

# **TROWBRIDGE GUILD OF COMMUNITY SERVICE**

## **ANNUAL REPORT AND ACCOUNTS**

**2024-2025**

# TROWBRIDGE GUILD OF COMMUNITY SERVICE

Registered Charity No: 271427

6, Salter Close, Trowbridge, Wiltshire, BA14 7TD

Telephone: 07881381886

Email address: [steve.brackenbury49@gmail.com](mailto:steve.brackenbury49@gmail.com)

## **President**

The Mayor of Trowbridge

## **Chairperson**

Mr Stephen Brackenbury

## **Other Officers**

Hon Secretary – Ms Jane Rivers

Hon Treasurer - Ms Fiona Bennett

## **Executive Committee**

Mrs J. Baker

Mrs Denise Bates

Mr J Hurel

## **Minibus Administrator**

Mr Stephen Brackenbury

## **Examiner of Accounts**

Mr. John Horsey FMAAT, PIIA.  
40, Mendip Drive,  
Frome,  
Somerset,  
BA11 2MU

## **Bank**

Lloyds Bank plc.,  
Fore Street,  
Trowbridge.  
BA14 8BR

# TROWBRIDGE GUILD OF COMMUNITY SERVICE

## **Chairman's Report - 2024/2025**

This AGM is the 51st meeting of the Guild. This report, for the year 1st April 2024 to 31<sup>st</sup> March 2025, will also constitute the Charity Commission report. The 50<sup>th</sup> AGM was held on 9th October 2024.

First the second minibus. This was returned to us by Trowbridge Link in November 2024, and we agreed the price of £15000 with M4 Van & Minibus Sales in Swindon in December 2024. This money was duly invested and the interest will be used to make donations to worthwhile charities in the future.

With regard to staff John Hurel is now a fully fledged member, but unfortunately Jane Rivers our secretary has recently resigned. We thank her for her input and wish her the best for the future. A replacement Hazel May has been recently found but outside the period of this report. Our official Trowbridge Council representative Councillor Jo Trigg could unfortunately not be with us today.

At this point I would like to thank all members of the Guild's Executive Committee for putting in all their hard work over the last year.

Finally last year the Guild was able to make donations totalling £6500. This amount went to Studley Day Centre, Honey Pots, Monday/Wednesday Club, PHAB, Group 5, Trowbridge Lions, Upper Studley Baptist Church, and the Trowbridge Hub. Donations for this year have still to be decided, but will be along a similar vein.

This next section to my report is quite important, and refers to events since the report cut off date of 31/03/25.

At our committee meeting on 20<sup>th</sup> January 2025, a section on the future of the Guild was included. This was because some of our existing members had other pursuits, some did not have the time, or had declining health, and also the difficulty in finding suitable replacements. Apparently this latter is quite common at the moment. Nothing was decided at that meeting.

At the meeting of 12<sup>th</sup> May 2025, it was decided that I would approach St James Trust to see if they would consider a merger between our two charities. I met with Richard Westwood, Chairman of SJT, on 22<sup>nd</sup> May, and he seemed supportive of the idea. He got confirmation from his board, which he emailed to me a week or so later. It then transpired that SJT were going through a similar process with Trowbridge Town Trust, though that had started earlier this year.

The advantages of this merger are:-

- Three charities together can be managed by fewer people than when individual, thereby easing recruitment problems, eg only one Treasurer, Secretary and Chairman
- Applying for grants by various groups will become less tiresome.
- St James Trust is more well known in the community.
- All three charities have similar core objectives
- TGCS Committee members and their recruitment will be reduced.

# TROWBRIDGE GUILD OF COMMUNITY SERVICE

There is still quite a long way to go, before this merger takes place. A draft submission to get the Charity Commission's approval has been made and is due to be sent in the near future. Until this is approved not a lot more actions can take place.

## **TREASURER'S REPORT – 2024/2025**

### **MINIBUS ACCOUNT**

Both buses have now been sold.

We made a profit of £18634.82 for the year to 31/03/2025, due to the sale of the minibus. We now have a healthy bank balance of £2280.05.

### **WRIGHT FUND**

Mrs Wright's trust remains invested and donations to local charities have been made from the interest earned.

Our accounts for the year have been checked and verified by an independent examiner, but we need his formal confirmation before submission to the Charity Commission.



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name

TROWBRIDGE GUILD OF COMMUNITY SERVICE

On accounts for the year  
ended

31<sup>st</sup> MARCH 2025

Charity no  
(if any)

271427

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

Responsibilities and  
basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (~~other than that disclosed below~~\*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

Signed:

Date:

26/8/25

Name:

JOHN HORSEY

Relevant professional  
qualification(s) or body  
(if any):

FMAAT. PIIA.

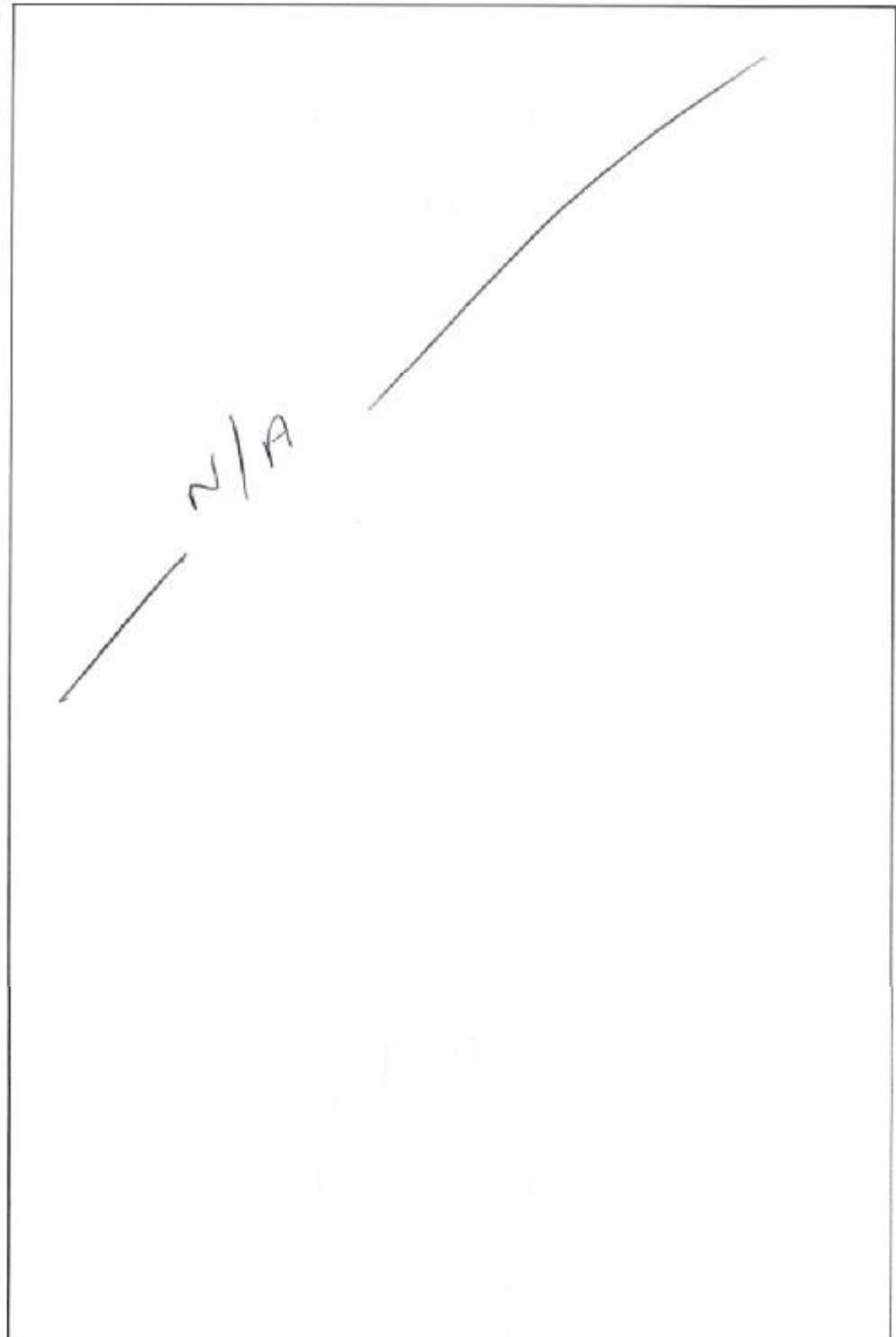
Address:

40, MENDIP DRIVE  
FROME  
SOMERSET. BA11 2HU

**Section B****Disclosure**

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.



Trowbridge Guild of Community Service (TGCS) - Minibus Account					
year ending 31st March 2025					
Receipts & Payments Account					
	2023-24	Receipts	see note		2024-25
-		Donations		-	
-		Wright Fund		-	
0.10		Blair Charity		100.00	
-		Misc		-	
-		Trowbridge town trust		-	
-		Collection boxes		-	
-	0.10	St James Trust		-	100.00
		Grants			
-		Wiltshire Council		-	
-		Trowbridge Town Trust		-	
-	-	Bus Service Operators Grant		-	-
-	-			-	-
		Interest			
-		Lloyds CB090 refund & Interest		-	
2,532.44	2,532.44	Saffron Building Soc Charity Tracker		3,976.74	3,976.74
17,000.00	17,000.00	Sale of Minibus WX16EJK		15,000.00	15,000.00
-		Refund from Knees		-	
120.00	120.00	Link - hiring fees		-	-
-		Minibus - hiring fees		-	-
769.63	769.63	Refund from Gallaghers		-	-
75.00	75.00	Sale of Laptop		-	-
	20,497.17	Total Receipts			19,076.74
		Payments			
		Minibus Operating Costs			
		Drivers salaries & sundries			
1,589.11		Covid - gloves, masks, gel			
1,363.55		Vehicle servicing, repairs & MOT			
		Fuel for vehicles			
	2,952.66	Motor Insurance			
		Administrators salary			-
		Administration Costs			
		Bus insurance		110.67	
348.90		Office Equip purchase/keys		86.05	
114.30		Postages, Stationery etc		101.70	
		Office Rent			
	463.20	Telephone			
		Office Insurance			298.42
		General Costs			
		Saffron charges			
		\$ Brackenbury Laptop/phone			
25.00		Subscriptions		25.00	
		Sundries		18.50	
		Medical/DBS/Blue badges/Training			
100.00	125.00	Fire safety			
		Auditors fees		100.00	143.50
	3,540.86	Total Payments			441.92
	16,956.31	Profit for year			18,634.82

<b><u>Trowbridge Guild of Community Service (TGCS) - Minibus Account</u></b> <b><u>Year ending 31st March 2025</u></b>		
	<b><u>Reconciliations</u></b>	
	<b>Lloyds TSB - Current Account</b>	
	Opening balance per statement - 1st April 2024	2,621.97
	<b>Add</b> - Bank Receipts for year - Minibus Account	15,100.00
		17,721.97
	<b>Less</b> - Bank Payments for year - Minibus Account	- 15,441.92
	<b>Closing balance per statement - 31st March 2025</b>	<b>2,280.05</b>
	<b>Petty Cash Account</b>	
	Opening balance - 1st April 2024	-
	<b>Add</b> - Receipts for year	-
		-
	<b>Less</b> - Payments for year	-
	<b>Closing balance - 31st March 2025</b>	-
	<b><u>Statement of Cash Assets/Investments</u></b>	
	<b>Opening balances at 1st April 2024</b>	
	Lloyds TSB Bank - Minibus Account	2,621.97
	Petty Cash Account	-
	Saffron Bld Soc Charity Tracker	64,898.83
		-
		67,520.80
	<b>Add - profit for year</b>	18,634.82
	<b>Closing balances at 31st March 2025</b>	<b>86,155.62</b>
	<b>represented by:-</b>	
	Lloyds TSB Bank - Minibus Current Account	2,280.05
	Petty Cash Account	-
	Saffron Bld Soc Charity Tracker Acct 65140711	83,875.57
		<b>86,155.62</b>

@ 07/01/25



Trowbridge Guild of Community Service

Wright Fund - Year End 31st March 2025

<u>CAPITAL ACCOUNT</u>			
Original Capital - Legacy to the Guild from Mrs Wright of Hilperton			£65,616.00
<u>2024</u>			<u>2025</u>
£111,322.56	M&G Charifund Account	Units	
		Number	Price per unit (p)
		7645.36	14.72
			£112,570.28
<u>RECEIPTS AND PAYMENTS</u>			
£4,049.90	Lloyds Bank Account	Brought forward bal 31/03/24	£4,374.91
RECEIPTS - INCOME From INVESTMENTS			
£6,575.01	M&G Charifund Account		£6,919.05
<u>£10,624.91</u>	<u>TOTAL RECEIPTS</u>	<u>TOTAL RECEIPTS</u>	<u>11293.96</u>
<u>PAYMENTS</u>			
£6,250.00	Distributions	Donations to Clubs	£6,500.00
£0.00	Guild Minibus	Guild Mini Bus	£0.00
<u>£6,250.00</u>	<u>TOTAL PAYMENTS</u>	<u>TOTAL PAYMENTS</u>	<u>£6,500.00</u>
<u>BALANCES AT YEAR END</u>			
<u>£4,374.91</u>	Lloyds Bank	<u>BALANCES AT YEAR END</u>	
		Lloyds Bank	<u>£4,793.96</u>

