



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 23rd November 2023

To

22nd November 2024

Charity name: FRIENDS OF THE WESTWARD HO PARK

Charity registration number: 1192894

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To promote for the benefit of the inhabitants of, and visitors to Westward Ho! the provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the condition of life of the said inhabitants
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	Fundraising to help provide facilities for recreation or other leisure time occupation. Working in conjunction with Northam Town Council (owners of Westward Ho! Park), to provide feedback to and from local community. Providing volunteering opportunities including, but not limited to, maintaining the flowerbeds and planting within the park.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have complied with their duty to have regard to the guidance issued by the Charity Commission on public benefit.

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	
	Para 1.38	We acknowledge the work of the gardening volunteers, who work with the local town

Contribution made by volunteers		council, and who maintain and effect the planting and upkeep of the flower beds and vegetable boxes within the park. The hours of the gardening volunteers are recorded regularly, so that they may be used in relation to match funding with regard to grant applications. In this year, unfortunately the record of the hours worked by the gardening volunteers is missing in part due to the sudden and unexpected death of the gardening volunteer co-ordinator in March 2024, only a couple of weeks after the death of his wife. Efforts to retrieve documents from their computer have been unsuccessful. The record of hours worked runs for the period from March – November totals 681.5 hours. The volunteers are also to be commended for their work at Northam May Fair, selling plants and promoting the charity.
Other		The past year has been a more difficult one for the FOTWHOP volunteers as the Gardening Volunteers coordinator died suddenly and unexpectedly in March. We had other gardening volunteers already starting to take over some of his duties, but they too experienced health issues, preventing them from continuing in the role. We were able to recruit another member of the gardening volunteers to the co-ordinator role.

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	FOTWHOP members have continued to remain involved with Northam Town Council, ensuring that they are working together towards a common goal – this year has seen the newly refurbished tennis courts being well used by young and old alike, and the installation of a Changing Places toilet at the end of the pavilion. These projects have helped to attract more people to the park, and The Changing Places facility is the only one of its kind in the village, - the next nearest is on Northam Burrows, this is of great benefit to those with physical disability and their carers. We used some of the funds we hold to buy a good quality gazebo with custom printing and weights for the legs, so that we can be more visible at events – and less exposed to the elements. The 200 Club continues to thrive – with some 166 numbers allocated as of November 2024. This funding stream allows the charity to fund additional planting in the park. Members of the FOTWHOP committee attended Northam May Fair where they ran a plant stall, and also collected the subscriptions for the next 200 Club year (running from May

		2024 – April 2025). Given the sudden death of the Gardening Volunteer Coordinator in March 2024, the group were not prepared for the plant sale section of the May Fair at all; however, the group pulled out all the stops, and the family of the Coordinator allowed us to take many of his plants to sell. We sent out an appeal to the local community via social media (Facebook and email) asking for any plants that they would be willing to donate, and the plant stall did a roaring trade.
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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	The charity does not hold any investments.
Other		As Friends of the Westward Ho! Park (FOTWHOP) work closely with Northam Town Council, helping to shape the refurbishment of the park, much of work of the charity is guided by what the Town Council Park Committee needs and permits. The charity has a good working relationship with the local town council, which helps to ensure that Westward Ho! Park is an area that all members of the community, inhabitants of the wider local area, visitors and holidaymakers alike can use, and is an area that provides opportunities for all, and is shaped by the community. This past year has seen a change in the committee structure at Northam Town Council, resulting in the committee for Westward Ho! Park being amalgamated with other committees, and a new committee of Parks and Recreation being formed. The chair of FOTWHOP and the Volunteer Gardeners Coordinator are invited along to this committee – to present a report about how things are going, and to bring to light any issues that are faced.

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	At the end of the period the charity had a balance of £9604.21 The income received was £3204.46, and the expenditure was £3635.21 Income sources are from the 200 Club, donations from individuals, online charitable donations such as Easyfundraising). The expenditure has been for planting for the park, and the winnings of the 200 Club, and payments for lottery licence and stalls at May Fair. As we were unable to complete the project of redesigning the sensory garden, we returned the grant money we had received from TDC. This year we received a donation following the death of one of the volunteer gardeners, and also benefited from having applied for Gift Aid. From the balance at the end of the reporting period, an amount of £415 is ringfenced to cover the future payouts of winnings from the 200 Club, which runs until 20 th April 2025. The charity also grants the volunteer gardeners a sum of £500 per year to spend on planting for the park. The financial position is sound, and the money held allows us to continue to support the refurbishment and regeneration of Westward Ho! Park.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The charity does not hold any reserves within a separate bank account. We ensure that there is sufficient money to cover the winnings for the 200 Club, and also to cover the amount given for planting in the park.
Amount of reserves held	Para 1.22	
Reasons for holding zero reserves	Para 1.22	The funds held by the charity are available for use in meeting the aims of the charity.
Details of fund materially in deficit	Para 1.24	No funds in deficit
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	There are no uncertainties about the charity continuing as a going concern.

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	In the year November 2023 – 2024 the main regular funding source has been the 200 Club. Grants are applied for when a specific project has been identified and acknowledged that it is within the remit and ability of the charity to fulfil / complete the project within a specified time frame. In the past year there have been no grants applied for.
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal	Para 1.46	

risks facing the charity		
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed , royal charter)	Para 1.25	Friends of the Westward Ho Park is a Charitable Incorporated Organisation, governed by its constitution dated 22 nd December 2020, and is registered as a charity with the Charity Commission
How is the charity constituted? (e.g unincorporated association , CIO)	Para 1.25	The charity is a Charitable Incorporated Organisation.
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	Trustees are selected by vote at the AGM. Members of the charity are invited to nominate trustees prior to the AGM, when they are informed about which trustee is retiring (as required by the constitution). Within the details about the AGM and the retiring trustee there is a statement from the retiring trustee regarding whether they are prepared to stand again as a trustee.

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	The charity has a committee to help organise and run fundraising and events. During the reporting period, two of the trustees were members of the committee. It is within the remit of the committee to coordinate the volunteers, including the volunteer gardeners. It is within the remit of the committee to ensure that any volunteering work carried out in the park is carried out within the rules set out by Northam Town Council for such work. The gardening volunteers have a Lead Gardening volunteer / Volunteer Gardener Coordinator who is a member of the committee. It is the job of the Lead Gardening volunteer to ensure that the details of the volunteers are shared with Northam Town Council so that they are covered by insurance, to keep a record of the hours worked by the gardening volunteers, to keep a record of any additional plants added to the park (so that the list can be updated), and to ensure that they liaise with the committee and Northam Town Council before engaging in any

		gardening work that may be outside their remit / considered hazardous (e.g. use of powered tools, planting of trees)
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Friends of the Westward Ho Park
Other name the charity uses	FOTWHOP
Registered charity number	1192894
Charity's principal address	39 Nelson Road, Westward Ho!, Bideford, Devon EX39 1LQ

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	Christine Hutchins	Chair		
2	Ian Harrison	Treasurer		
3	Caroline Baynton			
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Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	Not applicable
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	Not applicable
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Not applicable

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

Christine Hutchins is a foster carer and Shared Lives carer and so public details of her phone number and address together with her name could put vulnerable young people and adults at risk

Other optional information

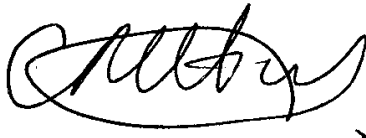
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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Christine Margaret Hutchins

Position (eg Secretary,
Chair, etc)

Chair

Date

8th September 2025

Accounts from 23rd November 2023 to 22nd November 2024				
			B/f	10,034.96
29/11/23	200 club s/o McGuirk	3.00		10,037.96
04/12/23	Gardening tools S M-J		363.72	9,674.24
	200 club prize EJM		42.75	9,631.49
22/12/23	Donation P Allen	50.00		9,681.49
27/12/23	200 club prize L Pullen		21.75	9,659.74
	200 club prize S McGuirk		43.50	9,616.24
	Correction	21.75	21.75	9,616.24
	200 club prize M J Mills		21.75	9,594.49
28/12/23	200 club s/o McGuirk	3.00		9,597.49
17/01/24	TDC lottery license		20.00	9,577.49
18/01/24	NTC mayfair stalls		36.00	9,541.49
22/01/24	200 club prize Lisa Price		21.75	9,519.74
	200 club prize D Mills		43.50	9,476.24
	200 club W Farr	9.00		9,485.24
24/01/24	200 club P Prance	30.00		9,515.24
26/01/24	200 club J Fowler	15.00		9,530.24
29/01/24	200 club s/o McGuirk	3.00		9,533.24
13/02/24	Easy fundraising	26.58		9,559.82
19/2/24	200 club H Brading	24.00		9,583.82
	200 club T Rhodes s/o	3.00		9,586.82
	200 club Mason s/o	3.00		9,589.82
21/02/24	200 club 1st prize DG Mills		51.00	9,538.82
	200 club 2 nd Prize C Baynton		25.50	9,513.32
	200 club prize M Costello		25.50	9,487.82
29/02/24	200 club s/o McGuirk	3.00		9,490.82
01/03/24	200 club s/o B Potts	2.00		9,492.82
05/03/24	Deposits ex S M-J	535.00		10,027.82
25/03/24	200 club 1st prize A Daw		51.25	9,976.57
02/04/24	200 club s/o mcGuirk	3.00		9,979.57
	200 club s/o B Potts	2.00		9,981.57
22/04/24	200 club 1st prize c Baynton		51.50	9,930.07
	200 club 2 nd prize M D Reid		25.75	9,904.32
	200 club S M Mayson	12.00		9,916.32
	200 club W farr	12.00		9,928.32
	200 club L D Willis	12.00		9,940.32
	200 club J Butcher	36.00		9,976.32
	200 club Pearce	60.00		10,036.32
	200 club K Hutchins	36.00		10,072.32
	200 club J Webb	12.00		10,084.32
	200 club A P Dexter	24.00		10,108.32
	200 club T Clark	12.00		10,120.32
	200 club K Heard	24.00		10,144.32

	200 club J Grimsey	24.00		10,168.32
	200 club C Hodson	34.25		10,202.57
	200 club D Holmes	12.00		10,214.57
	200 club C Baynton	120.00		10,334.57
	200 club Bromhead	12.00		10,346.57
	200 club Pullen	24.00		10,370.57
26/04/24	200 club Tony Gard	20.00		10,390.57
	Shirley Little Sale of cards	20.00		10,410.57
	Don J&A Crossman	6.00		10,416.57
	Don anon	10.00		10,426.57
	200 club E M-J	12.00		10,438.57
	200 club I Harrison	24.00		10,462.57
29/04/24	200 club McGuirk so	3.00		10,465.57
	200 club Carder	24.00		10,489.57
01/05/24	200 club Potts s/o	2.00		10,491.57
	200 club Cunningham	24.00		10,515.57
	200 club Fowler	36.00		10,551.57
	200 club Prance	48.00		10,599.57
02/05/24	200 club Prince	24.00		10,623.57
	200 club Robinson	24.00		10,647.57
03/05/24	200 club Carey	24.00		10,671.57
07/05/24	Harden 200	14.63		10,686.20
	200 club Henden	24.00		10,710.20
	200 club Bach	48.00		10,758.20
	200 club Dark	24.00		10,782.20
	200 club Cook	24.00		10,806.20
09/05/24	200 club Bruins	12.00		10,818.20
	200 club Leather	24.00		10,842.20
10/05/24	200 club Grosch	24.00		10,866.20
13/05/24	200 club Doble	24.00		10,890.20
14/05/24	Easy fundraising	22.73		10,912.93
16/05/24	H Brading	108.00		11,020.93
	200 club Reid	36.00		11,056.93
	200 club Bass	24.00		11,080.93
21/05/24	Henden – plants – tfr		136.46	10,944.47
23/05/24	200 club prize Robinson		17.50	10,926.97
24/05/24	Gazebo via CMH		572.95	10,354.02
	200 club Garside	24.00		10,378.02
	200 club Poirhs	12.00		10,390.02
	200 club Weston	12.00		10,402.02
	200 club Rennie	12.00		10,414.02
	200 club Little	48.00		10,462.02
	200 club Smith	24.00		10,486.02
	200 club Taylor	12.00		10,498.02
	200 club Griffin	24.00		10,522.02

	200 club Rhodes	12.00		10,534.02
	200 club Laws	60.00		10,594.02
	200 club Shurrock	24.00		10,618.02
	200 club Lannington	12.00		10,630.02
	200 club Cowel	12.00		10,642.02
	200 club Langton	12.00		10,654.02
	200 club Russell	24.00		10,678.02
	200 club de Burton	36.00		10,714.02
	200 club Green	12.00		10,726.02
	200 club Woods	24.00		10,750.02
	200 club Coe	26.00		10,776.02
	200 club Crossman	25.00		10,801.02
	200 club McCarthy	12.00		10,813.02
28/05/24	Mayfair	256.30		11,069.32
29/05/24	200 club McGuirk so	3.00		11,072.32
03/06/24	200 club Potts s/o	2.00		11,074.32
24/06/24	200 club prize McCaulay		17.75	11,056.57
	200 club prize Fowler		7.75	11,048.82
01/07/24	200 club McGuirk so	3.00		11,051.82
	200 club Potts s/o	2.00		11,053.82
29/07/24	200 club prize B Potts		18.37	11,035.45
	200 club McGuirk so	3.00		11,038.45
01/08/24	200 club Potts s/o	2.00		11,040.45
06/08/24	HMRC gift aid reclaim	536.22		11,576.67
29/08/24	200 club prize D Cook		18.62	11,558.05
	200 club McGuirk so	3.00		11,561.05
02/09/24	200 club Potts s/o	2.00		11,563.05
16/09/24	Refund TDC		1,765.89	9,797.16
23/09/24	200 club prize H Bromhead		18.62	9,778.54
25/09/24	200 club prize G Henden		18.62	9,759.92
30/09/24	200 club McGuirk so	3.00		9,762.92
01/10/24	200 club B Potts	2.00		9,764.92
29/10/24	200 club McGuirk so	3.00		9,767.92
01/11/24	200 club prize B Potts	2.00		9,769.92
12/11/24	B Potts plants		39.96	9,729.96
18/11/24	B Potts plants		94.25	9,635.71
20/11/24	W Farr 200 club	10.00		9,645.71
22/11/24	C Baynton 200 club prize		41.50	9,604.21
		3,204.46	3,635.21	