



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

**From 31<sup>st</sup> October 2020 Period start date To 31<sup>st</sup> December 2021 Period end date**

**Charity name:** Letchworth Men in Sheds

**Charity registered:** 10<sup>th</sup> March 2020

**Charity registration number:** 1188445

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Men in Sheds are community spaces for men to connect, converse and create. Our Letchworth Shed aims to reduce loneliness and isolation for primarily older and often retired men by developing that sense of personal identity, and purpose and restoring the camaraderie which is so often lost after retirement.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>This reporting period covers the very complicated Pandemic period through stay-at-home orders and various national lockdowns that only began to be removed later in 2021.</p> <p>In October 2020 some members joined a Zoom meeting with Heritage Foundation execs to see if they would help us find premises. The discussion was very promising at the time.</p> <p>IN October &amp;, December 2020 and into January 2021, we followed up promising leads on vacant premises belonging to a) Altro on Works Road, Letchworth, b) the Stonegate Pub Group behind the 3 Horseshoes Pub, Norton and c) a privately owned property in Hitchin. None ultimately proved viable.</p> <p>In December 2020 our Secretary &amp; Trustee Astrid Hansen and our Trustee Frank Turner both resigned. We now have only the minimum 3 trustees.</p> <p>In March 2021 we held our first members Zoom meeting (our first meeting since before lockdown).</p> <p>We continue to be recipients of donated tools and machinery which are stored in our garage lockup.</p> <p>In April 2021 some members meet with The Heritage Foundation (the Heritage) at Standalone Farm. We're offered very small unsuitable premises. In May we meet again and</p>

		<p>are offered 2 ex-farm buildings. Whilst requiring considerable work, they are just viable. A License to Occupy document was given to us in June.</p> <p>In June 2021 we hold our first face-to-face meeting for members comfortable with meeting together. We discuss Standalone Farm and issues raised are fed back to the Heritage.</p> <p>Issues over Standalone premises are discussed with the Heritage between June and December 2021 with a revised and acceptable License to Occupy document received in December 2021 which we expect to sign and return the same month.</p> <p>During this reporting period, we lose members but gain new members. Overall, we drop from around 25 down to 15. We have not actively sought new members. From time to time we do receive requests from local GP Link Workers and other community organisation to take persons who could benefit from attending our group. So far, we have responded to delay any partnership, until we have an operational group.</p> <p>Membership subscriptions that have been suspended for the duration of the Pandemic remain suspended.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<p>Our normal meeting period was monthly up to Covid lockdown in March 2020. Since then, we have infrequent Zoom meetings.</p> <p>Trustees continued to stay in touch and occasionally met online or in person infrequently as lockdown restrictions changed and allowed. Members have been contacted by email occasionally.</p>

#### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	

Other		
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## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>Letchworth Men in Sheds achieved registered status as CIO on 10<sup>th</sup> March 2020.</p> <p>Our charitable status was key to the Heritage Foundation entering into discussions with us about premises and making us an offer.</p> <p>Lockdowns have severely restricted our activities to a couple of online meetings and one face-to-face meeting.</p> <p>Members are still remarkably keen to see our project running and have been generally supportive of the Heritage Foundation offer of premises at Standalone Farm, despite work needed.</p> <p>Our group has attempted to stay in-touch by email, a newsletter and one-to-one member visits when restrictions allowed.</p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	At the start of Covid lockdown, member subscriptions were suspended and, as we had no premises and no direct expenditure, finances we would expect finances to stay level.
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		<p>During this reporting period, we have received £311.99 by way of member donations and a kindly donation of £200 from the Masonic Charitable Foundation.</p> <p>Opening balance at 31/10/2020 was £136.00 Closing Balance at 31/12/2021 is £351.04</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We do not hold reserves by policy.
Amount of reserves held	Para 1.22	The cash in our community bank account is £351.04
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<p>Financially, whilst we have no premises or associated running costs, our group will not become insolvent.</p> <p>We look forward to the imminent signing of a License to Occupy that will give us premises to operate from. However, we know that a lot of effort will be needed to make the premises suitable.</p> <p>We already know that suitable insurance will be needed before we can operate and an electricity supply with lighting and power sockets will be needed but at a cost, we don't have an estimate for. Also, we don't yet know what other costs will arise from these premises.</p>

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<p>This reporting period covers the main pandemic lockdown when member subscriptions were suspended. During this period, we gained no other funds and did not seek grants, since we had no expenditure to support.</p> <p>In July 2021 we were invited to apply for a grant from the Co-op foundation. This we did. Pleased to say, a first half year payment will be due in April 2022, with a second in October 2022.</p>
Investment policy and objectives including any social investment policy adopted	Para 1.46	n/a
A description of the principal risks facing the charity	Para 1.46	Loss of interest from members leads to collapse in member numbers before we can get our project up and running at Standalone Farm. If this happens with a loss of interest from trustees, it will be hard to maintain focus.

Other		
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## Structure, Governance and Management

Description of charity's trusts:		We have no trusts.
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution of a Charitable Incorporated Organisation (CIO) with voting members other than its charity trustees.
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	All our trustees are volunteers, elected from and by our membership, in line with our CIO Constitution.

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

## Reference and Administrative details

Charity name	Letchworth Men in Sheds
Other name the charity uses	
Registered charity number	1188445
Charity's principal address	c/o 1, Milestone Close, Stevenage, Hertfordshire
Postcode	SG2 9RR

### 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	Peter Hill	Chair		Membership
2	Mike Elsdon	Membership		Membership
3	Neill Withington	Treasurer		Membership
4				
5				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

### Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	n/a
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	n/a

### Additional information (optional)

#### 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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### Exemptions from disclosure

Reason for non-disclosure of key personnel details

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### Other optional information

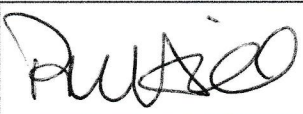
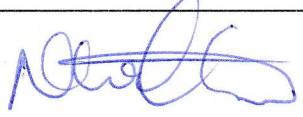

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## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)			
Full name(s)	Peter Hill	Neill Withington	Mike Elsdon
Position (e.g., Chair)	Trustee (Chair)	Trustee (Treasurer)	Trustee (Membership)
Date	19/07/22	15/7/22	19/07/22



Letchworth Men in Sheds

1188445

## Receipts and payments accounts

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For the period  
from

Period start date

31/10/2020

To

Period end date

31/12/2021

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>Receipts</b>				
Membership fees				210
Donations	311.99		311.99	42
Grants				
Sales / event income				
Interest				
Other				
<b>Sub total</b> (Gross income for AR)	311.99		311.99	252
<b>Asset and investment sales</b>				
Sale of assets				
Sale of investments				
<b>Sub total</b>				
<b>Total receipts</b>	311.99		311.99	252.00
<b>Payments</b>				
Shed premises costs				
Insurance				
Materials & consumables				
Small tools (<£25)				
Repairs and renewals				
Refreshments & cleaning				
Admin/Office costs	0.96		0.96	
Subscriptions	95.99		95.99	116.00
Sundry				
<b>Sub total</b>	96.95		96.95	116.00
<b>Asset and investment purchases</b>				
Hand and power Tools (>£25)				
Workshop machines				
<b>Sub total</b>				
<b>Total payments</b>	96.95		96.95	116.00
<b>Net of receipts/(payments)</b>	215.04		215.04	136.00
Transfers between funds				
<b>Cash funds last year end</b>	136.00		136.00	
<b>Cash funds this year end</b>	351.04		351.04	136.00



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

### Categories

	Unrestricted funds	Restricted funds	Total current Period	Last year
	to nearest £	to nearest £	to the nearest £	to the nearest £
<b>Cash funds</b>				
Current account	351.04		351.04	136.00
Deposit account				
Cash				
<b>Total cash funds</b>	351.04		351.04	136.00
	OK	OK	OK	OK
<b>Other monetary assets</b>				
Stocks/goods for sale				
Debtors				
<b>Investment assets</b>				
<b>Assets retained for the Shed's own use</b>				
Buildings				
Large items of machinery	165.00		165.00	
Power tools	565.00		565.00	
Hand tools	100.00		100.00	
Other assets	100.00		100.00	
			930.00	
<b>Liabilities</b>				
Trade creditors				
Accrued expenses				

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

Signature

*[Signature]*  
D. M. Hill

Print Name

N. WITTINGTON  
PETER HILL

Date of approval

15/07/22  
15/07/22

### Current account summary

	£
Opening Balance	as at 31/10/2020 136.00
Receipts and net transfers	240.00
Payments	-24.96
Closing Balance	as at 31/12/2021 <u>351.04</u>