



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 31/10/2024
Period end date

Period start date To 31/03/2024

Charity name: HIGHWORTH COMMUNITY SHED

Charity registration number: 1200839

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>To promote social inclusion for the public benefit by preventing people (particularly but not exclusively older men and women), within Highworth and the surrounding area, from becoming socially excluded, relieving the needs of those people who are socially excluded and assisting them to integrate into society through the provision of facilities in which they can meet to undertake, jointly or individually, creative, physical or recreational activities, learn or pass on skills and knowledge and support each other socially.</p> <p>For the purpose of this clause 'socially excluded' means being excluded from society, or parts of society, as a result of one of more of the following factors: unemployment; financial hardship; bereavement or old age; ill health (physical or mental).</p>
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>Our Workshop offers the opportunity for members to make items for themselves or to enter into communal projects to make items for the Shed itself or for the community.</p> <p>Members are able to book sessions and courses in Basic Woodworking Skills are offered to members and the general public.</p>

		<p>We secured grants from National Lottery Community Fund (setting up costs), Co-operative Midlands and Local Giving Small Stars (both for Shed in Community project) - all restricted funds and accounted for.</p> <p>We ran our "Shed in the Community Project" within Highworth, we ran 5 separate FREE of charge craft courses subsidized from grants from Co-operative Midlands Society and Local Giving. Attendance was between 8 - 12 attendees at each session. These were specifically aimed towards (but not exclusively) the women in Highworth. Some of the women have since become members of the Shed and taken Basic Woodwork Skills courses and other courses, we have seen confidence grow and some now assist the Charity with fundraising events and have shared what they have gained from the Shed with the local residents on Market days when we have a stall on the Podium.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<p>Trustees have received guidance regarding Public Benefit through dedicated Trustee training and from documents via the Commissions website. The Charitable Objectives are also added to the agenda of Trustee meetings as a reminder of our purpose.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	n/a - we do not make grants
Policy on social investment including program related investment	Para 1.38	n/a
Contribution made by volunteers	Para 1.38	All members and Trustees are volunteers and as such their contributions to the Charity is of great significance.
Other		n/a

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"> • Sharing of skills and passing on knowledge by tuition with our Shed supervisors or by attending a <i>Basic Skills</i> course • Extending their abilities and gaining confidence • Provide a venue for members to meet and talk and make <i>friendships</i> and to feel they can make a contribution thus assisting with <i>mental well being</i> • Encouraging women members to work with equipment that they have never had experience which enables them to <i>expand their skills</i> base and boost general <i>confidence</i> • Full certificated First Aid courses for all our Supervisors thus ensuring we can react in the best way if required <p>As a new Charity we have spent much of the year raising awareness of the project, enrolling members, making contacts in our wider community and of course raising finance to ensure the Charity's viability and longer-term security.</p> <p>In addition to general donations, we secured grants from National Lottery Community Fund (setting up costs), Co-operative Midshires and Local Giving Small Stars (both for Shed in Community project) - all restricted funds and accounted for.</p> <p>EXAMPLES OF SOME OF OUR EVENTS AND PROJECTS 2022 - 2024</p> <ul style="list-style-type: none"> • Open day for residents of Highworth and surrounding area

- Making bird boxes for Friends of Pentylands Park (in Highworth)
- Planters for area outside the local swimming pool
- Outdoor Library for local Primary School
- Projects for local church including storage for recycling containers

Run our "Shed in the Community Project" within Highworth, we ran 5 separate FREE of charge craft courses subsidized from grants from Co-operative Midshires Society and Local Giving. Attendance was between 8 - 12 attendees at each session. These were specifically aimed towards (but not exclusively) the women in Highworth. Some of the women have since become members of the Shed and taken Basic Woodwork Skills courses and other courses, we have seen confidence grow and some now assist the Charity with fundraising events and have shared what they have gained from the Shed with the local residents on Market days when we have a stall on the Podium.

We will offer FREE membership if a person applying is in a position to be socially excluded due to *financial hardship* - we currently support one such male member who also suffers with anxiety issues. He has come to the Shed on several occasions but he also makes items in his home for the Shed with the supplies of wood etc we give to him. We are extending his FREE membership again this year at his request.

We have several members who have *health issues*. One, (joined 2023) suffers from Parkinsons and we were able to offer support to him at sessions, we also have a member who has heart issues, coming to the Shed has built up his confidence and he says he now considers a Wednesday as his "Shed" day.

		<p>We have several members who are on Autistic Spectrum and we endeavour to assist them by encouragement and assistance with the projects they undertake in a structured way.</p> <p>We have attended: Craft Fairs in Highworth and Coleshill May Day and Christmas Fayres - all day street events locally in Highworth</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	n/a
Performance of fundraising activities against objectives set	Para 1.41	In addition to grants and donations we received, we have raised funds from within the community at Craft Fairs, local Market stalls and delivering courses at a very competitive rate
Investment performance against objectives	Para 1.41	n/a
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	As a new Charity we are aware of the need to keep some stability within our accounts and have concentrated on delivering a service to our users at the same time as building up some reserves for the future. We aim to try and build up a balance to cover running costs for two years for the future.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	No specific reserves held
Amount of reserves held	Para 1.22	As above

Reasons for holding zero reserves	Para 1.22	Currently we have an adequate balance to cover our outgoings etc
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	We are confident of our future at this time as we have a lot of support and are actively fundraising

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	Membership £ 920 Courses £ 806 Donations/Grants £ 9200 Fundraising £ 6800
Investment policy and objectives including any social investment policy adopted	Para 1.46	None
A description of the principal risks facing the charity	Para 1.46	Currently confident in our future but we do discuss at our Trustees meetings
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Charitable Incorporated Organisation (CIO) association structure
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation (CIO) Registered 27 th October 2022 Registration number 1200839
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 elected by members at the Annual General Meeting (AGM). An EGM can be called by members to deal with Trustee issues should the matter arise in between the normal year period. The number of Trustees allowed for Highworth Community Shed is 5 (five) and over the period that number has not exceeded the constitutional requirements.

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	We had a full day induction training for the Trustees in April 2023, Trustees are also made aware of Shed policy documents available in our One Drive system and what is available on the Charity Commission site
The charity's organisational structure and any wider network with which the charity works	Para 1.51	We have a Chair, Secretary, Treasurer and Shed Manager - all are Trustees
Relationship with any related parties	Para 1.51	We network with other charities and groups in our designated catchment area
Other		

Reference and Administrative details

Charity name	HIGHWORTH COMMUNITY SHED
Other name the charity uses	n/a
Registered charity number	1200839
Charity's principal address	(1) Secretary 19 Darius Way, Swindon SN25 4XT

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	Adrian Young	Chair	Oct 2022 – Feb 2023	
2	Gerry Reilly	Treasurer	Oct 2022 – Jan 2023	
3	Chris Kent	Secretary	Oct 2022 – Feb 2023	
4	Russell Dobbs	Treasurer	Jan 2023 – Feb 2023	
5				
6	Sue Dobbs	Chair	Feb 2023 - current	
7	Robert Reynolds	Treasurer	Feb 2023 - current	
8	Peter Armitage	Secretary	Feb 2023 - current	
9	Gary Bates	Shed Manager	Mar 2023 - current	
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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	n/a
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		



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Highworth Community Shed

No (if any)
1200839

Receipts and payments accounts

CC16a

For the period
from

Period start date
31/10/2022

To

Period end date
31/03/2024

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Membership fees	920		-	920	-
Course fees	806		-	806	-
Session fees	165		-	165	-
Sales	4,442		-	4,442	-
Fund raising concert receipts (2022)	2,426		-	2,426	-
Social evening receipts	175		-	175	-
Bank interest & compensation	123		-	123	-
Donations - general	2,845		-	2,845	-
Donation - Coop		400	-	400	-
Donation - Local Giving		500	-	500	-
National Lottery grant		5,500	-	5,500	-
Sub total (Gross income for AR)	11,902	6,400	-	18,302	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	11,902	6,400	-	18,302	-
A3 Payments					
Rent	939		-	939	-
Insurance	832		-	832	-
Electricity	27		-	27	-
Rates	251		-	251	-
Room hire	222	293	-	515	-
Trustee & first-aid training	150	1,281	-	1,431	-
Trustee expenses	190		-	190	-
Materials/consumable	905	607	-	1,512	-
tools & equipment	812	3,946	-	4,758	-
Legal fees	305	273	-	578	-
Misc - expenses & subscriptions	326		-	326	-
Fund raising concert expenses (2022)	1,482		-	1,482	-
Social evening costs	196		-	196	-
Sub total	6,637	6,400	-	13,037	-
A4 Asset and investment purchases. (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	6,637	6,400	-	13,037	-
Net of receipts/(payments)	5,265	-	-	5,265	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	1,568	-	-	1,568	-
Cash funds this year end	6,833	-	-	6,833	-

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		-	-	-
		-	-	-
		-	-	-
	Total cash funds	-	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
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	