

PENRHYS PILGRIMAGE PROJECT: TRUSTEES REPORT FOR 2021

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 and was renewed annually.

5. The year to 31st December 2021 was again impacted by the Covid 19 Pandemic. However we continued to make progress in line with our 25 February 2019 Business Plan, albeit within the constraints of the prevailing Covid Regulations. We communicated as Trustees and with our wider community of supporters mainly via ppwp2020@gmail.com. Only one meeting of the Working Party was held during the year - on 9 November - but this was conducted via Zoom, enabling a larger number of people to participate than would have been possible in person.

6. Despite the Pandemic we managed to make significant progress on elements of our Business Plan as follows:

6.1 our Trustees continued to liaise with Members and Officers of Cardiff Council and Rhondda Cynon Taf County Borough Council to enable completion of waymarking, to maintain progress on replacing stiles with gates, and - to enable this work - on making applications for funding;

6.2 initial work was undertaken to clear land alongside the steps leading from Dinas Rhondda towards Garth Park, and work continued on identifying maintenance requirements for the path and potential sources of funding, including for major repairs needed at Pantawel Lane and the former rail bridge at Treferig;

6.3 specially designed Information Boards were erected at Llandaff, Radyr, Groesfaen, Rhiwsaeson, Llantrisant Common and Tonyrefail, and several more were in production;

6.4 publicity for PPP continued via our Facebook page and other media, including:
www.penrhyspilgrimageway.wales with the equivalent in Welsh:
www.taithpererindodpenrhys.cymru;

6.5 the project benefitted from grants and donations from many sources including Trivallis, Community Councils and individuals - including from a live story-telling event, organised and presented by Steve Killick and Judy Schwarz in Llandaff - as identified in our Financial Report;

6.6 the music composed for the Children's Celebration due to have taken place in 2020 - Hilary Tann's "Penrhys Fanfare" - was given its first performance by the National Youth Orchestra of Wales at a concert to mark 75 years since it was founded;

6.7 whilst involvement of school pupils was more limited than anticipated originally, two hugely enjoyable events were the dressing of Christmas trees in Treallaw and Dinas - with decorations they had made - by pupils from local primary schools and Valleys Kids;

6.8 use of the Path by individuals, some of whom have used their walk to raise money for charitable causes, and by organised groups of walkers and runners has continued to increase - for example, Historia Normanis Cardiff undertook a pilgrimage in authentic medieval dress, and 3 runners completed the route in a record time of 3 hours and 47 minutes;

6.9 in view of the delays imposed on our timetable by Covid, the Trustees agreed to extend the timescale for the project.

Signed by the Chairman: Helen Lloyd Jones

Date: 27th September 2022

PERERINDOD PENRHYS PILGRIMAGE AGM

7PM WEDNESDAY 27 SEPTEMBER 2022 VIA ZOOM

MINUTES

Attendees: Helen Lloyd Jones (HLJ) (Chairman); Rob Moverley (RoM); Kay Powell (KP); Allan Cook (AC) **Apologies:** Chris Bryant MP

The Chairman welcomed attendees.

1. PPP Trustees Report 2021

The draft Trustees Report had circulated in advance of the AGM. AC proposed, and RoM seconded, that the Annual Report be approved as drafted, and this was carried unanimously. **ACTION: RoM to send the approved Annual Report to the Chairman to sign, and to forward it to the Charity Commissioners.**

2. PPP Finance Report 2021

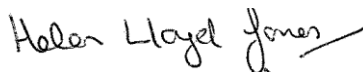
The draft Finance Report had circulated in advance of the AGM. HLJ asked if there were any questions on the Report. There were none, so AC proposed, and KP seconded, that the Report be approved. The resolution was carried unanimously. **ACTION: RoM to send the approved Finance Report to the Chairman to sign, and to forward it to the Charity Commissioners.**

3. AOB

There was none.

ACTION: KP to send the Draft Minutes of this meeting to the Chairman to approve, sign and forward to RoM for submission to the Charity Commissioners with the Annual Report and Finance Report.

Chairman



Date 9th October 2022

PENRHYS PILGRIMAGE PROJECT CIO 1180932

FINANCE REPORT Year Ending December 2021

Chair : Helen Lloyd Jones
Treasurer : Robert Moverley

Summary

This is the finance report for the Penrhys Pilgrimage Project for the year ending 31st December 2021. It provides a summary of the finances managed by the project from 1st January 2021 until 31st December 2021. 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. A Just Giving site has also been set up (<https://www.justgiving.com/penrhyspilgrimageway>) to allow people to fund raise for the Project and Claim Gift Aid where appropriate.

Summary of Financial Activity

During 2021 grants were received from the Radyr and Morganstown Community Council and Pentyrch Community Council (both for information boards), and a separate grant from Trivalis, administered by Community Foundation Wales for environmental work in the Rhondda. Donations were received from individuals who had done the walk or who have an interest in the project. These were either received for a set purpose or to be used as needed. Along with the annual costs of Insurance and Website maintenance, payments were also made for the design, purchase and installation of the Information Board in Radyr, the development of an educational video using the remainder of the Trivalis Fast Track fund and the purchase of Christmas trees using the Community Foundation Wales fund.

During the year, discussions also took place with the Llandaff Diocese about the hosting and maintenance of the website. In the short term, it was agreed the website would remain with Delwedd, but the costs of administration and maintenance would be born by the diocese from 2022 onwards.

Accounts for 2021

The accounts for 2021 are shown below. The following is a summary

During the period the project received £6,670 and spent £3,930.38, leaving a balance of £14,539.69. Of this £9,153.70 is held as Restricted Funds.

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

Penrhys Pilgrimage Project Account 2021

[illegible]

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	£2585.85	£390.00		£961.46	£2014.39
Total	£2585.85	£390.00	£0.00	£961.46	£2014.39

Designated Fund Details

Fund Name	Opening Balance	Paid In	Transfers	Paid Out	Closing Balance
Pentyrch Community PCC	£100.00	£600.00		£0.00	£700.00
Llantrisant Community Council	£0.00	£0.00		£0.00	£0.00
Passport Stamps	£230.00	£0.00		£0.00	£230.00
Radyr & Morgantown	£0.00	£2880.00		£2,338.40	£541.60
Information Boards	£0.00	£1900.00		£0.00	£1900.00
Total	£330.00	£5380.00	£0.00	£2338.40	£3371.60

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	£499.50	£0.00	£0.00	£499.50
John Andrews Trust	Convert Styles to Gates	£4000.00	£0.00	£0.00	£4000.00
C F In Wales	Environmental Work in IRCT	£0.00	£900.00	£147.00	£753.00
Rambler's Holiday Trust -Styles	Convert Styles to Gates	£3000.00	£0.00	£0.00	£3000.00
Trivallis Fast Track Fund	Workshops in RCT	£433.52	£0.00	£433.52	£0.00
Trivallis Community Investment Fund	Website Development	£951.20	£0.00	£50.00	£901.20
Total		£8884.22	£900.00	£630.52	£9153.70

Category Analysis of Income and Expenditure

Penrhys Pilgrimage Project 2021

Category	SubCategory	Unrestricted	Restricted	Designated	Total		
Opening Balance							£11800.07
Income							
Donations	Gifts	£240.00	£2,300.00	£0.00	£2540.00		
	Fund-raising	0	0	£0.00	£0.00		
Total Donations						£2540.00	
Grants	C F In Wales	0	0	£900.00	£900.00		
	Penttyrch Community PCC	0	£200.00	£0.00	£200.00		
	Radyr & Morgansstown	0	£2,880.00	£0.00	£2880.00		
Total Grants						£3980.00	
Sundry Income	Gift Aid				0		
	Foodbank Gift				£150.00		
	Bank Interest				0		
Total Grants						£150.00	
Total Income						£8670.00	
Expenditure							
Administration	Insurance	£242.20	0	£0.00	£242.20		
	Postage	0	0	£0.00	£0.00		
	Stationary	0	0	£0.00	£0.00		
Total Administration						£242.20	
Way Marking	Way markers	0	0	£0.00	£0.00		
	Posts	0	0	£0.00	£0.00		
	Nails etc.	0	0	£0.00	£0.00		
	Information Boards	£150.00	£2338.40	£50.00	£2538.40		
Total Way Marking						£2538.40	
Community Engagement	Christmas Trees	0	0	£147.00	£147.00		
	Japanese Knotweed	0	0	£0.00	£0.00		
Total Celebration						£147.00	
Education	Flowers	0	0	£0.00	£0.00		
	Video	0	0	£433.52	£433.52		
	Workshops	0	0	£0.00	£0.00		
Total Education						£433.52	
Sundry	Gift Transfer	£150.00	0	£0.00	£150.00		
Total Sundry						£150.00	
WebSite	Design	0	0	£0.00	£0.00		
	Hosting	£419.26	0	£0.00	£419.26		
Total Website						£419.26	
Total Expenses						£3990.38	
Closing Balance							£14539.69

APPROVED by the Trustees Meeting held on

and signed on its behalf

by HELEN LLOYD JONES
(name)

(signature) Helen Lloyd Jones

PENRHYS PILGRIMAGE PROJECT

FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2021

TREASURER'S STATEMENT

I have prepared the financial statements for the year ended 31st December 2021

Rob Moverley

(name)

Rob Moverley

(signature)

17th August 2022

(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 church 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:

9/10/22

Name and address of the Independent Examiner:

SIÂN GILL
7 JENNER WALK
CHURCH VILLAGE
CF38 1GE.

- Would be useful to have something on file to support the receipt from Radyr Community Council of £2K.
- Some invoices not present:
 - Way Marketing £100 (27/01)
 - Way Marketing £50 (12/07)
 - Education Video £433.52 (20/09) - although email
 - Foodbank gift £150 (20/09)
 - Way Marketing £50 (10/11)