



Trustees' Annual Report for the period

From		Period start date			To			Period end date		
		17	June	2024				31	March	2025

Section A Reference and administration details

Charity name

Hartley Wintney Voluntary Care Group

Registered charity number (if any)

1208677

Charity's principal address

15 Cottage Green

Hartley Wintney

Hampshire

Postcode

RG27 8DJ

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	Christopher Cornwell	Chairman		
2	Christine Watt	Treasurer		
3	Elizabeth Lockett	Secretary		
4	Caroline Winchurch	Vice-Chairman		

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

Constitution

How the charity is constituted
(eg. trust, association, company)

Hartley Wintney Voluntary Care Group is constituted as a Charitable Incorporated Organisations (CIO).

Trustee selection methods
(eg. appointed by, elected by)

Trustees are appointed by the Trustee Board.

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;

□

Hartley Wintney Voluntary Care Group has operated as an unregistered community organisation since 1997, up until 17 June when it is application to be a registered charity was approved by the Charity Commission on 17 June 2024.

Hartley Wintney Voluntary Care Group is a member of the Good Neighbours Network, which is managed by the Portsmouth Diocesan Council for Social Responsibility (registered charity no 1145162). The Good Neighbours Network provides its member groups with safeguarding support, including Disclosure and Barring Scheme checks, general guidance on policies and procedures, and umbrella Public Liability insurance for their activity.

Section C Objectives and activities

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

(1) To relieve inhabitants, resident in the parishes of Hartley Wintney, Heckfield, Mattingley and Winchfield and the surrounding area (the area of benefit), who are in need by reason of their age, disability, sickness or convalescence, by the provision of such voluntary care work as may be charitable.

(2) The provision and maintenance of community buildings for the use of the inhabitants of the area of benefit, without distinction of political, religious or other opinions, include use for (a) meetings, lectures and classes, and (b) other forms of recreation and leisure-time occupation with the object of improving the conditions of life of the inhabitants.

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)

Hartley Wintney Voluntary Care Group provides the following services to meet its charitable objects:

- Transport to medical appointments for local residents, who are unable to travel independently to these appointments. Transport is provided by volunteer drivers.
- Volunteer befriending visits to local residents who are at risk of social isolation.
- Other volunteer support eg shopping, collecting prescriptions, dog walking, help with IT and help as required.
- Support for residents, who have dementia and their carers.
- Other activities in the community to help bring people together socially.

In planning our activities for the year, the Trustees of Hartley Voluntary Care Group have kept in mind the Charity Commission’s guidance on public benefit.

Summary of the main achievements of the charity during the year

Hartley Voluntary Care Group provides help, primarily to the residents of Hartley Wintney, Heckfield, Mattingley and Winchfield. However, our weekly Forget-Me-Not Café and Singing for the Mind sessions and the Christmas Day Lunch are available to all.

We are always in need of more Duty Officers and Drivers to provide our Medical Transport service, but for all other activity, we usually have sufficient volunteers to manage demand. During the year our activity was supported by over 117 volunteers.

The Trustees would like to thank the Good Neighbours Network (GNN), which as an organisation remains unique in the UK, for their continued support. Their professional guidance is important in helping Trustees feel confident that we are providing safe services, particularly for those who are the most vulnerable. In addition, they provide public liability insurance that protects us all as volunteers.

Befriending

A carry-over from the Covid-19 pandemic, was that we provided a mixture of those who preferred telephone contact and those who welcomed weekly home visits for a cup of tea and a chat. All those we currently assist are visited in their homes.

Christmas Day Lunch at the Victoria Hall

This is now an established feature of what is available in the village and is open to all who wish to attend, either individuals or partners who would otherwise be eating Christmas Day lunch on their own.

We help those without transport to travel to and from the Victoria Hall; one of our local families continue to do the cooking and manage the kitchen; and others set up the Victoria Hall on Christmas Eve and serve, clear away and wash up on the day.

Our thanks to the generosity of The Victoria Hall Charity who provide the venue free; Graves the Butcher in Hook; Auriol Wines in the village; Tesco in Hook; and Waitrose in Yateley, along with a number of private individuals who, between them, means it continues to remain free. On 25 December 2024, 46 people sat down to eat.

Forget-Me-Not Café

This weekly activity, for people living with dementia and their carers, friends and family, continues to thrive.

We celebrated our 10th Anniversary on 17 September 2024 and continue to provide some variety, from the normal weekly drop-in facility, with musical entertainment from the GreenOaks School choirs, the Dogmersfield School choir, Hartley Rocks and the Fleet u3a Ukulele Band. We are also delighted that the Citizens Advice Hart's Outreach worker comes along once a month to not only assist Forget-Me-Not Café attendees, but also anyone in the village who might benefit from their expertise on a wide range of issues.

We are indebted to St John's Church for providing their three halls for us free of charge as well as hosting a Christmas Carol Concert before our Christmas Lunch. In return we are pleased to make our table tennis table available to the Youth Club at St. John's and to have made a contribution towards the cost of purchasing a new dishwasher. Finally, our thanks to the wonderful team who make homemade cakes for us every week,

which is quite a commitment with Café attendance exceeding 50 most weeks.

We are grateful to Hook and Odiham Lions whose kind donation meant that we could continue to subsidise our 2024 Christmas Lunch.

Singing for the Mind

We continue to hire premises and a professional Music Facilitator for these weekly sessions. Surprisingly, the number attending has fallen since the pandemic. Thankfully, donations and grants have allowed us to continue to provide this service with a modest £5 contribution per family per week.

Medical Transport

This is the one service that we have provided continuously since we were founded in 1977, even during the pandemic.

In April 2025, following a discussion at last year's AGM, we talked to Hook Care Group and, based on their experience, introduced WhatsApp on 1 April 2025, which has been welcomed by most and has reduced the time it takes for Duty Officers to find drivers. However, there are both Duty Officers and drivers who prefer to maintain telephone contact with one another and there is no reason why this should not continue. Otherwise, little changes from year to year and we are constantly looking for new Duty Officers and drivers to spread the load. We had expected that new technology would have radically altered access to the reserved parking spaces for volunteers at the North Hampshire Hospital in Basingstoke, but this has not happened yet.

Our thanks to Mark and Sara Porter, who continue to allow us to deposit the contributions received from clients in their premises, for our Treasurer to collect and bank.

Prescription Collection, Shopping, Dog Walking, IT Support and Odd Jobs

The call for these services has, post pandemic, reduced dramatically. We continue to look to help where we can, if we have a volunteer with the necessary skills; can write a sensible Risk Assessment; and the Good Neighbours Network's Public Liability insurance provides cover.

Trishaw Rides

As we expected last year, trips did not commence until late summer. Despite regular articles in 'Contact' few came forward of their own volition. However, knowing a fair number of those who we take to and from their medical appointments quite well, calling them produced takers.

Chris Cornwell
Chairman

Section E

Financial review

Brief statement of the charity's policy on reserves

The Trustees aim to retain at least one year's expenditure in reserve for the following financial year. This includes any funds, which are restricted in purpose, for example for our dementia support activities.

Details of any funds materially in deficit

Not applicable.

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;

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Hartley Wintney Voluntary Care Group's principal funding sources are:

- Donations from individuals who have benefitted from our services.
- Charitable grants and donations from businesses and individuals.

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

Signature(s)



Full name(s)

Christopher Malcolm Cornwell

Position (eg Secretary, Chair, etc)

Chairman

Date

10 November 2025



CHARITY COMMISSION
FOR ENGLAND AND WALES

Hartley Wintney Voluntary Care Group

1208677

Receipts and payments accounts

CC16a

For the period
from

01.04.2024

To

31.03.2025

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 £
A1 Receipts					
Passenger contributions	3,834	-	-	3,834	
Donations for dementia activity	-	422	-	422	
Individual donations	551	-	-	551	
Other income	880	-	-	880	
Bank interest	-	-	-	-	
	-	-	-	-	
	-	-	-	-	
Sub total (Gross income for AR)	5,265	422	-	5,687	
A2 Asset and investment sales, (see table).					
	-	-	-	-	
	-	-	-	-	
Sub total	-	-	-	-	
Total receipts	5,265	422	-	5,687	
A3 Payments					
Volunteer Expenses	2,936	-	-	2,936	
Administration	1,080	-	-	1,080	
Annual General Meeting	245	-	-	245	
Dementia Activities	-	5,245	-	5,245	
Christmas Lunch x 2	465	-	-	465	
Miscellaneous	1,151	-	-	1,151	
	-	-	-	-	
	-	-	-	-	
Sub total	5,877	5,245	-	11,123	
A4 Asset and investment purchases, (see table)					
	-	-	-	-	
	-	-	-	-	
Sub total	-	-	-	-	
Total payments	5,877	5,245	-	11,123	
Net of receipts/(payments)	- 612	- 4,824	-	- 5,436	
A5 Transfers between funds	-	-	-	-	
A6 Cash funds last year end	21,897	-	-	21,897	
Cash funds this year end	21,285	- 4,824	-	16,461	

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	Cash in bank	12,610	3,850	-
		-	-	-
		-	-	-
	Total cash funds	12,610	3,850	-
	(agree balances with receipts and payments account(s))			
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities		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
		Chris Cornwell	10.11.2025
		Chris Watt	10.11.2025