

# WOTTON-UNDER-EDGE TOWN TRUST

England & Wales · Charity number 203466

## Details

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**Status** Registered

**Legal form** Other

**Registered** 1962-04-03

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Wotton Under Edge Town Council: Cou  
2 Gloucester Street  
Wotton-Under-Edge  
GL12 7DN

**Phone** 01453843210

**Email** [clerk@wotton-under-edge.com](mailto:clerk@wotton-under-edge.com)

**Website** [www.wotton-under-edge.com](http://www.wotton-under-edge.com)

## Activities

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**Objects:** 1. THE MAINTENANCE AND ADMINISTRATION OF THE TURST PROPERTY. 2. THE PROVISION OF A YEARLY SUM OF \$12 FOR THE BENEFIT OF THE CHARITY KNOWN AS HUGH PERRY'S LECTURESHIP CHARITY. 3. THE MAINTENANCE OF WOTTON-UNDER-EDGE, TOWN HALL. 4. ANY OTHER PURPOSE FOR THE PUBLIC BENEFIT OF INHABITANTS.

**Activities:** General Charitable Purposes - provides buildings and facilities for the benefit of the general public

## Classification

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- **How:** Provides Buildings/facilities/open Space
- **What:** General Charitable Purposes
- **Who:** The General Public/mankind

## Geography

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- **Area of benefit:** PARISH OF WOTTON-UNDER-EDGE (AS IN 1890)
- Gloucestershire

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£34,929	£58,313	-	-
2024-03-31	£41,286	£39,530	-	-
2023-03-31	£32,945	£48,999	-	-
2022-03-31	£60,874	£26,724	-	-
2021-03-31	£77,480	£31,805	-	-

## Trustees

Name	Role	Appointed
Wotton-under-Edge Town Council		1976-07-26

**WOTTON-UNDER-EDGE TOWN TRUST**

England & Wales - Charity number 203466

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# Accounts

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**WOTTON-UNDER-EDGE TOWN TRUST**  
Charity Number 203466

**TRUSTEES ANNUAL REPORT FOR THE FINANCIAL YEAR ENDING 31<sup>ST</sup> MARCH 2025**

**Trustees**

Wotton-under-Edge Town Council is the Trustee of Wotton-under-Edge Town Trust. The Town Council at 31<sup>st</sup> March 2025 was comprised of the following members:

Mr P Barton	Mr R Halpin	Mr D Thomas
Mr R Claydon OBE	Mr J Lewis	Ms J Tyler
Dr J Cordwell	Mr P Smith (Chairman)	

**Overview**

The year 2024-2025 has seen a decrease in income of £6357 from the previous financial year, plus an increase of £18,783 in expenditure over the same period. The deficit for the year was £23,384 with end of year cumulative funds decreasing to £130,551. **The Town Trust continues to be heavily subsidised by Wotton-under-Edge Town Council for the benefit of the community.**

**Expenditure**

Significant variations are as follows:

	<b>31/3/2024</b>	<b>31/3/2025</b>	<b>Difference</b>	<b>Notes</b>
Town Hall Caretaking/Cleaning	£9621	£7620	-£2001	Contract cleaning of £2000 to cover staff absence in FY23/24, reduced to £92 in FY24/25.
Town Hall Maintenance/Misc. Expenses	£5641	£9318	£3677	FY24/25 saw an increase of £5327 due to electrical testing and associated works, plus replacement of obsolete lighting. This was partially offset by a reduction in plumbing/heating maintenance of £2000.
Town Hall Utilities	£5358	£6884	£1526	FY24/25 was the first full year of the new gas/electricity contracts, which were at a higher rate than previously; plus winter 24/25 saw a long cold spell requiring increased heating.
Chipping Hall	£1693	£14369	£12676	Extensive refurbishment/replacement of cast iron guttering and downpipes undertaken in FY24/25
Youth Centre	£1611	£2389	£778	Electrical testing and increased cost of fire systems maintenance in FY24/25

Unrealised loss on Investment Assets	£0	£2231	£2231	Values down on FY23/24 figures due to fluctuations in the investments market
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Major expenses continue to be insurance, administration, maintenance, cleaning and utilities.

### Income

Significant variations are as follows:

	31/3/24	31/3/25	Difference	Notes
Town Hall Lettings	£8837	£12332	£3495	Major booking held every 2 years, not held in FY23/24
Unrealised Profit on Investments	£9702	£0	-£9702	Values down on FY23/24 figures due to fluctuations in the investments market

### Points to Note

Some of the operating expenses of the Youth Centre building are paid by Wotton-under-Edge Town Council for its use as a Youth Centre.

The donation of £4700 from Wotton-under-Edge Town Council is to compensate the Trust for loss of rent income following:

- (i) closure of the Police Station (£3500);
- (ii) economy measures at Stroud District Council resulting in their decision to only continue to run the Chipping Car Park if it was on an expenses only basis, without any underlying rent costs (£1200).

The Town Council continues to pay £2000 per annum to the Town Trust to rebuild the Permanent Endowment used to fund the refurbishment of the Town Hall, as required by the Charities Commission.

### Summary

Wotton-under-Edge Town Trust continues to meet its remit of providing buildings for the enjoyment of the people of the town, although the costs of doing so have significantly increased. Two of its buildings, namely the Town Hall and the Chipping Hall, both of which are listed, require major maintenance work, which is expected to start in 2025. A contractor has been appointed to manage preparations for the repairs and efforts are ongoing to progress the projects as soon as possible. The costs for this will be met by Wotton-under-Edge Town Council. Other properties are in reasonable order and all continue to be used by a wide cross-section of the public for a variety of recreational purposes.

Signed: ..... Chairman of the Trustees

Dated:

**Wotton-under-Edge Town Trust**

Registered charity number 203466

**Income and Expenditure Account for the Year Ended 31st March 2025**

<b>Income</b>	<b>31/03/2024</b>	<b>31/03/2025</b>
Town Hall Lettings	£8,837.00	£12,331.61 <i>Note 1</i>
Chipping Hall Rent	£9,000.00	£9,000.00
Chipping Clubroom Lettings	£2,044.00	£2,393.00
Other Lettings	£2,356.00	£2,356.00
Interest Received	£1,616.77	£1,192.39 <i>note 2</i>
Income from Other Investments	£638.63	£651.39
Donation by Wotton Town Council	£6,700.00	£6,700.00
Unrealised Profits on Investment Assets	£9,702.07	£0.00 <i>Note 3</i>
Wayleaves	£300.00	£304.60
Grants/Donations	£0.00	£0.00
Miscellaneous Income	£92.00	£0.00
	<u>£41,286.47</u>	<u>£34,928.99</u>
<b>Expenditure</b>		
Town Council Administration Fee	£8,750.00	£8,750.00
Town Hall Caretaking/Cleaning	£9,621.28	£7,619.76 <i>note 4</i>
Town Hall Maintenance/Misc Expenses	£5,641.49	£9,317.69 <i>note 5</i>
Town Hall Utilities	£5,357.68	£6,883.76 <i>note 6</i>
Town Hall PRS Licence	£72.78	£108.60
Youth Centre	£1,610.55	£2,389.43 <i>note 7</i>
Chipping Hall	£1,692.85	£14,368.90 <i>note 8</i>
Chipping Clubroom	£1,770.77	£2,184.84 <i>note 9</i>
Other Property Expenses	£923.86	£406.84 <i>note 10</i>
Insurance	£3,218.56	£3,416.22
Grants	£100.00	£100.00
Audit Fees/Bank Charges	£285.00	£284.40 <i>note 11</i>
Charity Commission	£301.80	£251.80
Miscellaneous Payments	£183.00	£0.00
Unrealised Loss on Investment Assets	£0.00	£2,230.51 <i>note 3</i>
	<u>£39,529.62</u>	<u>£58,312.75</u>
Surplus/Deficit for the year	£1,756.85	-£23,383.76
Cumulative Funds B/Fwd	<u>£152,177.47</u>	<u>£153,934.32</u>
	£153,934.32	£130,550.56
Cumulative Funds C/Fwd	<u>£153,934.32</u>	<u>£130,550.56</u>

Signed: Chairman

Responsible Financial Officer

**Wotton-under-Edge Town Trust**

Registered charity number 203466

**Balance Sheet as at 31st March 2025**

	<b>31/03/2024</b>	<b>31/03/2025</b>
<b>Investments</b>		
Investments at Valuation	£92,782.94	£90,552.43
<b>Current Assets</b>		
Unity Trust Current Account	£2,256.45	£6,925.85
Unity Trust Instant Access Account	£58,368.67	£31,561.06
Debtors (VAT recoverable)	£739.26	£1,724.22
	<u>£61,364.38</u>	<u>£40,211.13</u>
<b>Total Assets</b>	<b><u>£154,147.32</u></b>	<b><u>£130,763.56</u></b>
<b>Current Liabilities</b>		
Creditors	£213.00	£213.00
<b>Net Assets</b>	<b><u>£153,934.32</u></b>	<b><u>£130,550.56</u></b>
<b>Represented by:</b>		
Accumulated Fund brought forward	£152,177.47	£153,934.32
Surplus/Deficit for the year	£1,756.85	-£23,383.76
	<u>£153,934.32</u>	<u>£130,550.56</u>

Approved by Wotton-under-Edge Town Trust:

Signed: Chairman

Responsible Financial Officer

Date:

**Wotton-under-Edge Town Trust**  
Registered charity number 203466  
**Notes to the Accounts**

**Investments**

The Charities Official Investment Fund (COIF) advised the Town Trust that its investments had the following values at 31st March 2025:

	Units	Value per unit (£)	Total Value at 31/3/2025	Total Value at 31/3/2024
Income Shares	1121.21	19.4806	£21,841.84	£22,909.24
Accumulation Shares	186.3895	251.9601	£46,962.72	£47,706.46
Accumulation Shares	82.3716	251.9601	£20,754.36	£21,125.18
C G Peglar Fund	51	19.4806	£993.51	£1,042.06
			<b>£90,552.43</b>	<b>£92,782.94</b>

**Note 1**

Town Hall Lettings	2023/24	2024/25
Lettings Fees	£8,837.00	£12,331.61 <i>Major booking held every 2 years, not held in 23/24</i>

**Note 2**

Interest	2023/24	2024/25
	£1,616.77	£1,192.39 <i>Reduction in savings so less interest earned</i>

**Note 3**

**Unrealised Loss on Investment Assets** Loss of £2230.51 on value of investments compared to 31/3/2024 due to fluctuations in interest rates

**Note 4**

Town Hall Caretaking/Cleaning	2023/24	2024/25
Cleaning Supplies	£258.89	£136.08
Regular Cleaning	£7,362.39	£7,391.68 <i>Increase in wages and full year of pension scheme</i>
Extra contract cleaning	£2,000.00	£92.00 <i>To cover staff absence</i>
	<b>£9,621.28</b>	<b>£7,619.76</b>

**Note 5**

Town Hall Maintenance/Misc Expenses	2023/24	2024/25
Lift Maintenance	£345.40	£485.21
Plumbing Works/ Supplies/Other	£2,180.17	£180.00 <i>23/24 £2008 plumbing/heating maintenance</i>
Boiler Maintenance	£140.00	£160.00
Fire Systems Maintenance	£358.78	£909.05
Fire Curtain Maintenance	£700.00	£700.00
Refurb/Repairs to flooring	£600.00	£0.00
Electrical Works	£0.00	£5,327.24 <i>24/25 replacement of obsolete lighting/electrical testing</i>
Water Heater	£924.99	£0.00 <i>23/24 one-off purchase</i>
Other Maintenance	£392.15	£538.19
Partition Walls Maintenance	£0.00	£1,018.00
	<b>£5,641.49</b>	<b>£9,317.69</b>

**Note 6****Town Hall Utilities**

	<b>2023/24</b>	<b>2024/25</b>
Electricity	£1,947.30	£3,200.69 <i>New 2 year contract in Dec 23 with big increase in unit rate</i>
Gas	£2,573.37	£3,026.07 <i>New 2 year contract in Dec 23 with big increase in unit rate</i>
Water/Sewerage	£837.01	£656.90
	<u>£5,357.68</u>	<u>£6,883.66</u>

**Note7****Youth Centre**

	<b>2023/24</b>	<b>2024/25</b>
Electricity	£356.29	£463.44
Cleaning	£867.15	£919.57
Fire systems Maintenance	£186.07	£352.65
Electrical Testing	£0.00	£350.00
Other	£201.04	£303.77
	<u>£1,610.55</u>	<u>£2,389.43</u>

**Note 8****Chipping Hall**

	<b>2023/24</b>	<b>2024/25</b>
Fire Safety Services	£485.85	£493.94
Building Survey	£357.00	£0.00 <i>Structural engineering check on mezzanine</i>
Maintenance Work	£850.00	£13,700.00
Fire Safety Door Push Bars	£0.00	£174.96
	<u>£1,692.85</u>	<u>£14,368.90</u>

**Note 9****Chipping Clubroom**

	<b>2023/24</b>	<b>2024/25</b>
Cleaning	£867.16	£919.63
Utilities	£475.12	£541.59
Fire Systems Maintenance	£72.45	£249.85
Sundries	£131.04	£133.77
Electrical Testing	£0.00	£250.00
Plumbing Works	£225.00	£90.00
	<u>£1,770.77</u>	<u>£2,184.84</u>

**Note 10****Other Properties Expenses**

	<b>2023/24</b>	<b>2024/25</b>
Heritage Centre	£923.86	£406.84 <i>Fire safety/plumbing works</i>

**Note 11****Audit Fees/Bank Charges****Creditors from Financial Year 2023/24**

Audit Accrual	£213.00	
<b>Deduction from Audit Figure</b>		<b>£213.00</b>

**Creditors from Financial Year 2024/25**

Audit Accrual	£213.00	
<b>Addition to Audit Figure</b>		<b>£213.00</b>

**Earmarked Funds**

To Benefit the Elderly	£544.00	<i>From Chipping Clubroom Trust Funds</i>
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Your Finance *Dept.biz*

Your Finance *Director*

Andrea Durn  
Clerk to the Council  
Wotton Town Council  
Civic Centre  
2 Gloucester Street  
Wotton-under-Edge  
Gloucestershire GL12 7DN

23<sup>rd</sup> May 2024

**Wotton Town Trust Independent Internal Audit 2024/25**

Dear Andrea,

Further to my site visit on 20<sup>th</sup> May 2025, may I first of all express my thanks to yourself and Yasmin for the continued organised provision of the necessary records and documents to assist with the audit of the Town Trust for 2024-2025.

My review of the accounts and records revealed consistency with prior year's compliance, and I'm satisfied that they give a true and fair view of the transactions for the financial year and the Town Council is meeting its duties as Trustees in this respect.

My only comments are those of an analytical nature in that the movement from a previous Surplus of £1,757 for 2023-24 to a Deficit for the year of £23,384 due mainly to the increase in costs of £18,783 and the net reduction in Investment Asset valuations of £11,932.

The remaining movements are summarised on the following page.



Your Finance Dept.Biz Limited (Reg. No. 07858004)  
9 Court Orchard, Wotton-under-Edge, Gloucestershire GL12 7JB

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Your Finance *Dept.biz*

Your Finance *Director*

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Continued.....

**Summary of significant movements in Income and Expenditure 2024-25**

	<b>£'000's</b>
Increased Town Hall Lettings	-3.5
Town Hall Caretaking / Cleaning	-2.0
Town Hall Maintenance	3.6
Town Hall Utilities	1.5
Chipping Hall	13.0
Other net differences	0.7
<b>Decrease in Operational Surplus</b>	<b>13.3</b>
Unrealised Investments revaluation	11.9
<b>Decrease in Overall Surplus for the year</b>	<b>25.1</b>

Yours sincerely



**S A Tasker FCMA / CGMA**



Your Finance Dept.Biz Limited (Reg. No. 07858004)  
9 Court Orchard, Wotton-under-Edge, Gloucestershire GL12 7JB

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**WOTTON-UNDER-EDGE TOWN TRUST**

England & Wales - Charity number 203466

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# Accounts

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**WOTTON-UNDER-EDGE TOWN TRUST**  
Charity Number 203466

**TRUSTEES ANNUAL REPORT FOR THE FINANCIAL YEAR ENDING 31<sup>ST</sup> MARCH 2024**

**Trustees**

Wotton-under-Edge Town Council is the Trustee of Wotton-under-Edge Town Trust. The Town Council at 31<sup>st</sup> March 2024 was comprised of the following members:

Mr P Barton	Ms S Hunt	Mr D Thomas
Mr R Claydon OBE	Mr J Lewis	Mr M Tucker (Chairman)
Dr J Cordwell	Mr N Pinnegar	Mr J Turner
Mrs T Creese		

**Overview**

The year 2023-2024 has seen an increase in income of £8341 from the previous financial year, plus a decrease of £9469 in expenditure over the same period. The surplus for the year was £1757 with end of year cumulative funds increasing to £153,934. **The Town Trust continues to be heavily subsidised by Wotton-under-Edge Town Council for the benefit of the community.**

**Expenditure**

Significant variations are as follows:

	<b>31/3/2023</b>	<b>31/3/2024</b>	<b>Difference</b>	<b>Notes</b>
Town Hall Caretaking/Cleaning	£7760	£9621	£1861	Increased cleaning costs due to staff wage increases plus full year in pension scheme; and contract cleaning of £2000 to cover staff absence.
Town Hall Maintenance/Misc. Expenses	£9447	£5641	-£3806	FY23/24 saw an increase of £1891 in plumbing/heating maintenance but offset by significant reductions in fire systems maintenance of £3223; and floor repairs of £2396
Town Hall Utilities	£4386	£5358	£972	Gas account in credit in FY22/23 so fewer payments in that year.
Chipping Hall	£4274	£1693	-£2581	Additional work required in FY22/23 following fire safety audit and legionella audit totalling £3759. In FY23/24 roof repairs £850; and structural engineering check on mezzanine floor £357
Chipping Clubroom	£2520	£1771	-£749	Fire safety work £1,030 in FY22/23 following safety audit.
Miscellaneous Payments	£3237	£183	-£3054	Buildings Valuations £2,950 in FY22/23, not repeated in FY23/24

Major expenses continue to be insurance, administration, maintenance, cleaning and utilities.

### Income

Significant variations are as follows:

	31/3/23	31/3/24	Difference	Notes
Town Hall Lettings	£10,860	£8837	-£2023	Major booking held every 2 years, not held in FY23/24
Interest received	£751	£1617	£866	Increase in interest rates
Unrealised Profit on Investments	£0	£9702	£9702	Values up on 2023 figures due to fluctuations in the investments market

### Points to Note

Some of the operating expenses of the Youth Centre building are paid by Wotton-under-Edge Town Council for its use as a Youth Centre.

The donation of £4700 from Wotton-under-Edge Town Council is to compensate the Trust for loss of rent income following:

- (i) closure of the Police Station (£3500);
- (ii) economy measures at Stroud District Council resulting in their decision to only continue to run the Chipping Car Park if it was on an expenses only basis, without any underlying rent costs (£1200).

The Town Council continues to pay £2000 per annum to the Town Trust to rebuild the Permanent Endowment used to fund the refurbishment of the Town Hall, as required by the Charities Commission.

### Summary

Wotton-under-Edge Town Trust continues to meet its remit of providing buildings for the enjoyment of the people of the town. Two of its buildings, namely the Town Hall and the Chipping Hall, both of which are listed, require major maintenance work, which is expected to start in 2025. A contractor has been appointed to manage preparations for the repairs and efforts are ongoing to progress the projects as soon as possible. The costs for this will be met by Wotton-under-Edge Town Council. Other properties are in reasonable order and all continue to be used by a wide cross-section of the public for a variety of recreational purposes.

Signed: ..... Chairman of the Trustees

Dated:

**Wotton-under-Edge Town Trust**

Registered charity number 203466

**Income and Expenditure Account for the Year Ended 31st March 2024**

	<b>31/03/2023</b>	<b>31/03/2024</b>
<b>Income</b>		
Town Hall Lettings	£10,860.15	£8,837.00 <i>Note 1</i>
Chipping Hall Rent	£9,000.00	£9,000.00
Chipping Clubroom Lettings	£2,334.50	£2,044.00 <i>note 2</i>
Other Lettings	£2,356.00	£2,356.00
Interest Received	£751.28	£1,616.77 <i>note 3</i>
Income from Other Investments	£638.63	£638.63
Donation by Wotton Town Council	£6,700.00	£6,700.00
Unrealised Profits on Investment Assets	0	£9,702.07 <i>Note 4</i>
Wayleaves	£304.60	£300.00
Grants/Donations	£0.00	£0.00
Miscellaneous Income	£0.00	£92.00
	<u>£32,945.16</u>	<u>£41,286.47</u>
<b>Expenditure</b>		
Town Council Administration Fee	£8,750.00	£8,750.00
Town Hall Caretaking/Cleaning	£7,759.56	£9,621.28 <i>note 5</i>
Town Hall Maintenance/Misc Expenses	£9,446.92	£5,641.49 <i>note 6</i>
Town Hall Utilities	£4,385.93	£5,357.68 <i>note 7</i>
Town Hall PRS Licence	£58.00	£72.78
Youth Centre	£2,006.76	£1,610.55
Chipping Hall	£4,273.59	£1,692.85 <i>note 8</i>
Chipping Clubroom	£2,519.79	£1,770.77 <i>note 9</i>
Other Property Expenses	£1,343.14	£923.86 <i>note 10</i>
Insurance	£3,432.13	£3,218.56
Grants	£100.00	£100.00
Audit Fees/Bank Charges	£279	£285.00 <i>note 11</i>
Charity Commission	£251.80	£301.80
Miscellaneous Payments	£3,236.50	£183.00 <i>note 12</i>
Unrealised Loss on Investment Assets	£1,156.25	£0.00 <i>note 4</i>
	<u>£48,999.37</u>	<u>£39,529.62</u>
Surplus/Deficit for the year	<b>-£16,054.21</b>	£1,756.85
Cumulative Funds B/Fwd	<u>£168,231.68</u>	<u>£152,177.47</u>
	£152,177.47	£153,934.32
Cumulative Funds C/Fwd	<u><b>£152,177.47</b></u>	<u><b>£153,934.32</b></u>

Signed: Chairman

Responsible Financial Officer

**Wotton-under-Edge Town Trust**

Registered charity number 203466

**Balance Sheet as at 31st March 2024**

	<b>31/03/2023</b>	<b>31/03/2024</b>
<b>Investments</b>		
Investments at Valuation	£83,080.87	£92,782.94
<b>Current Assets</b>		
Unity Trust Current Account	£1,988.07	£2,256.45
Unity Trust Instant Access Account	£65,751.90	£58,368.67
Debtors (VAT recoverable)	£1,563.63	£739.26
	<u>£69,303.60</u>	<u>£61,364.38</u>
<b>Total Assets</b>	<u><b>£152,384.47</b></u>	<u><b>£154,147.32</b></u>
<b>Current Liabilities</b>		
Creditors	£207.00	£213.00
<b>Net Assets</b>	<u><b>£152,177.47</b></u>	<u><b>£153,934.32</b></u>
<b>Represented by:</b>		
Accumulated Fund brought forward	£168,231.68	£152,177.47
Surplus/Deficit for the year	<u>-£16,054.21</u>	<u>£1,756.85</u>
	<u><b>£152,177.47</b></u>	<u><b>£153,934.32</b></u>

Approved by Wotton-under-Edge Town Trust:

Signed: Chairman

Responsible Financial Officer

Date:

**Wotton-under-Edge Town Trust**  
Registered charity number 203466  
**Notes to the Accounts**

**Investments**

The Charities Official Investment Fund (COIF) advised the Town Trust that its investments had the following values at 31st March 2024:

	Units	Value per unit (£)	Total Value at 31/3/2024	Total Value at 31/3/2023
Income Shares	1121.21	20.4326	£22,909.24	£21,007.66
Accumulation Shares	185.58	257.0668	£47,706.46	£42,330.19
Accumulation Shares	82.1778	257.0668	£21,125.18	£18,787.45
C G Peglar Fund	51	20.4326	£1,042.06	£955.57
			<b>£92,782.94</b>	<b>£83,080.87</b>

**Note 1**

Town Hall Lettings	2022/23	2023/24
Lettings Fees	£10,860.15	£8,837.00 <i>Major booking held every 2 years, not held in 23/24</i>

**Note 2**

Chipping Clubroom Lettings	2022/23	2023/24
Lettings Fees	£2,334.50	£2,044.00 <i>Decrease in usage</i>

**Note 3**

Interest	2022/23	2023/24
	£751.28	£1,616.77 <i>Increase in interest rates</i>

**Note 4**

**Unrealised Profit on Investment Assets** Profit of £9702.26 on value of investments compared to 31/3/2023 due to fluctuations in interest rates

**Note 5**

Town Hall Caretaking/Cleaning	2022/23	2023/24
Cleaning Supplies	£221.27	£258.89
Regular Cleaning	£6,458.29	£7,362.39 <i>Increase in wages and full year of pension scheme</i>
Extra contract cleaning	£1,080.00	£2,000.00 <i>To cover staff absence</i>
	<b>£7,759.56</b>	<b>£9,621.28</b>

**Note 6**

Town Hall Maintenance/Misc Expenses	2022/23	2023/24
Lift Maintenance	£861.19	£345.40 <i>22/23 repairs needed</i>
Plumbing Works/ Supplies/Other	£289.23	£2,180.17 <i>23/24 £2008 plumbing/heating maintenance</i>
Boiler Maintenance	£135.00	£140.00
Fire Systems Maintenance	£1,561.39	£358.78 <i>Works following fire safety audit in 2022/23</i>
Fire Curtain Maintenance	£2,721.00	£700.00
Refurb/Repairs to flooring	£2,996.26	£600.00
Electrical Works	£593.10	£0.00
Purchase of new freezer	£181.75	£0.00
Water Heater	£0.00	£924.99
Other Maintenance	£0.00	£392.15
Refunds	£108.00	£0.00
	<b>£9,446.92</b>	<b>£5,641.49</b>

**Note 7****Town Hall Utilities**

	<b>2022/23</b>	<b>2023/24</b>
Electricity	£2,336.93	£1,947.30 <i>22/23 includes delayed 21/22 payments</i>
Gas	£1,035.59	£2,573.37 <i>Account in credit from FY21/22 so fewer payments in FY22/23</i>
Water/Sewerage	£1,013.41	£837.01
	<u>£4,385.93</u>	<u>£5,357.68</u>

**Note 8****Chipping Hall**

	<b>2022/23</b>	<b>2023/24</b>
Fire Safety Services	£2,793.80	£485.85 <i>FY22/23 Works following fire safety audit</i>
Plumbing Works	£964.99	£0.00 <i>FY 22/23 Works following Legionella audit</i>
Electrical testing	£450.00	£0.00
Building Survey	£0.00	£357.00 <i>Structural engineering check on mezzanine</i>
Maintenance Work	£0.00	£850.00 <i>Roof repairs</i>
Door lock	£64.80	£0.00
	<u>£4,273.59</u>	<u>£1,692.85</u>

**Note 9****Chipping Clubroom**

	<b>2022/23</b>	<b>2023/24</b>
Cleaning	£865.68	£867.16
Utilities	£335.05	£475.12
Fire Systems Maintenance	£1,030.48	£72.45 <i>22/23 Works following fire safety audit</i>
Sundries	£138.38	£131.04
Plumbing Works	£150.20	£225.00
	<u>£2,519.79</u>	<u>£1,770.77</u>

**Note 10****Other Properties Expenses**

	<b>2022/23</b>	<b>2023/24</b>
Heritage Centre	£94.68	£0.00 <i>22/23 Fire signs, lock, flue outlet cover</i>
Heritage Centre	£1,248.46	£923.86 <i>Fire safety works</i>
	<u>£1,343.14</u>	<u>£923.86</u>

**Note 11****Audit Fees/Bank Charges****Creditors from Financial Year 2022/23**

Audit Accrual	£207.00	
<b>Deduction from Audit Figure</b>		<b>£207.00</b>

**Creditors from Financial Year 2023/24**

Audit Accrual	£213.00	
<b>Addition to Audit Figure</b>		<b>£213.00</b>

**Note 12****Miscellaneous Payments**

	<b>2022/23</b>	<b>2023/24</b>
Buildings Valuations	£2,950.00	£0.00
Plaque for The Clump	£286.50	£0.00
NCVO Subscription	£0.00	£141.00
Transfer-payment made to Trust instead of Council	£0.00	£42.00
	<u>£3,236.50</u>	<u>£183.00</u>

**Earmarked Funds**

To Benefit the Elderly	£544.00	<i>From Chipping Clubroom Trust Funds</i>
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Your Finance *Dept.biz*

Your Finance *Director*

Andrea Durn  
Clerk to the Council  
Wotton Town Council  
Civic Centre  
2 Gloucester Street  
Wotton-under-Edge  
Gloucestershire GL12 7DN

28<sup>th</sup> May 2024

**Wotton Town Trust Independent Internal Audit 2023/24**

Dear Andrea,

Further to my site visit on 23<sup>rd</sup> May 2024, may I first of all express my thanks to yourself and Yasmin for the organised provision of the necessary records and documents to assist with the audit of the Town Trust for 2022-2023.

My review of the accounts and records revealed consistency with prior year's compliance, and I'm satisfied that they give a true and fair view of the transactions for the financial year and the Town Council is meeting its duties as Trustees in this respect.

My only comments are those of an analytical nature in that the movement from a previous Deficit of £16,054 for 2022-23 to a Surplus for the year of £1,757. In summary, a large part of the £17,811 improvement is down to the movement of Investment Assets valuations of £10,858. The remaining movements are summarised on the following page.

Continued.....



Your Finance Dept.Biz Limited (Reg. No. 07858004)  
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Your Finance *Dept.biz*

Your Finance *Director*

Continued.....

**Summary of significant movements in Income and Expenditure 2023-24**

	<b>£'000's</b>
Reduced Town Hall Lettings	-2.0
Reduced Chipping Clubroom lettings	-0.3
Town Hall Caretaking / Cleaning	-1.9
Town Hall Maintenance	3.8
Town Hall Utilities	-1.0
Chipping Hall	2.6
Chipping Clubroom	0.7
Miscellaneous Payments	3.1
Other net differences	1.9
<b>Increase in Operational Surplus</b>	<b>6.9</b>
Unrealised Investments revaluation	10.9
<b>Increase in Overall Surplus for the year</b>	<b>17.8</b>

Yours sincerely

**S A Tasker FCMA / CGMA**



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**WOTTON-UNDER-EDGE TOWN TRUST**

England & Wales - Charity number 203466

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# Accounts

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**WOTTON-UNDER-EDGE TOWN TRUST**  
Charity Number 203466

**TRUSTEES ANNUAL REPORT FOR THE FINANCIAL YEAR ENDING 31<sup>ST</sup>  
MARCH 2023**

**Trustees**

Wotton-under-Edge Town Council is the Trustee of Wotton-under-Edge Town Trust. The Town Council at 31<sup>st</sup> March 2023 was comprised of the following members:

Mr P Barton  
Mr R Claydon OBE  
(Chairman)  
Dr J Cordwell  
Mrs T Creese

Ms S Hunt  
Mr J Lewis  
  
Mr T Luker  
Mr N Pinnegar

Mr D Thomas  
Mr M Tucker  
  
Mr J Turner  
Ms T Young

**Overview**

The year 2022-2023 has seen a decrease in income of £27, 928 from the previous financial year, plus an increase of £22,275 in expenditure over the same period. The deficit for the year was £16,054 with end of year cumulative funds decreasing to £152,177. **The Town Trust continues to be heavily subsidised by Wotton-under-Edge Town Council for the benefit of the community.**

**Expenditure**

Significant variations are as follows:

	<b>31/3/2022</b>	<b>31/3/2023</b>	<b>Difference</b>	<b>Notes</b>
Town Council Administration Fee	£7,000	£8,750	£1,750	Contribution towards Town Trust administration costs. Last increased in 2017/18.
Town Hall Caretaking/Cleaning	£5034	£7760	£2726	Increased cleaning costs due to staff admittance to pension scheme; and contract cleaning of £1,080 to cover staff absence.
Town Hall Maintenance/Misc. Expenses	£962	£9,447	£8485	Increase due to lift repairs £631; Fire safety works £4,282; Flooring refurbishment £2,996; electrical works £593
Town Hall Utilities	£3,368	£4,386	£1,018	Due to delayed payment from Financial Year 2021/22
Chipping Hall	£0	£4,274	£4274	Fire safety works £2,794; Plumbing works £965; electrical testing £450; door lock £65

Chipping Clubroom	£1,352	£2,520	£1,168	Fire safety work £1,030; plumbing work £150
Other Property Expenses	£668	£1343	£675	Heritage Centre fire safety work £1,248
Insurance	£2,736	£3,432	£696	Buildings survey resulted in valuations increase
Miscellaneous Payments	£2,619	£3,237	£618	Buildings Valuations £2,950

Major expenses continue to be insurance, administration, cleaning and utilities. The increases in fire safety and plumbing works were as a result of fire safety and legionella audits.

## Income

Significant variations are as follows:

	31/3/22	31/3/23	Difference	Notes
Town Hall Lettings	£19,446	£10,860	-£8,586	£12,168 COVID Leisure grants received in 2022, which were standard sums issued to all eligible businesses. The grants ceased after COVID restrictions ended but the difference is partially offset by hire fees following re-opening of building after COVID lockdown.
Chipping Clubroom Lettings	£12,970	£2,335	-£10,635	£12,168 COVID Leisure grants received in 2022, which were standard sums issued to all eligible businesses. The grants ceased after COVID restrictions ended but difference partially offset by hire fees following re-opening of building after COVID lockdown.
Interest received	£1	£751	£750	Increase in interest rates
Unrealised Profit on Investments	£8,449	£0	-£1,156	Values down £1156 on 2022 figures due to fluctuations in the investments market, particularly due to Coronavirus pandemic
Miscellaneous Income	£1,026	£0	-£1,026	Refunds received in 2022, not repeated in 2023

## Points to Note

Some of the operating expenses of the Youth Centre building are paid by Wotton-under-Edge Town Council for its use as a Youth Centre.

The donation of £4700 from Wotton-under-Edge Town Council is to compensate the Trust for loss of rent income following:

- (i) closure of the Police Station (£3500);
- (ii) economy measures at Stroud District Council resulting in their decision to only continue to run the Chipping Car Park if it was on an expenses only basis, without any underlying rent costs (£1200).

The Town Council continues to pay £2000 per annum to the Town Trust to rebuild the Permanent Endowment used to fund the refurbishment of the Town Hall, as required by the Charities Commission.

**Summary**

Wotton-under-Edge Town Trust continues to meet its remit of providing buildings for the enjoyment of the people of the town. All of its buildings, with the exception of the Town Hall front elevation and gables where some repair works have become necessary, are in reasonable order and are well-used by a wide cross-section of the public for a variety of recreational purposes. Two of the buildings are listed and maintenance costs can be high when work is required, therefore subsidy from the Town Council continues to be necessary. Preparations for the repairs to the Town Hall have been delayed due to the unfortunate loss of the project manager. Efforts are ongoing to progress the project as soon as possible. The costs for this will be met by Wotton-under-Edge Town Council.

Signed: ..... Chairman of the Trustees

Dated:

**Wotton-under-Edge Town Trust**

Registered charity number 203466

**Income and Expenditure Account for the Year Ended 31st March 2023**

<b>Income</b>	<b>3/31/2022</b>	<b>3/31/2023</b>
Town Hall Lettings	£19,445.98	£10,860.15 <i>Note 1</i>
Chipping Hall Rent	£9,000.00	£9,000.00
Chipping Clubroom Lettings	£12,970.00	£2,334.50 <i>note 2</i>
Other Lettings	£2,356.00	£2,356.00
Interest Received	£0.62	£751.28 <i>note 3</i>
Income from Other Investments	£626.10	£638.63
Donation by Wotton Town Council	£6,700.00	£6,700.00
Unrealised Profits on Investment Assets	£8,449.34	0 <i>Note 4</i>
Wayleaves	£300.00	£304.60
Grants/Donations	£0.00	£0.00
Miscellaneous Income	£1,025.58	£0.00 <i>note 5</i>
	<u>£60,873.62</u>	<u>£32,945.16</u>
<b>Expenditure</b>		
Town Council Administration Fee	£7,000.00	£8,750.00 <i>note 6</i>
Town Hall Caretaking/Cleaning	£5,034.07	£7,759.56 <i>note 7</i>
Town Hall Maintenance/Misc Expenses	£961.70	£9,446.92 <i>note 8</i>
Town Hall Utilities	£3,367.86	£4,385.93 <i>note 9</i>
Town Hall PRS Licence	£79.86	£58.00
Youth Centre	£2,255.93	£2,006.76
Chipping Hall	£0.00	£4,273.59 <i>note 10</i>
Chipping Clubroom	£1,352.00	£2,519.79 <i>note 11</i>
Other Property Expenses	£668.48	£1,343.14 <i>note 12</i>
Insurance	£2,735.50	£3,432.13 <i>note 13</i>
Grants	£100.00	£100.00
Audit Fees/Bank Charges	£298.00	£279 <i>note 14</i>
Charity Commission	£251.80	£251.80
Miscellaneous Payments	£2,619.00	£3,236.50 <i>note 15</i>
Unrealised Loss on Investment Assets	£0.00	£1,156.25 <i>note 4</i>
	<u>£26,724.20</u>	<u>£48,999.37</u>
Surplus/Deficit for the year	£34,149.42	-£16,054.21
Cumulative Funds B/Fwd	£134,082.26	£168,231.68
	<u>£168,231.68</u>	<u>£152,177.47</u>
Cumulative Funds C/Fwd	<b><u>£168,231.68</u></b>	<b><u>###</u></b>

Signed: Chairman

Responsible Financial Officer

**Wotton-under-Edge Town Trust**

Registered charity number 203466

**Balance Sheet as at 31st March 2023**

	<b>3/31/2022</b>	<b>3/31/2023</b>
<b>Investments</b>		
Investments at Valuation	£84,237.12	£83,080.87
<b>Current Assets</b>		
Unity Trust Current Account	£8,344.58	£1,988.07
Unity Trust Instant Access Account	£75,000.62	£65,751.90
Debtors (VAT recoverable)	£856.36	£1,563.63
	<u>£84,201.56</u>	<u>£69,303.60</u>
<b>Total Assets</b>	<b><u>£168,438.68</u></b>	<b><u>###</u></b>
<b>Current Liabilities</b>		
Creditors	£207.00	£207.00
<b>Net Assets</b>	<b><u>£168,231.68</u></b>	<b><u>###</u></b>
<b>Represented by:</b>		
Accumulated Fund brought forward	£134,082.26	£168,231.68
Surplus/Deficit for the year	£34,149.42	-£16,054.21
	<u>£168,231.68</u>	<u>###</u>

Approved by Wotton-under-Edge Town Trust:

Signed: Chairman

Responsible Financial Officer

Date:

**Wotton-under-Edge Town Trust**

Registered charity number 203466

**Notes to the Accounts****Investments**

The Charities Official Investment Fund (COIF) advised the Town Trust that its investments had the following values at 31st March 2023:

	Units	Value per unit (£)	Total Value at 31/3/2023	Total Value at 31/3/2022
Income Shares	1121.21	18.7366	£21,007.66	£21,833.88
Accumulation Shares	184.71	229.1711	£42,330.19	£42,507.03
Accumulation Shares	81.98	229.1711	£18,787.45	£18,903.06
C G Peglar Fund	51	18.7366	£955.57	£993.15
			###	£84,237.12

**Note 1****Town Hall Lettings**

	2021/22	2022/23
COVID Grants Received	£12,168.00	£0
Lettings Fees	£7,277.98	£10,860.15 <i>Usage now increasing following COVID lockdowns</i>
	<u>£19,445.98</u>	<u>£10,860.15</u>

**Note 2****Chipping Clubroom Lettings**

	2021/22	2022/23
COVID grants received	£12,168.00	£0
Lettings Fees	£802.00	£2,334.50 <i>Usage now increasing following COVID lockdowns</i>
	<u>£12,970.00</u>	<u>£2,334.50</u>

**Note 3****Interest**

	2021/22	2022/23
	£0.62	£751.28 <i>Increase in interest rates</i>

**Note 4****Unrealised Loss on Investment Assets**

Loss of £1156.25 on value of investments compared to 31/3/2022 due to fluctuations in interest rates

**Note 5****Miscellaneous Income**

	2021/22	2022/23
Ecotricity Refund	£25.58 <i>Town Hall</i>	£0
Banking	£1,000.00 <i>Bank error reimb</i>	£0
	<u>£1,025.58</u>	<u>£0</u>

**Note 6****Town Council Administration Fee**

Increase agreed by Town Trust

**Note 7****Town Hall Caretaking/Cleaning**

	2021/22	2022/23
Cleaning Supplies	£177.63	£221.27
Regular Cleaning	£4,856.44	£6,458.29 <i>22/23 TUPE staff backdated admittance to pension scheme</i>
Extra contract cleaning	£0.00	£1,080.00 <i>To cover staff absence</i>
	<u>£5,034.07</u>	<u>£7,759.56</u>

**Note 8**

<b>Town Hall Maintenance/Misc Expenses</b>	<b>2021/22</b>	<b>2022/23</b>
Lift Maintenance	£214.60	£861.19 <i>22/23 repairs needed</i>
Plumbing Supplies/Other	£165.80	£289.23
Boiler Maintenance	£125.00	£135.00
Fire Systems Maintenance	£166.30	£1,561.39 <i>Works following fire safety audit</i>
Fire Curtain Maintenance	£190.00	£2,721.00
Refurb/Repairs to flooring	£0.00	£2,996.26
Electrical Works	£0.00	£593.10
Purchase of new freezer	£0.00	£181.75
Refunds	£100.00	£108.00
	<u>£961.70</u>	<u>£9,446.92</u>

**Note 9**

<b>Town Hall Utilities</b>	<b>2021/22</b>	<b>2022/23</b>
Electricity	£1,119.71	£2,336.93 <i>22/23 includes delayed 21/22 payments</i>
Gas	£1,854.12	£1,035.59
Water/Sewerage	£394.03	£1,013.41 <i>Increase in usage following COVID restrictions</i>
	<u>£3,367.86</u>	<u>£4,385.93</u>

**Note 10**

<b>Chipping Hall</b>	<b>2021/22</b>	<b>2022/23</b>
Fire Safety Services	£0.00	£2,793.80 <i>Works following fire safety audit</i>
Plumbing Works	£0.00	£964.99 <i>Works following Legionella audit</i>
Electrical testing	£0.00	£450.00
Door lock	£0.00	£64.80
	<u>£0.00</u>	<u>£4,273.59</u>

**Note 11**

<b>Chipping Clubroom</b>	<b>2021/22</b>	<b>2022/23</b>
Cleaning	£858.56	£865.68
Utilities	£420.20	£335.05
Fire Systems Maintenance	£20.00	£1,030.48 <i>Works following fire safety audit</i>
Sundries	£53.24	£138.38
Plumbing Works	£0.00	£150.20 <i>Works following Legionella audit</i>
	<u>£1,352.00</u>	<u>£2,519.79</u>

**Note 12**

<b>Other Properties Expenses</b>	<b>2021/22</b>	<b>2022/23</b>
Heritage Centre	£0.00	£94.68 <i>Fire signs, lock, flue outlet cover</i>
Heritage Centre	£668.48	£1,248.46 <i>Fire safety works</i>
	<u>£668.48</u>	<u>£1,343.14</u>

**Note 13**

**Insurance** Sums insured increased following building valuations

**Note 14****Audit Fees/Bank Charges****Creditors from Financial Year 2021/22**

Audit Accrual	£207.00	
<b>Deduction from Audit Figure</b>		<b>£207.00</b>

**Creditors from Financial Year 2022/23**

Audit Accrual	£207.00	
<b>Addition to Audit Figure</b>		<b>£207.00</b>

**Note 15****Miscellaneous Payments**

	<b>2021/22</b>	<b>2022/23</b>
Buildings Valuations	£0.00	£2,950.00
Plaque for The Clump	£0.00	£286.50
Health & Safety Contract	£1,619.00	£0.00
Deposit to open Unity Trust accounts	£1,000.00 <i>Refunded</i>	£0.00
	<u>£2,619.00</u>	<u>£3,236.50</u>

**Earmarked Funds**

To Benefit the Elderly

£544.00 *From Chipping Clubroom Trust Funds*

Andrea Durn  
Clerk to the Council  
Wotton Town Council  
Civic Centre  
2 Gloucester Street  
Wotton-under-Edge  
Gloucestershire GL12 7DN

1<sup>st</sup> June 2023

**Wotton Town Trust Independent Internal Audit 2022/23**

Dear Andrea,

Further to my site visit on 30<sup>th</sup> May 2023, may I first of all express my thanks to yourself and Yasmin for the organised provision of the necessary records and documents to assist with the audit of the Town Trust for 2022-2023.

My review of the accounts and records revealed consistency with prior year's compliance, and I'm satisfied that they give a true and fair view of the transactions for the financial year and the Town Council is meeting its duties as Trustees in this respect.

My only comments are those of an analytical nature in that the movement from a previous Surplus to a Deficit for the year compared to 2021-2022 can be summarised on the following page, accompanying notes for which are below:

- (1) – Covid Grants amounting to £24,336 included in 2021-22
- (2) - Additional costs incurred arising from Fire Safety and Legionella Audits

Continued.....

Continued.....

**Summary of significant movements in Income and Expenditure 2022-23**

	£'000's
Reduced Town Hall Lettings (1)	8.6
Reduced Chipping Clubroom lettings (1)	10.6
Town Council Admin Fee	1.8
Town Hall Caretaking / Cleaning	2.7
Town Hall Maintenance (2)	8.5
Town Hall Utilities	1.0
Chipping Hall (2)	4.3
Chipping Clubroom (2)	1.2
Other net differences	1.9
<b>Reduction of Operational Surplus</b>	<b>40.6</b>
Unrealised Investments revaluation	9.6
<b>Reduction of Surplus for the year</b>	<b>50.2</b>

Yours sincerely

**S A Tasker FCMA / CGMA**

**WOTTON-UNDER-EDGE TOWN TRUST**

England & Wales - Charity number 203466

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# Accounts

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**WOTTON-UNDER-EDGE TOWN TRUST**  
Charity Number 203466

**TRUSTEES ANNUAL REPORT FOR THE FINANCIAL YEAR ENDING 31<sup>ST</sup> MARCH 2022**

**Trustees**

Wotton-under-Edge Town Council is the Trustee of Wotton-under-Edge Town Trust. The Town Council at 31<sup>st</sup> March 2022 was comprised of the following members:

Mr R Claydon OBE (Chairman)	Mr J Lewis	Mr D Thomas
Mr P Barton	Mr T Luker	Mr M Tucker
Dr J Cordwell	Mr N Pinnegar	Mr J Turner
Mrs T Creese	Mrs L Taylor	

**Overview**

The year 2021-2022 has seen a decrease in income of £16,606 from the previous financial year, plus a decrease of £5081 in expenditure over the same period. The surplus for the year was £34,149 with end of year cumulative funds increasing to £168,232. **The Town Trust continues to be heavily subsidised by Wotton-under-Edge Town Council for the benefit of the community.**

**Expenditure**

Significant variations are as follows:

	31/3/2021	31/3/2022	Difference	Notes
Town Hall Caretaking/Cleaning	£2233	£5034	£2801	Increased cleaning costs due to re-opening of building following COVID lockdowns
Town Hall Maintenance/Misc. Expenses	£6593	£962	-£5631	Decrease due to the following in FY2021: Town Hall condition survey scan - £4378; loft insulation - £650; fire systems maintenance - £698
Youth Centre	£3901	£2256	-£1645	Decrease due to incorrect large electricity bill in FY2021 – refund of £1899 subsequently received for this
Chipping Clubroom	£2251	£1352	-£899	Insulation £1358 installed in FY2021, partially offset by resumption of cleaning costs in 2022 after building re-opened following COVID lockdown

Major expenses continue to be insurance, administration, cleaning and utilities.

**Income**

Significant variations are as follows:

	31/3/21	31/3/22	Difference	Notes
Town Hall Lettings	£21618	£19446	-£2172	Affected by COVID –£19669 Leisure grants received in 2021, which were standard sums issued to all eligible businesses. These were reduced to £12168 in 2022 but difference partially offset by hire fees following re-opening of building after COVID lockdown.
Chipping Hall Rent	£4500	£9000	£4500	Rent partially waived in 2021 due to COVID lockdown
Chipping Clubroom Lettings	£19927	£12970	-£6957	Affected by COVID – £19669 Leisure grants received in 2021, which were standard sums issued to all eligible businesses. These were reduced to £12168 in 2022 but difference partially offset by hire fees following re-opening of building after COVID lockdown.
Unrealised Profit on Investments	£14550	£8449	-£6101	Affected by fluctuations in the investments market, particularly due to Coronavirus pandemic
Grants/Donations	£5000	£0	-£5000	Grant towards survey & scaffolding for Town Hall repairs received in 2021
Miscellaneous Income	£1899	£1026	-£873	£1898 refund received in 2021 for Youth Centre electricity

#### Points to Note

Some of the operating expenses of the Youth Centre building are paid by Wotton-under-Edge Town Council for its use as a Youth Centre.

The donation of £4700 from Wotton-under-Edge Town Council is to compensate the Trust for loss of rent income following:

- (i) closure of the Police Station (£3500);
- (ii) economy measures at Stroud District Council resulting in their decision to only continue to run the Chipping Car Park if it was on an expenses only basis, without any underlying rent costs (£1200).

The Town Council continues to pay £2000 per annum to the Town Trust to rebuild the Permanent Endowment used to fund the refurbishment of the Town Hall, as required by the Charities Commission.

#### Summary

Wotton-under-Edge Town Trust continues to meet its remit of providing buildings for the enjoyment of the people of the town. All of its buildings, with the exception of the Town Hall front elevation and gables where some repair works have become necessary, are in reasonable order and are well-used by a wide cross-section of the public for a variety of recreational purposes. Two of the buildings are listed and maintenance costs can be high when work is required, therefore subsidy from the Town Council continues to be necessary. Preparations for the repairs to the Town Hall have been delayed due to the unfortunate loss of the project manager. Efforts are ongoing to progress the project as soon as possible. The costs for this will be met by Wotton-under-Edge Town Council.

Signed: ..... Chairman of the Trustees Dated:

**Wotton-under-Edge Town Trust**

Registered charity number 203466

**Income and Expenditure Account for the Year Ended 31st March 2022**

<b>Income</b>	<b>03/31/2021</b>	<b>03/31/2022</b>
Town Hall Lettings	£21,618.21	£19,445.98
Chipping Hall Rent	£4,500.00	£9,000.00 <i>note 1</i>
Chipping Clubroom Lettings	£19,927.21	£12,970.00 <i>note 2</i>
Other Lettings	£2,356.00	£2,356.00
Interest Received	£11.93	£0.62
Income from Other Investments	£613.78	£626.10
Donation by Wotton Town Council	£6,700.00	£6,700.00
Unrealised Profits on Investment Assets	£14,549.52	£8,449.34
Wayleaves	£304.60	£300.00
Grants/Donations	£5,000.00	£0.00 <i>note 3</i>
Miscellaneous Income	£1,898.78	£1,025.58 <i>note 4</i>
	<u>£77,480.03</u>	<u>£60,873.62</u>
<b>Expenditure</b>		
Town Council Administration Fee	£7,000.00	£7,000.00
Town Hall Caretaking/Cleaning	£2,232.77	£5,034.07 <i>note 5</i>
Town Hall Maintenance/Misc Expenses	£6,593.30	£961.70 <i>note 6</i>
Town Hall Utilities	£3,184.01	£3,367.86
Town Hall PRS Licence	£88.77	£79.86
Youth Centre	£3,900.86	£2,255.93 <i>note 7</i>
Chipping Hall	£0.00	£0.00
Chipping Clubroom	£2,250.89	£1,352.00 <i>note 8</i>
Other Property Expenses	£323.30	£668.48
Insurance	£2,667.04	£2,735.50
Grants	£100.00	£100.00
Audit Fees/Bank Charges	£261.89	£298.00 <i>note 9</i>
Charity Commission	£251.80	£251.80
Miscellaneous Payments	£2,950.00	£2,619.00
	<u>£31,804.63</u>	<u>£26,724.20</u>
Surplus/Deficit for the year	£45,675.40	£34,149.42
Cumulative Funds B/Fwd	£88,406.86	£134,082.26
	£134,082.26	£168,231.68
Cumulative Funds C/Fwd	<u>£134,082.26</u>	<u>£168,231.68</u>

Signed: Chairman

Responsible Financial Officer

**Wotton-under-Edge Town Trust***Registered charity number 203466***Balance Sheet as at 31st March 2022**

	<b>03/31/2021</b>	<b>03/31/2022</b>
<b>Investments</b>		
Investments at Valuation	£75,787.78	£84,237.12
<b>Current Assets</b>		
Active Savers Account	£19,544.28	£0.00
Current Account	£37,806.53	£0.00
Unity Trust Current Account	£0.00	£8,344.58
Unity Trust Instant Access Account	£0.00	£75,000.62
Debtors (VAT recoverable)	£1,143.67	£856.36
	<u>£58,494.48</u>	<u>£84,201.56</u>
<b>Total Assets</b>	<b><u>£134,282.26</u></b>	<b><u>£168,438.68</u></b>
<b>Current Liabilities</b>		
Creditors	£200.00	£207.00
<b>Net Assets</b>	<b><u>£134,082.26</u></b>	<b><u>£168,231.68</u></b>
<b>Represented by:</b>		
Accumulated Fund brought forward	£88,406.86	£134,082.26
Surplus/Deficit for the year	£45,675.40	£34,149.42
	<u>£134,082.26</u>	<u>£168,231.68</u>

Approved by Wotton-under-Edge Town Trust:

Signed: Chairman

Responsible Financial Officer

Date:

**Wotton-under-Edge Town Trust**

Registered charity number 203466

**Notes to the Accounts****Investments**

The Charities Official Investment Fund (COIF) advised the Town Trust that its investments had the following values at 31st March 2022:

	Units	Value per unit (£)	Total Value at 31/3/2022	Value at 31/3/2021
Income Shares	1121.21	19.4735	£21,833.88	£20,099.26
Accumulation Shares	183.83	231.2301	£42,507.03	£37,884.00
Accumulation Shares	81.75	231.2301	£18,903.06	£16,890.27
C G Peglar Fund	51	19.4735	£993.15	£914.25
			<b>£84,237.12</b>	<b>£75,787.78</b>

**Note 1****Chipping Hall Rent**

Rent waived during COVID lockdown in 2020/2021

**Note 2****Chipping Clubroom Lettings**

COVID grants received

Lettings Fees

**2020/21**

£19,669.21

£258.00£19,927.21**2021/22**

£12,168.00

£802.00£12,970.00*Usage now increasing following COVID lockdowns***Note 3****Grants Received**

Grant received from Gloucestershire County Council towards Town Hall scaffolding/survey in FY2020/21

**Note 4****Miscellaneous Income**

Ecotricity Refund

**Banking****2020/21**£1,898.44 *Youth Centre*£0.34 *Loyalty reward*£1,898.78**2021/22**£25.58 *Town Hall*£1,000.00 *Bank error reimbursed*£1,025.58**Note 5****Town Hall Caretaking/Cleaning**

Increased as cleaning resumed after COVID lockdowns

**Note 6**

<b>Town Hall Maintenance/Misc Expenses</b>	<b>2020/21</b>	<b>2021/22</b>
Lift Maintenance	£204.19	£214.60
Plumbing supplies/other	£222.68	£165.80
Boiler maintenance	£130.00	£125.00
Fire systems maintenance	£698.43	£166.30
Fire Curtain maintenance	£0	£190.00
Kitchen Refurbishment	£200.00	£0.00
Surveys/Scans	£4,378.00	£0.00
Loft Insulation	£650.00	£0.00
Refunds	£110.00	£100.00
	<u>£6,593.30</u>	<u>961.70</u>

**Note 7**

<b>Youth Centre</b>	<b>2020/21</b>	<b>2021/22</b>
Cleaning	£938.00	£930.72
Utilities	£2,062.87	£380.54 <i>2020/21 refund of £1898.44 received</i>
Fire systems/gas safety	£391.72	£425.25
Sundries	£81.27	£103.76
Loft insulation	£427.00	£0.00
Music Licence	£0.00	£415.66 <i>2 years</i>
	<u>£3,900.86</u>	<u>£2,255.93</u>

**Note 8**

<b>Chipping Clubroom</b>	<b>2020/21</b>	<b>2021/22</b>
Cleaning	£362.85	£858.56 <i>Cleaning resumed after lockdown</i>
Utilities	£431.31	£420.20
Fire Systems Maintenance	£27.80	£20.00
Sundries	£71.26	£53.24
Insulation	£1,357.67	£0.00
	<u>£2,250.89</u>	<u>£1,352.00</u>

**Note 9****Audit Fees/Bank Charges****Creditors from Financial Year 2020/21**

Audit Accrual	£200.00	
<b><i>Deduction from Audit Figure</i></b>		<b><i>£200.00</i></b>

**Creditors from Financial Year 2021/22**

Audit Accrual	£207.00	
<b><i>Addition to Audit Figure</i></b>		<b><i>£207.00</i></b>

**Earmarked Funds**

To Benefit the Elderly £544.00 *From Chipping Clubroom Trust Funds*

Your Finance *Dept.biz*

Your Finance *Director*

Andrea Durn  
Clerk to the Council  
Wotton Town Council  
Civic Centre  
2 Gloucester Street  
Wotton-under-Edge  
Gloucestershire GL12 7DN

30<sup>th</sup> May 2022

**Wotton Town Trust Independent Internal Audit 2021/2022**

Dear Andrea,

Further to my site visit on 24<sup>th</sup> May 2022, may I first of all express my thanks to yourself and Yasmin for the organised provision of the necessary records and documents to assist with the audit of the Town Trust for 2021-2022.

My review of the accounts and records revealed consistency with prior year's compliance, and I'm satisfied that they give a true and fair view of the transactions for the financial year and the Town Council is meeting its duties as Trustees in this respect.

My only comments are those of an analytical nature in that the reduction in the Surplus for the year compared to 2020-2021 can be summarised as follows:

	<b>£'000's</b>
Chipping Hall Rent	+4.5
Chipping Clubroom lettings	-7.0
GCC Grant towards surveys / scans	-5.0
Surveys / Scans	+4.4
Other net differences	-2.3
<b>Reduction of Operational Surplus</b>	<b>-5.4</b>
Unrealised Investments revaluation	-6.1
<b>Reduction of Surplus for the year</b>	<b>-11.5</b>

Yours sincerely



**S A Tasker FCMA / CGMA**



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**WOTTON-UNDER-EDGE TOWN TRUST**

England & Wales - Charity number 203466

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# Accounts

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**WOTTON-UNDER-EDGE TOWN TRUST**  
Charity Number 203466

**TRUSTEES ANNUAL REPORT FOR THE FINANCIAL YEAR ENDING 31<sup>ST</sup>  
MARCH 2021**

**Trustees**

Wotton-under-Edge Town Council is the Trustee of Wotton-under-Edge Town Trust. The Town Council at 31<sup>st</sup> March 2021 was comprised of the following members:

Mr R Claydon OBE (Chairman)	Mr R Hale	Mr D Thomas
Mr P Barton	Mr T Luker	Mr M Tucker
Dr J Cordwell	Mr N Pinnegar	Mr J Turner

**Overview**

The year 2020-2021 has seen a dramatic increase in income of £48,787 from the previous financial year, plus an increase of £4302 in expenditure over the same period. The surplus for the year was £45,675 with end of year cumulative funds increasing to £134,082. **The Town Trust continues to be heavily subsidised by Wotton-under-Edge Town Council for the benefit of the community.**

**Expenditure**

Significant variations are as follows:

	<b>31/3/2020</b>	<b>31/3/2021</b>	<b>Difference</b>	<b>Notes</b>
Town Hall Caretaking/Cleaning	£4932	£2233	-£2699	Reduced cleaning costs due to building being closed during COVID lockdowns
Town Hall Maintenance/Misc. Expenses	£2016	£6593	£4577	Increase due to Town Hall condition survey scan in FY2021 at a cost of £4378
Town Hall Utilities	£4466	£3184	-£1282	Largely due to timing of bills received in FY2020
Youth Centre	£2542	£3901	£1359	Increase due to incorrect large electricity bill - refund of £1899 subsequently received for this
Chipping Clubroom	£1728	£2251	£523	Insulation installed
Insurance	£3165	£2667	-£498	New contract at lower cost
Miscellaneous Payments	£270	£2950	£2680	Transfer in FY2021 of balance of grant monies of £2950 received for Town Hall repair works to Wotton-under-Edge Town Council, who are to fund the work

Major expenses continue to be insurance, administration, cleaning and utilities.

## Income

Significant variations are as follows:

	<b>31/3/ 20</b>	<b>31/3/ 21</b>	<b>Difference</b>	<b>Notes</b>
Town Hall Lettings	£7986	£21618	£13632	Affected by COVID - reduction in hire fees to £1949; but compensated by Leisure grants received of £19669, which were standard sums issued to all eligible businesses
Chipping Hall Rent	£8000	£4500	<b>-£3500</b>	Rent partially waived due to COVID lockdown
Chipping Clubroom Lettings	£2999	£19927	£16928	Affected by COVID - reduction in hire fees to £258; but compensated by Leisure grants received of £19669, which were standard sums issued to all eligible businesses
Unrealised Profit on Investments	£0	£14550	£14550	Affected by fluctuations in the investments market, particularly due to Coronavirus pandemic
Grants/Donations	£0	£5000	£5000	Grant towards survey & scaffolding for Town Hall repairs. Balance of £2950 transferred to Wotton-under-Edge Town Council, who are to fund the scaffolding
Miscellaneous Income	£69	£1899	£1830	£1898 refund received for Youth Centre electricity

## Points to Note

Some of the operating expenses of the Youth Centre building are paid by Wotton-under-Edge Town Council for its use as a Youth Centre.

The donation of £4700 from Wotton-under-Edge Town Council is to compensate the Trust for loss of rent income following:

- (i) closure of the Police Station (£3500);
- (ii) economy measures at Stroud District Council resulting in their decision to only continue to run the Chipping Car Park if it was on an expenses only basis, without any underlying rent costs (£1200).

The Town Council continues to pay £2000 per annum to the Town Trust to rebuild the Permanent Endowment used to fund the refurbishment of the Town Hall, as required by the Charities Commission.

## Summary

Wotton-under-Edge Town Trust continues to meet its remit of providing buildings for the enjoyment of the people of the town. All of its buildings, with the exception of the Town Hall front elevation and gables where some repair works have become necessary, are in good order and are well-used by a wide cross-section of the public for a variety of recreational purposes. Two of the buildings are listed and maintenance costs can be high when work is required, therefore

subsidy from the Town Council continues to be necessary. Preparations for the repairs to the Town Hall are ongoing and it is anticipated that the work will start in the near future. The costs for this will be met by Wotton-under-Edge Town Council.

Signed: ..... Chairman of the Trustees

Dated:

**Wotton-under-Edge Town Trust**

Registered charity number 203466

**Income and Expenditure Account for the Year Ended 31st March 2021**

<b>Income</b>	<b>03/31/2021</b>	<b>03/31/2020</b>
Town Hall Lettings	£21,618.21 <i>note 1</i>	£7,985.50
Chipping Hall Rent	£4,500.00 <i>note 2</i>	£8,000.00
Chipping Clubroom Lettings	£19,927.21 <i>note 3</i>	£2,998.50
Other Lettings	£2,356.00	£2,000.00
Interest Received	£11.93	£38.29
Income from Other Investments	£613.78	£601.70
Donation by Wotton Town Council	£6,700.00	£6,700.00
Unrealised Profits on Investment Assets	£14,549.52	£0.00
Wayleaves	£304.60	£300.00
Grants/Donations	£5,000.00 <i>note 4</i>	£0.00
Miscellaneous Income	£1,898.78 <i>note 5</i>	£69.40
	<u>£77,480.03</u>	<u>£28,693.39</u>
<b>Expenditure</b>		
Town Council Administration Fee	£7,000.00	£7,000.00
Town Hall Caretaking/Cleaning	£2,232.77 <i>note 6</i>	£4,932.24
Town Hall Maintenance/Misc Expenses	£6,593.30 <i>note 7</i>	£2,015.84
Town Hall Utilities	£3,184.01 <i>note 8</i>	£4,466.36
Town Hall PRS Licence	£88.77	£175.81
Youth Centre	£3,900.86 <i>note 9</i>	£2,542.39
Chipping Hall	£0.00	£0.00
Chipping Clubroom	£2,250.89 <i>note 10</i>	£1,727.66
Other Property Expenses	£323.30	£211.15
Insurance	£2,667.04	£3,164.56
Grants	£100.00	£100.00
Audit Fees/Bank Charges	£261.89 <i>note 11</i>	£298.64
Charity Commission	£251.80	£251.80
Miscellaneous Payments	£2,950.00 <i>note 12</i>	£270.00
Unrealised loss on investments	£0.00	£345.95
	<u>£31,804.63</u>	<u>£27,502.40</u>
Surplus/Deficit for the year	£45,675.40	£1,190.99
Cumulative Funds B/Fwd	£88,406.86	£87,215.87
	<u>£134,082.26</u>	<u>£88,406.86</u>
Cumulative Funds C/Fwd	<b><u>£134,082.26</u></b>	<b><u>£88,406.86</u></b>

Signed: Chairman

Responsible Financial Officer

**Wotton-under-Edge Town Trust**

Registered charity number 203466

**Balance Sheet as at 31st March 2021**

	<b>03/31/2021</b>	<b>03/31/2020</b>
<b>Investments</b>		
Investments at Valuation	£75,787.78	£61,238.26
<b>Current Assets</b>		
Active Savers Account	£19,544.28	£18,918.57
Current Account	£37,806.53	£7,854.14
Debtors (VAT recoverable)	£1,143.67	£595.89
	<u>£58,494.48</u>	<u>£27,368.60</u>
<b>Total Assets</b>	<b><u>£134,282.26</u></b>	<b><u>£88,606.86</u></b>
<b>Current Liabilities</b>		
Creditors	£200.00	£200.00
<b>Net Assets</b>	<b><u>£134,082.26</u></b>	<b><u>£88,406.86</u></b>
<b>Represented by:</b>		
Accumulated Fund brought forward	£88,406.86	£87,215.87
Surplus/Deficit for the year	£45,675.40	£1,190.99
	<u>£134,082.26</u>	<u>£88,406.86</u>

Approved by Wotton-under-Edge Town Trust:

Signed: Chairman

Responsible Financial Officer

Date:

## Wotton-under-Edge Town Trust

Registered charity number 203466

### Notes to the Accounts

#### Investments

The Charities Official Investment Fund (COIF) advised the Town Trust that its investments had the following values at 31st March 2021:

	Units	Value per unit (£)	Total Value at 31/3/2021	Value at 31/3/2020
Income Shares	1121.21	17.9264	£20,099.26	£16,657.14
Accumulation Shares	182.89	207.1409	£37,884.00	£30,277.53
Accumulation Shares	81.54	207.1409	£16,890.27	13545.91
C G Peglar Fund	51	17.9264	£914.25	757.68
			<b>### £61,238.26</b>	

#### Note 1

##### Town Hall Lettings

Increased due to COVID grants

	£19,669.21 COVID grants received
Lettings Fees	£1,949.00 Reduced due to COVID lockdown
	<u>£21,618.21</u>

#### Note 2

##### Chipping Hall Rent

Decreased due to waiving rent during COVID lockdown

#### Note 3

##### Chipping Clubroom Lettings

Increased due to COVID grants

	£19,669.21 COVID grants received
Lettings Fees	£258.00 Reduced due to COVID lockdown
	<u>£19,927.21</u>

#### Note 4

##### Grants Received

Grant received from Gloucestershire County Council towards Town Hall scaffolding/survey

#### Note 5

##### Miscellaneous Income

Ecotricity Refund	£1,898.44 Youth Centre
Bank Loyalty Reward	£0.34
	<u>£1,898.78</u>

#### Note 6

##### Town Hall Caretaking/Cleaning

Reduced as cleaning stopped during COVID lockdowns

#### Note 7

##### Town Hall Maintenance/Misc Expenses

	2020/21	2019/20
Lift Maintenance	£204.19	£83.35 Difference due to payments timing
Plumbing supplies/other	£222.68	£122.94
Boiler maintenance	£130.00	£255.00
Fire systems maintenance	£698.43	487.48
Water Heater Repairs	£0	£125.00
Electrical Testing	£0	£420.50
Kitchen Refurbishment	£200.00	£521.57
Surveys/Scans	£4,378.00	£0.00
Loft Insulation	£650.00	£0.00

Refunds	£110.00	£0.00
	<u>£6,593.30</u>	<u>2015.84</u>

**Note 8**

**Town Hall Utilities**

	<b>2020/21</b>	<b>2019/20</b>
Electricity/Gas	£2,665.77	£3,928.88
Water/Sewage	£518.24	537.48
	<u>£3,184.01</u>	<u>£4,466.36</u>

2019/20 electricity/gas includes late bills relating to last quarter of 2018/19

**Note 9**

**Youth Centre**

	<b>2020/21</b>	<b>2019/20</b>
Cleaning	£938.00	£1,412.00
Utilities	£2,062.87	£260.63
Fire systems/gas safety	£391.72	£356.67
Sundries	£81.27	£386.45
Loft insulation	£427.00	£0.00
Electrical Testing	£0.00	£126.64
	<u>£3,900.86</u>	<u>£2,542.39</u>

*2020/21 refund of £1898.44 received*

**Note 10**

**Chipping Clubroom**

	<b>2020/21</b>	<b>2019/20</b>
Cleaning	£362.85	£1,017.00
Utilities	£431.31	£486.36
Fire Systems Maintenance	£27.80	£109.37
Sundries	£71.26	£114.93
Insulation	£1,357.67	£0.00
	<u>£2,250.89</u>	<u>£1,727.66</u>

**Note 11**

**Audit Fees/Bank Charges**

**Creditors from Financial Year 2019/20**

Audit Accrual	£200.00	
<b>Deduction from Audit Figure</b>		<b>£200.00</b>

**Creditors from Financial Year 2020/21**

Audit Accrual	£200.00	
<b>Addition to Audit Figure</b>		<b>£200.00</b>

**Note 12**

**Miscellaneous Payments**

Transfer to Town Council of £2950 being the grant paid to the Trust for survey and scaffolding works on the Town Hall. Survey paid for by Town Trust with this grant funding. Project now taken over by the Town Council so balance of the remaining grant transferred.

Your Finance *Dept.biz*

Your Finance *Director*

Andrea Durn  
Clerk to the Council  
Wotton Town Council  
Civic Centre  
2 Gloucester Street  
Wotton-under-Edge  
Gloucestershire GL12 7DN

3rd June 2020

### Independent Internal Audits 2020/2021

Dear Andrea,

Further to my site visit on 27<sup>th</sup> May 2021, may I first of all express my thanks to yourself and Yasmin for the organised provision of the necessary records and documents to assist with the audits.

My findings are as follows.

#### Wotton Town Council

A review of the accounts and records provided, revealed continued compliance with the requirements of the Accounts and Audit Regulations 2015 and that they give a true and fair view of the transactions for the year with no amendments required following satisfactory responses to the small number of queries raised.

The Councillors are no doubt already aware but a summary of the year in review reveals income down by almost £13,000 due almost entirely to reduced Civic Centre Lettings by a similar amount because of the pandemic restrictions. I was advised that sadly, the Business Interruption section of the insurance policy did not cover this.

Expenditure was down by just over £13,000, in this case entirely due to the reduction in Reserve Expenditure of almost £16,000 offset by numerous smaller increases and decreases amongst the other headings.

I did comment on whether the £2,000 paid to WAMA should be classified as Grants paid rather than Contingency.



Your Finance Dept.Biz Limited (Reg. No. 07858004)  
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Twitter: @yourfinancedept

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Your Finance *Dept.biz*

Your Finance *Director*

Continued.....

Continued.....

**Wotton Town Trust**

My review of the accounts and records revealed consistency with prior year's compliance, and I'm satisfied that they give a true and fair view of the transactions for the financial year and the Town Council is meeting its duties as Trustees in this respect.

My only comments are those of an analytical nature in that the Surplus for the year can be summarised as follows:

	£'000's
Grant Income	39
Town Hall Lettings	-6
Youth Centre Utilities	-2
Surveys / Scans	-4
Other net differences	4
<b>Operational Surplus</b>	<b>31</b>
Unrealised Investments revaluation	15
<b>Surplus for the year</b>	<b>46</b>

Thankfully, the Trust was able to benefit from the various grants available arising from the pandemic.

For the Town Council, I completed and signed the Internal Auditors section of the annual return but if there is anything further you require from me to complete the formalities please let me know.

Yours sincerely



**S A Tasker FCMA / CGMA**



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