



Trustees' Annual Report for the period

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|-------------|-------------------|---------|------|-----------|-----------------|----------|------|
| From | Period start date | | | To | Period end date | | |
| | 01 | January | 2021 | | 31 | December | 2021 |

Section A Reference and administration details

Charity name St Mary's Totnes Heritage Trust

Other names charity is known by Totnes Heritage Trust

Registered charity number (if any) 1182256

Charity's principal address

The Rectory

Northgate

Totnes, Devon

Postcode

TQ9 5NX

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) |
|----|----------------|-----------------|-----------------------------------|---|
| 6 | Emily Price | | | |
| 5 | Georgina Allen | | | |
| 4 | James Barlow | | | |
| 7 | John Anderson | | | |
| 1 | John Birch | Hon Chair | | |
| 2 | Lynne Birch | Hon Secretary | | |
| 8 | Penny Martin | | | |
| 9 | Susan Stabler | | | |
| 3 | Zoe Shearman | | | |
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Names of the trustees for the charity, if any, (for example, any custodian trustees)

| Name | Dates acted if not for whole year |
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Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
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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

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| Type of governing document (eg. trust deed, constitution) | Constitution |
| How the charity is constituted (eg. trust, association, company) | Trust |
| Trustee selection methods (eg. appointed by, elected by) | By invitation (with unanimous agreement of the 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.

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Section C Objectives and activities

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

The conservation for the public benefit of the historically significant mediaeval parish church of St Mary's in Totnes, and the outstanding heritage area around it and other sites of recognised heritage importance in Totnes.

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)

The Totnes Heritage Trust in partnership with the local parochial church council is planning to start the development phase of the St Mary's Church Project in the April 2022. The building is urgently in need of repair and is on Historic England's 'At risk' register. The Victorian floor tiles are breaking up, and the pews are on a timber platform built over shifting Victorian rubble.

A recent architect's report states: *'It is now essential that the nettle of major works is grasped ...the tiled floor repairs have been deemed most urgent since 2004..... It is my advice that the proper repair of the building can only be addressed with a programme of very substantial works, and it is appropriate that these should be considered along with changes to make the building more sustainable.'*

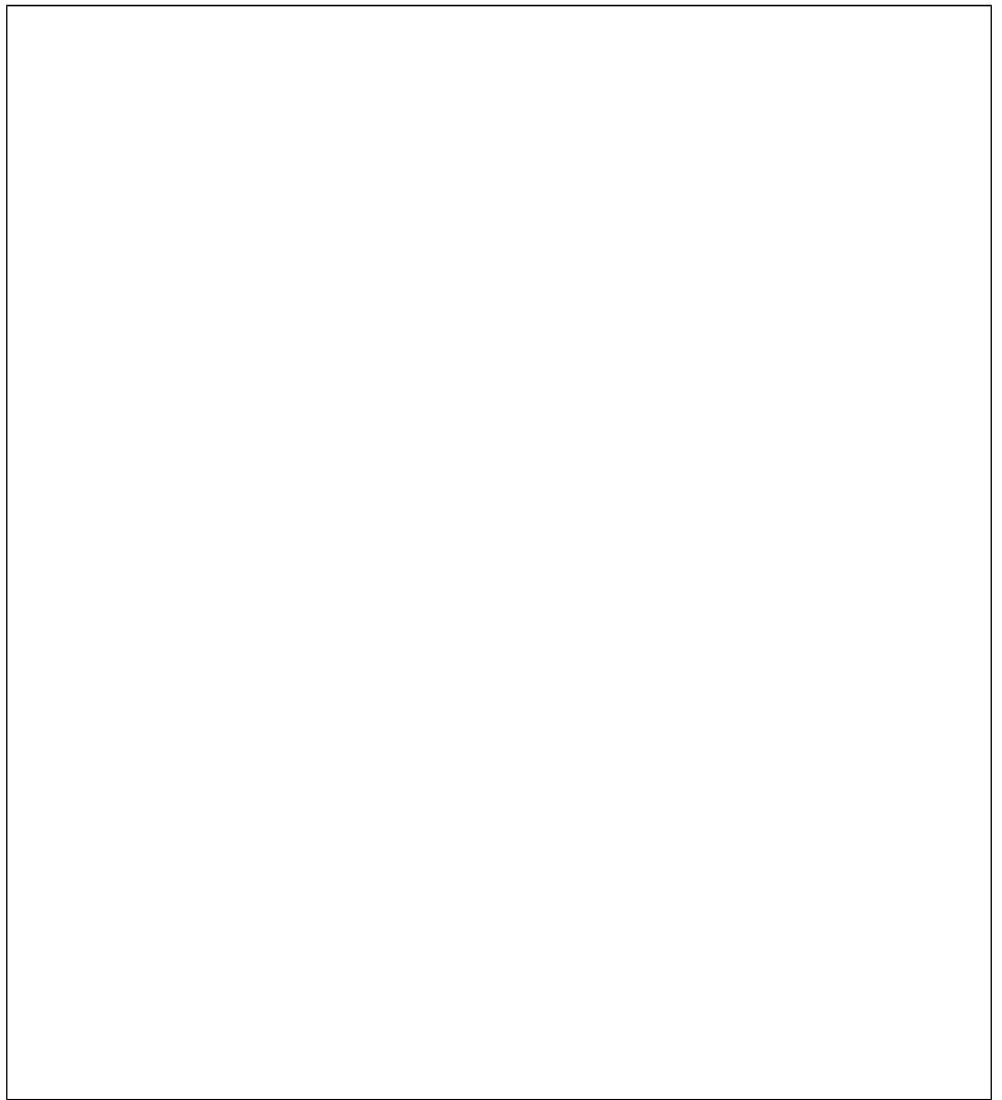
Public consultations on the changes required in the church have taken place and there is universal support for the need for sympathetic change and enhancements that would bring better facilities to enable more use and improved accessibility together with a much need community facility in the centre of our town.

During 2021 the Trust has endeavoured to raise awareness locally of the value of the building to the community through monthly local press releases, events in the church with local musicians and artists, organising a roadshow for the town with Exeter Cathedral to bring heritage of local interest from the cathedral to the church. In February 2021 the Trust launched a crowdfunding appeal that raised £20,000 towards the proposed works. The Trust successfully applied for a grant from the government's Culture Recovery Fund that enabled the church to carry out urgent external repairs. In May the Trust ran a one week pop up shop in the centre of the town to publicise its work and sell a small range of merchandise and church tours and a church activity trail were run during the week. A short story competition, based on the Trust's large Totnes Heritage Map based in the church was launched and ran successfully throughout the summer with a prize giving in the church in October.

An internship was arranged in partnership with Plymouth University to catalogue the records and papers pertaining to the Victorian reordering of the church. The work was carried out by a postgraduate historian and supervised by one of the trustees whose employment is as a curator of one of Devon's largest National Trust properties.

Plans were put in place for improvements to the St Mary's Churchyard.

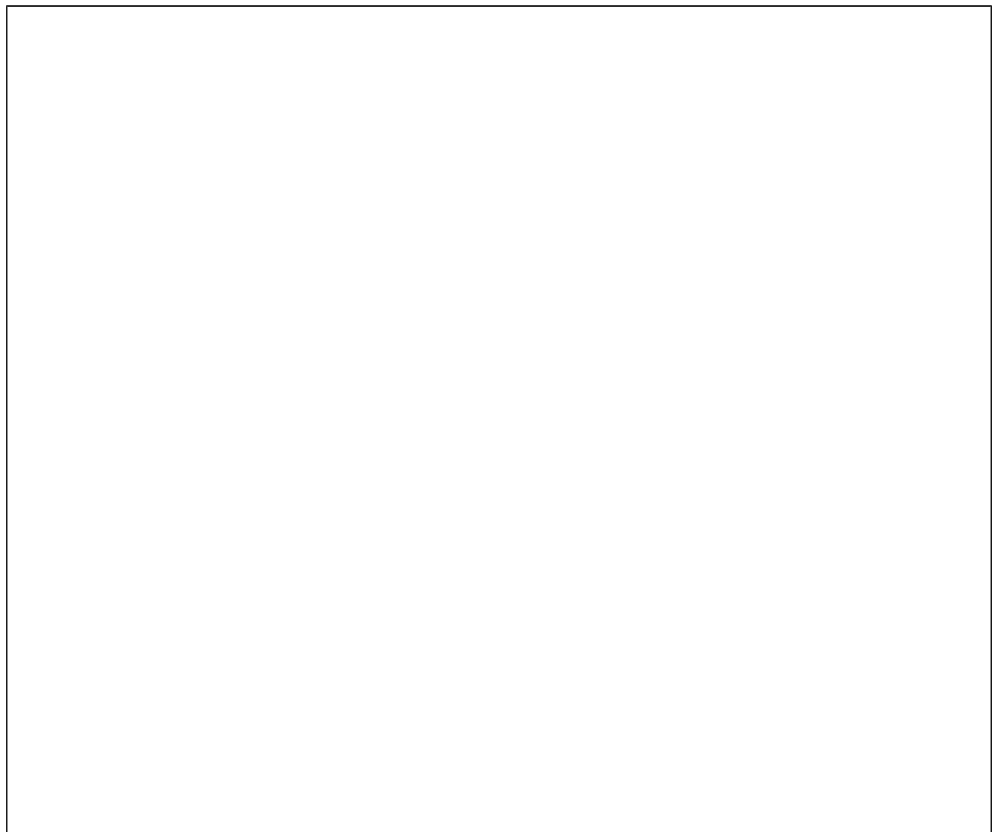
The trustees have had regard to the guidance issued by the Charity Commission on public benefit



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.



Summary of the main achievements of the charity during the year

1. £20,000 raised from Crowdfunding campaign
2. Extensive external urgent repairs carried out to St Mary's Church as a result of the award from the government's Culture Recovery Fund.
3. In partnership with Totnes with Bridgetown PCC a major funding application was submitted to the National Lottery Heritage Fund for the St Mary's Church Project
4. An internship was arranged in partnership with Plymouth University to catalogue the records and papers pertaining to the Victorian reordering of the St Mary's Church.
5. Commissioned local landscape architect to draw up plans for improvements to St Mary's Churchyard to enhance its use as a public space

Section E Financial review

Brief statement of the charity's policy on reserves

The trust holds in reserve the funds it has raised as a contribution towards the St Mary's Church Project. These funds have been placed in a designated savings account.

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.

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

| | | |
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| Signature(s) | John Birch | |
| Full name(s) | John Percy Birch | |
| Position (eg Secretary, Chair, etc) | Chair | |
| Date | 13 May 2022 | |

St Mary's Totnes Heritage Trust

Income & Expenditure Account for the St Mary's Totnes Heritage Trust For the year ended 31 December 2021

Registered Charity Number 1182256

| INCOME | 2021 |
|---------------------------|---------------|
| | £ |
| Donations | 3892 |
| Donation Station | 3582 |
| Gift Aid | 3977 |
| Crowdfunder | 20029 |
| Events | 1106 |
| Grants | 6500 |
| Sales | 505 |
| Interest | 1 |
| Total income | 39,593 |
| | |
| EXPENDITURE | |
| Donation Station | 203 |
| Totnes PCC | 961 |
| Trustee Expenses | 650 |
| Publicity | 425 |
| Merchandise | 424 |
| Printing | 730 |
| Consultants | 2,292 |
| Architect | 3,000 |
| Events Costs | 381 |
| Miscellaneous | 534 |
| Total expenditure | 9,601 |
| Surplus for the year | 29,992 |
| Balance 31 December, 2020 | 1,156 |
| Balance 31 December 2021 | 31,148 |

Balance sheet for the Totnes Team Ministry as at 31 December 2021

| CURRENT ASSETS | 2021 |
|-----------------------|---------------|
| | £ |
| Balance at bank | 6,147 |
| Savings Account | 25,001 |
| | 31,148 |

J P Birch, St Mary's Totnes Heritage Trust Treasurer
31 January 2021

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2020
£
1345
1004
-
-
500
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2,849

186
168

180

4,000

495

5,029

- 2,180
3,336

1,156

2020
£

1,156

1,156



CHARITY COMMISSION
FOR ENGLAND AND WALES

**Independent
examiner's
report on the
accounts**

| | | | |
|--|--|---------------------|---------|
| <div></div> | | | |
| Report to the trustees of St Mary's Totnes Heritage Trust | | | |
| On accounts for the year ended | 31 st December 2021 | Charity no (if any) | 1182256 |
| Set out on pages | 1 | | |
| Respective responsibilities of trustees and examiner | <p>The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.</p> <p>It is my responsibility to:</p> <ul style="list-style-type: none">• examine the accounts under section 145 of the Charities Act,• to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and• to state whether particular matters have come to my attention. | | |
| Basis of independent examiner's statement | <p>My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.</p> | | |
| Independent examiner's statement | <p>In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:</p> <ul style="list-style-type: none">• accounting records were not kept in accordance with section 130 of the Charities Act or• the accounts do not accord with the accounting records <p>I have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.</p> | | |
| Signed: | | Date: | 7/3/22 |
| Name: | GILLIAN TAYLOR | | |
| Relevant professional qualification(s) or body (if any): | LLB and retired solicitor | | |

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