



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report

For the period from **1st January 2024** to **31st December 2024**

Charity name: St Leonard's Management

Charity registration number: 1196963

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Maintenance and upkeep of St Leonard's Church and the Bell Tower, Yarpole, and their promotion as community assets as well as a hub for social events and support – eg. with our links with the Talk Community organisation.
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	Ongoing maintenance and refurbishment of the fabric of the buildings. Management of the Gallery Café sited inside the church. Organisation and promotion of community events and activities therein. Ensuring that the church also is a place of worship for all comers
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	We confirm we have had regard to the guidance.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	n/a
Policy on social investment including program related investment	Para 1.38	n/a

Contribution made by volunteers	Para 1.38	30+ volunteers make an enormous contribution to our charitable objectives as cooks, waiting staff, maintenance assistants, events' organisers, and in a very wide range of community roles such as the PCC and our own trustees
Other		

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>The buildings have been maintained in a good state of repair, enabling the community to benefit significantly from the facilities they offer. This has helped to mitigate isolation and loneliness within the community as well as generate numerous social activities that have engaged many from the immediate community and beyond.</p> <p>As our community hub in a church is unique it attracts regular visits from tourists, regional social groups and the media</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<p>We have set up a Management Team – from 2023. This includes individuals with property management expertise and financial experience.</p> <p>In accordance with our aim of involving as wide a cross-section of the community as possible in the running of the building, we have involved the Yarpole Men’s Shed in the routine maintenance of the building.</p> <p>In line with our objective to improve communications with the community, we organised a special event – The Feast of St Leonard attended by approximately 70 people so that members of the community could celebrate our patron saint as well as enjoy musical talent within our community. This was also an opportunity to promote SLM’s success and vision over recent times.</p> <p>We also regularly provide to the Parish newsletter current reports on activities and news involving St Leonard’s Management and the Gallery Café.</p> <p>We also provide preferential terms for very small clubs and craft groups so that their survival is not threatened by strict hiring fees</p>
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	The charity showed a respectable operating surplus which has grown further in this accounting year.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<ol style="list-style-type: none"> 1. The pandemic and lockdowns of 2021-22 shut down most of St Leonard's sources of income: the Gallery Café had to close, there were no hire fees because social activities ceased and all fund-raising events were cancelled. 2. We have ensured that, should a similar catastrophe occur again, we have sufficient funds to cover all our liabilities (utility bills and insurance premiums, for example) and to fulfil our maintenance obligations. In addition, should we need to make our employee, the Café Supervisor, redundant we now have sufficient funds to cover any redundancy payment. 3. Reserves are also required in the event of an unexpectedly large repair or replacement bill, if sufficient grant funding were unavailable. We await the outcome of the C of E's Quinquennial Buildings Condition report to enable us to draw up a plan of maintenance and repair to address any recommendations made. 4. Reserves are also needed to fund any potential short-term deficit in the cash budget, for example, where there is a delay in the receipt of anticipated income. 5. In addition to the management of risk, the reserves are maintained in order to have capital to provide funding for new initiatives.
Amount of reserves held	Para 1.22	£60,000
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	n/a

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	<ol style="list-style-type: none"> 1. Gallery Café 2. Annual donation from Parochial Church Council 3. Fundraising events 4. Renewable Heat Incentive (RHI) 5. Grants or donations from charitable sources 6. Fees for hiring of our community hub and Gallery Café
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	<ol style="list-style-type: none"> 1. Shortage of volunteers, given the aging local population. 2. Increasing challenges to recruit sufficient volunteers and paid staff.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
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	Volunteer recruitment is required to complement existing Trustee skills. Current trustees are taking steps to recruit new trustees as part of a policy of succession planning.

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	When a new trustee is registered to one of three areas of responsibility, s/he will be paired with an existing trustee to learn about their role.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The trustees have overall responsibility for the charity, but advice and support are given by a management team, which includes representatives from the other organisations with which it shares the building and from the wider community.
Relationship with any related parties	Para 1.51	St Leonard's Management has established a Memorandum of Understanding with the Yarpole Community Shop and the Parochial Church Council.
Other		

Reference and Administrative details

Charity name	St Leonard's Management
Other name the charity uses	
Registered charity number	1196963
Charity's principal address	St Leonard's Church Green Lane Yarpole Herefordshire HR6 0BB

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	Sebastian Bowen			
2	Gordon Ewing			
3	Stefano Street			
4	William Talbot-Ponsonby			
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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 Name Address adviser

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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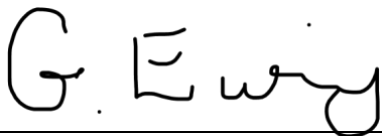
Other optional information

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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)	Gordon Ewing	
Position (eg Secretary, Chair, etc)	Trustee	

Date	8/02/2025
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Section A

Independent Examiner's Report

Report to the
trustees/members of

St Leonard's Management

On accounts for the year
ended

31st December 2024

Charity no

1196963

Set out on pages

2 & 3 Attached

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st December 2024.

Responsibilities and basis
of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's
statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and 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.

Signed:

John Langley

Date:

06/03/2025

Name: John Langley

Address: Cloverfields, Leys Lane, Bircher

Herefordshire, HR6 0AZ



CHARITY COMMISSION
FOR ENGLAND AND WALES

St Leonard's Management

1196963

Receipts and payments accounts

CC16a

For the period
from

1st Jan 2024

To

31st Dec 2024

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations	566	10,000	-	10,566	223
Yarpole Shop Loan	-	-	-	-	-
VAT Refund	-	-	-	-	-
Interest	1,326	-	-	1,326	179
PCC Contribution	5,040	-	-	5,040	5,040
Grants incl RHI	2,453	-	-	2,453	4,724
Hire	1,572	-	-	1,572	1,230
Gallary Café	35,409	-	-	35,409	27,766
Yarpole Shop Contribution	6,385	-	-	6,385	6,437
Fund Raising	2,170	-	-	2,170	9,246
Insurance Claims	-	-	-	-	-
Other	229	-	-	229	50
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	55,150	10,000	-	65,150	54,895
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	55,150	10,000	-	65,150	54,895
A3 Payments					
Development Projects	-	8,413	-	8,413	-
Yarpole Shop Loan Repaid	-	-	-	-	-
	-	-	-	-	-
Salaries	10,490	-	-	10,490	8,480
Café Expenses	9,718	-	-	9,718	10,137
Maintenance	5,391	-	-	5,391	3,090
Fuel	-	-	-	-	-
Electricity	7,278	-	-	7,278	10,426
Water	-	-	-	-	111
Insurance	2,521	-	-	2,521	2,416
Professional Fees	741	-	-	741	445
Fund Raising Costs	1,658	-	-	1,658	3,108
Sundries	472	-	-	472	279
	-	-	-	-	-
	-	-	-	-	-
Sub total	38,269	8,413	-	46,682	38,493
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	38,269	8,413	-	46,682	38,493
Net of receipts/(payments)	16,881	1,587	-	18,468	16,402
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	44,023	10,780	-	54,803	38,401
Cash funds this year end	60,904	12,367	-	73,271	54,802

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Nat West Bank - SLD	-	12,367	-
	Nat West Bank - SLM	25,385	-	-
	Santander - SLM	14		
	United Trust Deposit -SLM	29,312		
	Nat West Deposit - SLM	6,193	-	-
	Total cash funds (agree balances with receipts and payments account(s))	60,904	12,367	-
		OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	



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