



## Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	01	04	2024		31	03	2025

### Section A

### Reference and administration details

Charity name

Highworth Community Shed

Other names charity is known by

Registered charity number (if any) 1200839

Charity's principal address

19, Darius Way

Swindon

Postcode

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	Sue Dobbs	Chair		
2	Pete Armitage	Secretary		
3	Sam Townley	Treasurer		
4	Gary Bates	Shed Manager		
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17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

### 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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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Charitable Incorporated Organisation (CIO) association structure
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation (CIO) association structure Registered 27 <sup>th</sup> October 2022 REGISTRATION NUMBER 1200839
Trustee selection methods (eg. appointed by, elected by)	Trustees elected at AGM by membership in attendance

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

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.  
For the purpose of this clause 'socially excluded' means being excluded

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

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>The Highworth Community Shed opens for its workshop sessions:</p> <ul style="list-style-type: none"> <li>- all day Wednesday (9.30am – 4.30pm)</li> <li>- Thursday, Friday, Saturday (9.30am – 1.30pm)</li> </ul> <p>Workshop sessions provide the opportunity for members to make items for themselves or to participate making communal projects to make items for the Shed itself or for the wider community.</p> <p>New members are able to book sessions and receive training on all machinery by our Supervisors (we have 6 members who have received training and are certificated in First Aid in the Workplace, 5 of whom are Supervisors).</p> <p>Courses in Basic Woodworking Skills are available for members and the general public and we ran 10 courses that were available to members and the public. Members of the Community Shed pay a reduced rate for any courses they attend and should we have a member who is financially challenged we will waive the cost fully for a course.</p> <p>We have made items for the National Trust (Coleshill and Buscot and also Chastleton House), St Michael's and All Angels Church and items such as planters etc for local residents.</p> <p>When making items for local residents we aim to provide the item at a reduced cost (being mindful of our requirement to meet public benefit). We have donated items to e.g. school fetes so they can raise funds for their pupils. We attend local craft fairs and street markets in Highworth to enable us to engage with the public and to promote our work.</p> <p>We offer free or reduced cost membership to new members if they are identified as being financially challenged.</p> <p>Trustees received guidance regarding Public Benefit through training and from the Charity Commission website. Our Charitable Objectives are printed on all our Trustees meeting Agenda document.</p>

**Additional details of objectives and activities (Optional information)**

<p>You <b>may choose</b> to include further statements, where relevant, about:</p> <ul style="list-style-type: none"> <li>• policy on grantmaking;</li> <li>• policy programme related investment;</li> <li>• contribution made by volunteers.</li> </ul>	<p>We currently do not make any direct grants to other groups/individuals but we do offer free or reduced rate membership and courses to residents if required (or requested).</p> <p>All of our members (including all Trustees) are Volunteers. We have no paid staff. The contribution made by our volunteers e.g. members working on communal projects, donations of equipment, general attendance to our sessions and support at our stalls at public events is excellent.</p>
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**Summary of the main achievements of the charity during the year**

Membership participation was good, especially for organised courses (which were also attended by members of the public) Our courses are priced to be accessible to all. We ran 10 courses which were attended by 24 people. We held a Christmas Social for membership of the Shed.

We attended 2 Craft Fairs in our local church (Easter and Autumn) and 2 Town Council run Street Fairs (May Day and Christmas Lights Switch On), with the aim of advertising our Shed and its aims plus to raise funds. New postcard sized printed “business type” cards were donated to hand out at attended events and to leave in local establishment for visitors to “find”.

We were asked to renovate a 1930’s Lines Bros/Triang Dolls House for one of our local residents (Mrs A.D), it was in a very poor state and took some considerable work to bring it back to near its original glory. Mrs D was very happy with the result and made a donation to our funds. She intends to pass the Dolls House to a local Hospice Charity to auction and raise money.

The Shed has earned itself a good name for the renovation of several benches, especially those with metal ends and wooden slats. We are pleased to reuse what we can to protect the environment. We continue to get orders for planters, outdoor equipment for local schools, refurbish furniture, garden trugs, turned bowls, bookcases etc.

We secured a grant from WrdeUP, a local Highworth organisation promoting music – this grant was to purchase our own Gazebo and fold-out table to enable us to attend events in inclement weather. This has been used on a couple of occasions and was greatly appreciated by our volunteers.

## Section E Financial review

### Brief statement of the charity's policy on reserves

We aim to keep the equivalent of 2 years rental costs in our deposit account to ensure financial security and to cover any unforeseen circumstances.

### Details of any funds materially in deficit

None

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

## Section F Other optional information

## Section G Declaration

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

### Signed on behalf of the charity's trustees

<b>Signature(s)</b>	Sue Dobbs	Pete Armitage
<b>Full name(s)</b>	Sue Dobbs	Peter Michael Armitage
<b>Position (eg Secretary, Chair, etc)</b>	Chair	Secretary
<b>Date</b>		



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name <b>Highworth Community Shed</b>	No (if any) <b>1200839</b>
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## Receipts and payments accounts

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For the period from	Period start date 01/04/2024	To	Period end date 31/03/2025
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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>					
Membership	1,100	-	-	1,100	920
Course fees	403	-	-	403	806
Session fees	229	-	-	229	165
Sales	5,111	-	-	5,111	6,868
Donations	1,223	-	-	1,223	3,020
Restricted funds		349	-	349	6,400
Interest on Ins Access Account	53			53	123
Misc	190			190	
<b>Sub total (Gross income for AR)</b>	<b>8,309</b>	<b>349</b>	<b>-</b>	<b>8,658</b>	<b>18,302</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>8,309</b>	<b>349</b>	<b>-</b>	<b>8,658</b>	<b>18,302</b>
<b>A3 Payments</b>					
Rent to National Trust	1,530	-	-	1,530	939
Rates					251
Electricity	66	-	-	66	27
Outgoing re fundraising					1,482
Insurance	506	-	-	506	832
Purchase of gazebo & table		349	-	349	-
Refunds	63	-	-	63	-
Christmas Members Social	200	-	-	200	196
Materials & Tools	1,766	-	-	1,766	6,270
Misc	103	-	-	103	3,040
<b>Sub total</b>	<b>4,234</b>	<b>349</b>	<b>-</b>	<b>4,583</b>	<b>13,037</b>
<b>A4 Asset and investment purchases. (see table)</b>					
	-	-	-	-	
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>13,037</b>
<b>Net of receipts/(payments)</b>	<b>4,075</b>	<b>-</b>	<b>-</b>	<b>4,075</b>	<b>5,265</b>
<b>A5 Transfers between funds</b>					-
<b>A6 Cash funds last year end</b>	<b>6,833</b>	<b>-</b>	<b>-</b>	<b>6,833</b>	<b>1,568</b>
<b>Cash funds this year end</b>	<b>10,908</b>			<b>10,908</b>	<b>6,833</b>

## 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>	Treasurers Account	4,841	-	-
	Instant Access Account	6,067	-	-
		-	-	-
	<b>Total cash funds</b>	<b>10,908</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Peter M Amitage	23-Oct-25