raising	£1249.60	0	£0.00	£1249.60		
Total Donations						£1585.20	
Grants	Ramblers Holiday Trust	0	0	£3000.00	£3000.00		
	Trivallis Fast Track Fund	0	0	£0.00	£0.00		
	Trivallis Community Investment Fund	0	0	£0.00	£0.00		
	John Andrews Trust	0	0	£4000.00	£4000.00		
	Passport Stamps	0	£230.00	£0.00	£230.00		
	Ty Cerdd	0	0	£0.00	£0.00		
Total Grants						£7230.00	
Sundry Income	Gift Aid				£102.01		
	Bank Interest				0		
Total Grants						£102.01	
Total Income						£8917.21	
Expenditure							
Administration	Insurance	£242.20	0	£0.00	£242.20		
	Postage	£14.80	0	£10.98	£25.78		
	Stationary	0	0	£16.70	£16.70		
Total Administration						£284.68	
Way Marking	Way markers	0	0	£4500.50	£4500.50		
	Posts	0	0	£0.00	£0.00		
	Nails etc.	0	0	£0.00	£0.00		
Total Way Marking						£4500.50	
Total Way Marking						£0.00	
Travel	Train	£17.30	0	£49.80	£67.10		
	Bus	0	0	£0.00	£0.00		
	Car	0	0	£0.00	£0.00		
Total Travel						£67.10	
Celebration	Music	0	0	£0.00	£0.00		
	Transport	0	0	£0.00	£0.00		
Total Celebration						£0.00	
Education	Flowers	0	0	£0.00	£0.00		
	Workshops	£60.00	0	£489.00	£549.00		
Total Education						£549.00	
Passports	Passport Design	0	£358.80	£0.00	£358.80		
Total Passports						£358.80	
Publicity	Banner	0	0	£0.00	£0.00		
	Flyers	0	0	£0.00	£0.00		
Total Publicity						£0.00	
WebSite	Design	0	0	£2190.00	£2190.00		
	Hosting	£119.40	0	£0.00	£119.40		
Total Website						£2309.40	
Total Expenses						£8069.48	
Closing Balance							£11800.07

APPROVED by the Trustees Meeting held on

and signed on its behalf

by HELEN LLOYD (name)
JONES

(signature)
Helen Lloyd Jones

PENRHYS PILGRIMAGE PROJECT

FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2020

TREASURER'S STATEMENT

I have prepared the financial statements for the year ended 31st December 2020

Rob Moverley

(name)

Rob Moverley

(signature)

6th September 2021 (date)

INDEPENDENT EXAMINER'S REPORT

I report on the financial statements of the PENRHYS PILGRIMAGE PROJECT for the year ended 31 December 2020

Respective responsibilities

The project is responsible for the preparation of the financial statements, and considers that the audit requirement of Section 43(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under Section 43(7)(b) of the Act, whether particular matters have come to my attention.

Basis of Independent Examiner's report

My examination was carried out in accordance with the General Directions of the Charity Commissioners. An examination includes a review of the accounting records kept by the ~~charity~~ *project* and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the financial statements.

Independent Examiner's statement

In connection with my examination of the project's funds, nothing came to my attention which gave me cause to believe otherwise than that the financial statements accord with the accounting records of the project, and that those records satisfied the requirements of the Act. I am not aware of any matter to which attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

Signed by the Independent Examiner:

Sian Gill

date:

14/10/21

Name and address of the Independent Examiner:

*Sian Gill ACCA
7 Jenner Walk
Church Village
CF38 1GE*