



# **Trustee's Annual Report for the period from 05/04/2024 to 04/04/2025**



[www.torquayreads.org](http://www.torquayreads.org)  
[info@torquayreads.org](mailto:info@torquayreads.org)

Instagram: TorquayReads

Facebook Torquay Reads

TikTok: torquay\_reads

Charity number: 1205751

## **Reference and Administration Details**

**Charity Name:** Torquay Reads

**Registered Charity Number:** 1205751

**Charity Address:** c/o The Spires College  
Westlands Lane  
Torquay  
TQ1 3PE

**Names of the charity trustees who manage the charity:**

<b>Trustee Name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>
Alex Newton	Chair	
Leanne Madge		
Melita Taylor	Secretary	

**Names and addresses of advisors (optional information):**

<b>Type of advisor</b>	<b>Name</b>	<b>Address</b>

## **Structure, Governance and Management**

**Description of the charity's trusts**

**Type of governing document:** Constitution (adopted November 2023)

**How the charity is constituted:** CIO

**Trustee selection methods:** Trustees are appointed or reappointed every 3 years by resolution at the AGM held in October, except for the initial charity trustees.

**Additional Information:** The trustees oversee the day-to-day running of the charity along with additional committee members. Committee members bring their own expertise to the table and are fully involved in both operational and strategic planning.

There is a Safeguarding Policy in place. The charity does not work directly with children or other vulnerable people although the beneficiaries of the charity are children.

## **Objectives and Activities**

### **Summary of the Objects:**

To advance the education of the public in Torbay and the surrounding area through the provision of free books to children and young people and by encouraging reading and promoting literacy in the local community.

### **Summary of the main activities undertaken:**

Following the setting up of the charity in November 2023 with the Charities Commission, the charity has been inactive for this reporting period due to personal circumstances with the trustees along with a lack of additional committee members.

### **Additional objectives and activities:**

Please see the future plans section below.

## **Achievements and Performance**

Please see the summary of main activities section above. There are no achievements for this reporting period.

## **Financial Review**

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

The charity had no bank account or cash funds for this financial period. Receipts and Payments (Form CC16a) are included in this report.

### **Details of any funds materially in deficit:**

Not applicable

## **Other Optional Information**

### **Future Plans:**

The coming year will see a concerted drive to re-activate the charity. Trustees are able to take up their posts again and new committee members have been recruited. The aim is to complete our first distribution of books for Christmas 2025. In addition, we will apply for grants and aim to secure funding and sponsorship going forward.

## **Declaration**

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

Signed on behalf of the charity's trustees:

### **Signatures:**



**Full Names:** Ms Alexandra Newton

Dr Melita Taylor

**Position:** Chair

Secretary

**Date:** 03/02/2026

03/02/2026



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Torquay Reads

1205751

CC16a

## Receipts and payments accounts

For the period  
from

16/11/2023

To

04/04/2025

### 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>					
Donations	-	-	-	-	-
Fundraising	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b> (Gross income for AR)	-	-	-	-	-
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	-	-	-	-	-
<b>A3 Payments</b>					
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	-	-	-	-	-
<b>Net of receipts/(payments)</b>	-	-	-	-	-
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	-	-	-	-	-
<b>Cash funds this year end</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>		-	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	-	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>				
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>				
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>				
			-	
			-	
			-	
			-	


  

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

Categories	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
	MELITA TAYLOR	09/12/25

### Notes:

The charity was not active during this period other than registering with the Charities Commission. It has no assets or liabilities for this reporting period. This is a nil return.