



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

**From** 01 April 2023  
**To** 31 March 2024

**Period start date**  
**Period end date**

**Charity name:** Latton Parish Community Trust

**Charity registration number:** 1200388

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	In particular, but not limited to advancing citizenship or community development.
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	To provide facilities in the interests of social welfare for recreation, education and leisure time occupation with the objective of improving the conditions of life for the residents.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<p>It is confirmed that trustees have had guidance issued by the Charity Commission on public benefit via the Charity Commission Guidance document 'The essential trustee: what you need to know, what you need to do (CC3)'</p> <p>Each trustee signed a 'Trustee Eligibility Declaration' when taking on their duties.</p>

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	We are not a grant giving organisation and our expenditure can only be in pursuit of our objects
Policy on social investment including program related investment	Para 1.38	<p>Meaningful social investment is dependent upon the provision of the new community facility and investment efforts in the meantime are focused on that.</p> <p>The LPCT Business Plan (July 22) continues to outline the purposes of the</p>

		<p>Trust and sources of programme investment (grants, sponsorship, and fundraising) as well as the plan for phasing the subsequent spend.</p> <p>This will be further detailed once the new facility has achieved outline planning permission (imminent).</p>
Contribution made by volunteers	Para 1.38	<p>Volunteers have been steadfast in their support to the LPCT despite a drawn-out outline planning phase due to County Council delays.</p> <p>Achievements include those mentioned below and volunteers representation on the committee as the voice of their community should not be understated.</p>
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>To date, the focus of the LPCT has been to set up the charity, its governance and navigate the planning permission for the new facility. Key achievements have included achieving:</p> <ul style="list-style-type: none"> <li>• Viable Business Plan</li> <li>• Trust Deed</li> <li>• Charity status</li> <li>• Bank account set up</li> <li>• Representation at Parish Council</li> <li>• Community engagement</li> <li>• Planning liaison with: <ul style="list-style-type: none"> <li>○ Land owner</li> <li>○ Wiltshire Council</li> <li>○ Local Councillor</li> <li>○ Building Contractor</li> <li>○ Planning Consultant</li> </ul> </li> <li>• Secured Legal support for conveyancing of Section 106 agreement</li> </ul> <p>Extensive formal and information consultation with the community has taken place to guide our design, planning, functions and facilities of the new building, ensuring we meet the Community's needs and wishes.</p>

**Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Currently limited to achievements above. The focus is on securing the Outline planning for a new community facility from which point, efforts will focus on the design, build and running of said facility for the good of the community and trust objectives.
Performance of fundraising activities against objectives set	Para 1.41	<p>A decision was made by the committee not to conduct any meaningful fundraising activities until we have achieved Outline Planning.</p> <p>This is so that we can meaningfully associate donations or grants to specific elements of project spend.</p>
Investment performance against objectives	Para 1.41	There has been no investment to date nor expenditure for the above reasons. Any services required have been provided on a self-help or voluntary basis (i.e. legal support)
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	£0.00
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	No reserves held and decisions relating to this will be made once a form of regular income is generated.
Amount of reserves held	Para 1.22	£0.00
Reasons for holding zero reserves	Para 1.22	No income yet
Details of fund materially in deficit	Para 1.24	£0.00
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<p>Currently, there is no financial commitment.</p> <p>However, once outline planning is granted project risks will relate to the ability to generate enough spend for the community facility build.</p> <p>Once the build is completed (expected to take 2-years+), there will then be an ongoing risk to manage, balancing regular income from the facility to pay its overheads and invest in its growth.</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>Principle sources of funding are expected to include:</p> <ul style="list-style-type: none"> <li>• Crowdfunding</li> <li>• Benevity</li> <li>• Community First</li> <li>• Latton Parish Council</li> <li>• Arnold Clark</li> <li>• Solve community fund</li> <li>• Mid Counties Co-operative Grants</li> <li>• National lottery community fund</li> <li>• Landfill Trusts</li> <li>• National Emergencies Trust Local Action fund</li> <li>• Central Southern England Fund</li> <li>• 113 Events (and other local event organisers)</li> <li>• Community ownership fund</li> <li>• Garfield Western foundation</li> <li>• FCC Community Action Fund</li> <li>• Small Grants Scheme – <a href="http://foylefoundation.org.uk">foylefoundation.org.uk</a></li> <li>• Waylands</li> <li>• Cullimore</li> <li>• Tarmac</li> <li>• Local Community Groups</li> <li>• Other Local Businesses / Employers</li> <li>• Our own Fundraising Events</li> </ul>
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Investment policy and objectives including any social investment policy adopted	Para 1.46	<p>Investment is currently focused on achieving the build of a new community facility.</p> <p>As we move into the detailed design and build phase of the project, so related policies will be established and formalised.</p>
A description of the principal risks facing the charity	Para 1.46	<p><b>1. Planning:</b> We are confident that planning will be approved, however, there is a risk that we may not be able to:</p> <ul style="list-style-type: none"> <li>a. Secure approval for the build</li> <li>b. Achieve the design required to conduct planned activities.</li> </ul> <p><b>2. Community:</b> Whilst we have a quorate and active committee there is a risk that we may not be able to:</p> <ul style="list-style-type: none"> <li>a. Generate interest locally and beyond</li> <li>b. Maintain support for the LPCT and its purpose</li> </ul> <p><b>3. Affordability:</b> Although we have been pledged £100,000 towards costs there is a risk that we will not be able to:</p> <ul style="list-style-type: none"> <li>a. Generate sufficient funds for the design and build of the facility.</li> <li>b. Generate sufficient income to cover operating costs.</li> <li>c. Raise funds to give back to the Community via trust objects.</li> </ul>
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution of a Charitable Incorporated Organisation with voting members other than its charity trustees
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO (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	Our CIO 'association model' has a wider voting membership who can make certain decisions (such as amending the constitution) and are able to appoint some or all of the charity trustees (who will serve for fixed terms) and may be involved in the work of the CIO.

### 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	<p>Trustee training will be conducted by way of handover and by working alongside existing trustees.</p> <p>Each new trustee will be provided with the Charity Commission Guidance document 'The essential trustee: what you need to know, what you need to do (CC3)' and must have signed the 'Trustee Eligibility Declaration'.</p> <p>As the trust matures, so specific roles will have a focused and more detailed 'job description' and likely supporting written procedures to follow.</p> <p>Each new Trustee should also be provided with a copy of the most recent accounts</p>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p>Currently a traditional and CIO association structure with Chair, Secretary, Treasurer.</p> <p>Remaining trustees and members conduct various work, including but not exhaustively:</p> <ul style="list-style-type: none"> <li>• Communications</li> <li>• Fundraising</li> <li>• Events</li> <li>• Community Research</li> <li>• Planning and Design</li> </ul>
Relationship with any related parties	Para 1.51	No formal relationships currently

Other		
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## Reference and Administrative details

Charity name	Latton Parish Community Trust
Other name the charity uses	LPCT
Registered charity number	1200388
Charity's principal address	Poppy Cottage 39 Upcott Latton SN6 6DS

### 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	Benjamin Stevens	Chairman		
2	Emma Barnett	Secretary		
3	Barry Branigan	Treasurer		
4	Andrew Lawrence	Trustee		
5	David Pembridge	Trustee		
6				
7				
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12				
13				
14				
15				
16				
17				
18				
19				
20				

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

Director name		
None		

### Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
None		



## 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	None
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	None

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
None		

#### Name of chief executive or names of senior staff members (Optional information)

None
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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/a
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## Other optional information

None
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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)		Original signed
Full name(s)	Benjmain Henry Stevens	Emma Ruth Fletcher
Position (eg Secretary, Chair, etc)	Chair	Secretary
Date	23 April 2024	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
Latton Parish Community Trust

No (if any)  
1200388

CC16a


## Receipts and payments accounts

For the period from	Period start date 01/04/2023	To	Period end date 31/03/2024
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### 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 £
<b>A1 Receipts</b>					
	NIL	NIL	NIL	NIL	NIL
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	NIL	NIL	NIL	NIL	NIL
<b>A2 Asset and investment sales, (see table).</b>					
	NIL	NIL	NIL	NIL	NIL
	-	-	-	-	-
<b>Sub total</b>	NIL	NIL	NIL	NIL	NIL
<b>Total receipts</b>	NIL	NIL	NIL	NIL	NIL
<b>A3 Payments</b>					
	NIL	NIL	NIL	NIL	NIL
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	NIL	NIL	NIL	NIL	NIL
<b>A4 Asset and investment purchases, (see table)</b>					
	NIL	NIL	NIL	NIL	NIL
	-	-	-	-	-
<b>Sub total</b>	NIL	NIL	NIL	NIL	NIL
<b>Total payments</b>	NIL	NIL	NIL	NIL	NIL
<b>Net of receipts/(payments)</b>	NIL	NIL	NIL	NIL	NIL
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	-	-	-	-	-
<b>Cash funds this year end</b>	NIL	NIL	NIL	NIL	NIL

## 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 £
<b>B1 Cash funds</b>	NONE	NIL	NIL	NIL
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>
	(agree balances with receipts and payments account(s))	NIL	NIL	NIL
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	NONE	NIL	NIL	NIL
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	NONE		NIL	NIL
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	NONE		NIL	NIL
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	NONE		NIL	NIL
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Benjamin Stevens	23 April 2024	
	Original Signed	Emma Fletcher	23 April 2024	