



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## **Trustees' Annual Report for the period**

**From** 1<sup>st</sup> June 2022 - **Period start date** **To** 31<sup>st</sup> May 2023 - **Period end date**

**Charity name:** Wiveliscombe Town Hall Trust

**Charity registration number:** 1194697

## **Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<ul style="list-style-type: none"><li>• To acquire, preserve, restore, repair and maintain the former Wiveliscombe Town Hall and associated land and buildings ("the premises") having historic interest, architectural merit or amenity value for the benefit of the local and wider communities.</li><li>• To return the premises to public use as an amenity for the benefit of the residents of Wiveliscombe and the surrounding area in any way which may from time to time be charitable, in particular, but not exclusively, through the provision of facilities for recreation and leisure time occupation in the interests of social welfare, and to promote the use of those facilities with the object of improving the conditions of life of persons who have need of such facilities by reason of their youth, age, infirmity or disablement, poverty or social and economic circumstances.</li><li>• To undertake any other charitable activity for the benefit of the community in the Parish of Wiveliscombe and surrounding area.</li></ul>
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	<ul style="list-style-type: none"><li>• In line with the decision to get the Town Hall open to the community, but with limitations, rather than wait until a full restoration is completed we have created an series of priority improvements. The first of these is the reconnection of electricity and fire alarms. Tendering and contract details were developed.</li><li>• An initial test event and series of four events are scheduled for Autumn 2023.</li><li>• Undertook a survey of local residents to identify blockages to accessing cultural events and what sort of events wanted by the community.</li><li>• Opened the hall to show current condition to local residents and build mailing list</li></ul>

Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<ul style="list-style-type: none"> <li>• <b>The Trustees have done everything in the best interests of the aims of the charity.</b></li> <li>• <b>Continued to promote the Trust to local media including BBC Somerset.</b></li> </ul>
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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	<ul style="list-style-type: none"> <li>• <b>Project manager has helped with work needed to reopen the Hall. They have also helped with continuing fund raising.</b></li> <li>• <b>Created a new brand <i>Shambles</i> for events that are put on under the auspices of the Trust. Built social media assets for the new brand.</b></li> </ul>

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p><b>(See accounts attached below)</b></p> <p><b>Major income</b></p> <ul style="list-style-type: none"> <li>- Insurance for damage to roof</li> </ul> <p><b>Major outgoings</b></p> <ul style="list-style-type: none"> <li>- Project Management to oversee building work and consultants</li> <li>- Building work to satisfy opening requirements</li> <li>- Building repairs to damaged roof</li> <li>- Fire safety consultation</li> <li>- Asbestos removal</li> <li>- Electrical installation</li> </ul> <p><b>Annual costs</b></p> <ul style="list-style-type: none"> <li>- Insurance</li> <li>- Electricity</li> <li>- Social media</li> </ul>
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Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>The Trustees have agreed to maintain in the bank enough funds in cash to cover baseline annual expenses e.g. electricity and insurance.</b>
Amount of reserves held	Para 1.22	
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>The pace of activities undertaken by the Foundation are governed by access to financial and other resources.</b>

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Trust Deed</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>CIO Foundation</b>
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	<b>As set out in the Trustees are nominated and elected by existing trustees. Trustees are responsible for setting out style and nature of the restoration of the Town Hall. They also agree the artistic programme to be undertaken by the Foundation.</b>

## Reference and Administrative details

Charity name	<b>Wiveliscombe Town Hall Trust</b>
Other name the charity uses	
Registered charity number	<b>1194697</b>
Charity's principal address	<b>Wiveliscombe Town Hall The Square Wiveliscombe Somerset TA4 2JT</b>

### 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	Emma Bettridge	Chairperson		
2	Chris Perry	Treasurer		
3	Eddie Gaines	Secretary		
4	Benedict Southworth	Trustee		
5				
6				
7				
8				
9				
10				

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	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### 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)		
Position (eg Secretary, Chair, etc)		
Date		

## ACCOUNT SUMMARY YEAR ENDING 31 MAY 2023

<b>Wiveliscombe Town Hall Trust</b>					
(Charity Number 1194697 )					
<b>Receipts and Payments Final Account Ending 31 May 2023</b>					
<b>Accounts to</b>				<b>Year to</b>	
<b>31-May-22</b>				<b>31-May-23</b>	
£				£	£
	<b>Receipts</b>				
26.00		Donations		26.00	
43642.00		Grants		949.57	
0.00		Loan		0.00	
0.00		Interest		0.00	
43,668.00					975.57
	<b>Payments</b>				
11240.50		Consultancy Fees		6350.00	
1204.80		Professional Fees		357.59	
0.00		Print/Stat		0.00	
418.83		Insurance		569.26	
3810.69		Building Works		8718.63	
182.75		General Expenses		371.85	
16857.57					16,367.33
26,810.43		<b>Excess of Income over Expenditure</b>			-15,391.76
11,800.62		Cash Funds at last year end			<b>38,611.05</b>
38,611.05		<b>Cash Funds at 31st May 2023</b>			<b>23,219.29</b>
<b>Statement of Assets and Liabilities as at 31st May 2023</b>					

## **INCOME – YEAR ENDING 31 MAY 2023**

Date	Received From	Donations	Grants	Bank Interest	Loan	Total
07-Jun-22	Somerset Lottery	£ 2.50				£ 2.50
12-Jul-22	Somerset Lottery	£ 2.00				£ 2.00
09-Aug-22	Somerset Lottery	£ 2.00				£ 2.00
17-Sep-22	Street Fair Bucket 2022		£ 54.57			£ 54.57
13-Oct-22	Somerset Lottery	£ 2.50				£ 2.50
04-Oct-22	Somerset Lottery	£ 2.00				£ 2.00
01-Nov-22	Roof damage Insurance from COOP		£ 895.00			£ 895.00
08-Nov-22	Somerset Lottery	£ 2.50				£ 2.50
06-Dec-22	Somerset Lottery	£ 2.00				£ 2.00
05-Jan-23	Somerset Lottery	£ 2.00				£ 2.00
08-Feb-23	Somerset Lottery	£ 2.50				£ 2.50
07-Mar-23	Somerset Lottery	£ 2.00				£ 2.00
04-Apr-23	Somerset Lottery	£ 2.00				£ 2.00
10-May-23	Somerset Lottery	£ 2.00				£ 2.00
		26.00	949.57	0.00	0.00	975.57

## **EXPENSES YEAR ENDING 31 MAY 2023**

Date	Detail	Paid To	Consult Fees	Prof Fees	Print/Stat	Insurance	Building Works	General Exp	Total
09-Oct-22	Bacs	HTC				£ 99.88			£ 99.88
09-Oct-22	Bacs	G and L Consultants (Asbestos)					£ 1,970.40		£ 1,970.40
09-Oct-22	Bacs	2MD Regeneration	£ 3,200.00						£ 3,200.00
09-Oct-22	Bacs	Exe Fire Safety Ltd	£ 450.00						£ 450.00
09-Oct-22	Bacs	Western Power					£ 3,217.94		£ 3,217.94
20-Oct-22	Bacs	JBCarpentry					£ 1,145.00		£ 1,145.00
20-Oct-22	Bacs	C2Fire		£ 45.60					£ 45.60
04-Jan-23	Bacs	Website Development						£ 138.00	£ 138.00
16-Jan-23	Bacs	Hall Insurance				£ 349.92			£ 349.92
21-Feb-23	Bacs	Coop Insurance				£ 119.46			£ 119.46
20-Mar-23	Bacs	JBCarpentry					£ 2,385.29		£ 2,385.29
04-Apr-23	Bacs	WAP Meadow (10 Parishes Festival)		£ 40.00					£ 40.00
19-May-23	Bacs	WAP Meadow		£ 20.00					£ 20.00
19-May-23	Bacs	Wiveliscombe Community Hall Hire		£ 32.00					£ 32.00
19-May-23	Bacs	2MD Regeneration	£ 2,700.00						£ 2,700.00
22-May-23	Bacs	Community Buildings Membership		£ 100.00					£ 100.00
22-May-23	Bacs	Krystal - Web host		£ 119.99					£ 119.99
22-May-23	Bacs	CJPerry -Admin						£ 233.85	£ 233.85
			6350.00	357.59	0.00	569.26	8718.63	371.85	16367.33