



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year

## Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address   
  
  
 Postcode

### 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	Eleri Davies	Chair		
2	Ralph Tucker	Treasurer		
3	David Thomson			
4	Hilary Tucker			
5				
6				
7				
8				
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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
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation (CIO)
Trustee selection methods (eg. appointed by, elected by)	Appointed by current 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.

Trustees have managed the CIO through the effects of the pandemic focusing on the nature of the charity (hall & accommodation) to ensure correct risk assessments have been completed for both and correct procedures were in place to protect both our wardens and any people visiting or using the facilities. At all times the trust ensured it followed Welsh governmental guidance and law in this respect.

## Section C Objectives and activities

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

THE OBJECTS ARE THE CARRYING OUT OF ALL OR ONE OR MORE OF THE FOLLOWING ACTIVITIES IN THE SPIRIT OF THE CHRISTIAN RELIGION AND IN THE INTEREST OF SOCIAL WELFARE:

1. THE PROVISION OF FACILITIES FOR RECREATION AND FOR OTHER LEISURE-TIME OCCUPATION OF INDIVIDUALS OR GROUPS OF PERSONS WHO ARE IN PARTICULAR NEED BY REASON OF THEIR YOUTH, AGE, INFIRMITY OR DISABLEMENT, POVERTY OR SOCIAL OR ECONOMIC CIRCUMSTANCES AND IN EVERY CASE WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE FOR THOSE INDIVIDUALS OR GROUPS AND THE PROVISION OF

EQUIPMENT NECESSARY IN ORDER TO ENABLE THEM TO TAKE ADVANTAGE OF SUCH FACILITIES;  
2. THE RELIEF OF POVERTY AMONG THOSE INDIVIDUALS OR GROUPS;  
3. THE EDUCATION AND TRAINING OF LEADERS FOR THESE PURPOSES;  
4. THE SUPPORT OF OTHER CHARITIES.

As trustees we always adhere to the guidance issued by the Charity Commission.

Much of 2020 was overshadowed by the pandemic and ensuring anyone related to the charity was safe and well.

We worked closely with our wardens to ensure in the short periods between lockdowns any families or groups utilising the facilities were safe and protected. This included risk assessments for both Court House & Curtis House. Full cleaning protocols for both including the leaving of a 72-hour period between any stays and removal of various service (bedding etc.). Significant effort was required to manage the safety of groups ensuring they followed both Welsh legislation and government guidance as well as rescheduling planned visits as change had to be made.

We met remotely to ensure the ongoing financial stability of the charity given the substantially reduced income we saw at various periods through the year due to enforced lockdowns. This in the main was aided by a successful application for a grant from Pembrokeshire County Council of the sum of £10,000. This meant we could continue with ongoing essential maintenance throughout the period (including roof repairs a new adjoining wall and refurbishment of the front and back windows in the house).

We have also worked in the local community to publicise the role The Community of St David plays liaising with the city mayor and local environmental and music organisations. As a result have had several new charitable groups utilise the hall in 2021 as we carefully open again.

Finally we laid the groundwork for a long-standing trustee to retire who has been instrumental in ensuring the charity achieved its goals over 50 years and for two new younger trustees to come in and help run the charity. This was finalised in February 2021.

**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)**

**Additional details of objectives and activities (Optional information)**

We didn't make any grants in 2020 due to the low number of groups able to utilise our facilities. Investments as detailed above were focused on essential upkeep of the properties and each was agreed with at least two trustees to ensure we minimised expenditure.

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

## Section D

## Achievements and performance

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

The Community of St David exited 2020 in thankfully good health given the devastation of the pandemic. The community's role in bringing people together will be even more essential over the coming months and years as we seek to repair our emotional and physical well-being. Ensuring financial stability through this difficult period required an increased workload from all the trustees, our booking manager and wardens who all pulled together to ensure the charity survived and was ready to pick up again as restrictions eased.

## Section E

## Financial review

Brief statement of the charity's policy on reserves

We always aim to have at least £10,000 in our bank account to cover any emergency work needed on the house and with the help of the grants from Pembrokeshire County Council we have been able to achieve this.

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.

Our principal source of funding is the rental of the main house (Court House) and the community hall (Curtis House). Whilst both was difficult through the lockdown periods additional funding from Pembrokeshire County Council helped significantly. As the Welsh government eases restrictions post July 2021 we have seen a good pick up in bookings and rental of the hall again by a variety of educational, family and religious groups.

Our main expenditures are of the upkeep of the property to ensure it is safe and pleasant to stay in. We do not invest any funding elsewhere but would always focus on ethical investments if we were to, in line with the Communities key aims.

## 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)	<i>E. J. Davies</i>	<i>R. Tucker</i>
Full name(s)	ELENI FOULKES DAVIES	RALPH ERIC TUCKER
Position (eg Secretary, Chair, etc)	CHAIR	TREASURER
Date	24/9/21	



## Receipts and payments accounts

CC16a

For the period  
from

11/18/2019

To

12/31/2020

### 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>					
Flat Rent	640	-	-	640	-
Court House Hire	7,701	-	-	7,701	-
Curtis House Hire	1,279	-	-	1,279	-
Donations/Grants	11,876	-	-	11,876	-
	-	-	-	-	-
<b>Sub total</b> (Gross income for AR)	<b>21,496</b>	<b>-</b>	<b>-</b>	<b>21,496</b>	<b>-</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>21,496</b>	<b>-</b>	<b>-</b>	<b>21,496</b>	<b>-</b>
<b>A3 Payments</b>					
Maintenance& Development	5,115	-	-	5,115	-
Utilities	5,946	-	-	5,946	-
Telephgone & Internet	780	-	-	780	-
Legal	1,500	-	-	1,500	-
Advertising	100	-	-	100	-
Insurance	4,313	-	-	4,313	-
	-	-	-	-	-
<b>Sub total</b>	<b>17,754</b>	<b>-</b>	<b>-</b>	<b>17,754</b>	<b>-</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>17,754</b>	<b>-</b>	<b>-</b>	<b>17,754</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>3,742</b>	<b>-</b>	<b>-</b>	<b>3,742</b>	<b>-</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>13,086</b>	<b>-</b>	<b>-</b>	<b>13,086</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>16,828</b>	<b>-</b>	<b>-</b>	<b>16,828</b>	<b>-</b>

### Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds	Restricted funds	Endowment funds
		to nearest £	to nearest £	to nearest £
<b>B1 Cash funds</b>				
	Bank Balance	16,828	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>16,828</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds	Restricted funds	Endowment funds
		to nearest £	to nearest £	to nearest £
<b>B2 Other monetary assets</b>				
	None	-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>				
	None		-	-
			-	-

**B4 Assets retained for the charity's own use**

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
None		-	-
		-	-
		-	-

**B5 Liabilities**

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
None		-	
		-	

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

Signature	Print Name	Date of approval