

## **CHIPPING SODBURY TOWN TRUST**

**Registered Charity No 274443**

### **ANNUAL REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31.12.20**

#### **Organisation**

Chipping Sodbury Town Trust is governed by a Scheme originally dated 1899 and has 13 Trustees appointed as follows –

Representative Trustees serving a term of 4 years -

- 6 appointed by Sodbury Town Council
- 2 appointed by Cirencester Royal Agricultural College

Plus 5 Co-optative Trustees serving a term of 5 years

The charity employs a part time Clerk.

#### **Financial Review**

- Principal funding is received from sports club rents, in particular from Chipping Sodbury Golf Club and also from rent received for two cottages. This income together with occasional grants fund all the expenditure of the charity
- There is no reserves policy in place however funds are allowed to accumulate in order to facilitate development/improvement of The Ridings and other Trust property

#### **Structure, governance and management of the charity**

- Day to day running of the charity is by the Chairman and Clerk. Decisions (unless an emergency) are discussed at Sub Committee and Trustee's meetings
- There are no policies or procedures adopted for the induction and training of trustees
- Major risks – none specifically identified. PI insurance in place

#### **Summary of year**

The Trustees met bi-monthly during the year. Sub committee meetings (Finance, Grounds & Property, Sports, Land & Sports Hall Development) being held on a regular basis to assist with the smooth running of the charity. Due to COVID restrictions and time of the year, meetings were either held in person, in the open air or via Zoom.

The main business conducted during the year concerned the administration and maintenance of 200 acres of Town Trust land and property at The Ridings, Chipping Sodbury for sports, recreation and agricultural purposes in accordance with scheme regulations.

This included maintenance of the Trust's two cottages, War Memorial, Clock Tower in Chipping Sodbury town centre, the town fire engine and the upkeep of civic artefacts and insignia kept at Chipping Sodbury Town Hall and a local solicitor's office.

The Trustees continued their policy of supporting the town's sports clubs in particular those who occupy Town Trust land. Meetings of The Ridings Sports Association, made up of representatives from each sports club that uses The Ridings together with Trustees, were not held (apart from one in January). However, communication with the individual sports clubs were maintained to discuss any issues they may have.

Trustees agreed to the installation of a path to give disabled access to the Rugby Club pitch. This followed a motorbike accident in which one of their members was injured and is now confined to a wheelchair.

Grounds maintenance continued to be carried out to a high standard by CJR Sports Maintenance. The amount of work required was greatly reduced as COVID restricted many sports matches. Trustees appreciated the flexibility and understanding shown by Clive Richards during this unprecedented period.

Trustees are grateful to The Sodbury in Bloom group who carry out planting and maintenance work particularly in the Millennium Garden.

Volunteers from Sodbury Woodlands & Nature planted 91 trees and shrubs on The Ridings. General tree maintenance was also carried out along with a Horse Chestnut trunk being carved into a conker alongside the main carpark.

Security lights and CCTV help to keep vandalism to a minimum although isolated incidents continue to occur.

The Green Dog Walking Scheme is used in an attempt to keep The Ridings free of dog fouling. However, some members of the community still do not fully supervise their dogs. A 'dogs on leads' policy continued to be considered.

The weekly Park Run always attracts several hundred participants. Wear and tear of the track along with the logistics of numbers is an issue. Trustees agreed to discuss both with Parkrun organisers before the return post COVID.

Due to COVID restrictions, use of The Ridings by local organisations for their events during the year was severely curtailed. The Annual Classic Car Run, Sodbury Sportive cycle event and annual Beer Festival were all cancelled. A COVID mobile testing centre made use of the carpark.

Plans for a purpose built sports hall continued to progress during the year. Unfortunately, late in the year, the proposed developer pulled out of the project. Work will continue to assess sports facilities required and to find a new partner for the land and sports hall project.

The Town Trust web site provides a source of information about the charity.

The foregoing Annual Report was approved by Trustees on 6 MAY 2021

Signed by  ..... Roger Penfold, Chairman of Trustees

Additional Trustees at date report was approved –

Jim Abraham  
Martin Bywater  
Jane Lund  
John Mainstone  
David Shipp  
Chris Hays  
Julia Bernau

Phil Rumney  
Paddy Smith  
Marian Gilpin  
Richard Wilson  
Scott Gibson  
Mike Woodward

**Charity Clerk – Catrina Hares**

**Principal office –** Sunnyside Cottage, 59 Hatters Lane, Chipping Sodbury, BS37 6AA

**Other relevant organisations -**

Bank – NatWest, Broad Street, Chipping Sodbury, Bristol

Auditor – Dunkley's, Woodlands Grange, Woodlands Lane, Bradley Stoke, BS32 4JY

Investment – Black Rock, PO Box 9036, Chelmsford, CM99 2XD

**REGISTERED CHARITY NUMBER: 274443**

**CHIPPING SODBURY TOWN TRUST**

**INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR ENDED  
31 DECEMBER 2020**

**CHIPPING SODBURY TOWN TRUST**  
**CONTENTS OF THE RECEIPTS AND PAYMENTS ACCOUNTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

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**CHIPPING SODBURY TOWN TRUST**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

The trustees present their report with the financial statements of the charity for the year ended 31 December 2020.

**REFERENCE AND ADMINISTRATION DETAILS**

**Registered Charity Number**  
274443

**Principal address**  
Sunnyside Cottage  
59 Hatters Lane  
Chipping Sodbury  
Bristol  
BS37 6AA

**Trustees**  
Mr David Shipp  
Mr James Abraham  
Mr Roger Penfold  
Mr Phillip Rumney  
Mr John Mainstone  
Mr Martin Bywater  
Mr Richard Wilson  
Mr Roy Smith  
Mrs Jane Lund  
Mr Scott Gibson  
Mr Chris Hays  
Mr Michael Woodward or MRS M. GILPIN

**Independent Examiner**  
Dunkley's  
Chartered Accountants  
Registered Auditors  
Woodlands Grange  
Woodlands Lane  
Bradley Stoke  
Bristol BS32 4JY

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing Document**

Chipping Sodbury Town Trust Scheme Confirmation Act 2 June 1960, Scheme of 14 June 1977 as amended by Scheme of 21 May 1996 and by resolutions 5 July 2007, 6 March 2008 and 2 July 2009.

**Charitable Objects**

The trustees shall apply the income for the upkeep of the property of the charity and subject thereto for such charitable purposes for the general benefit of the inhabitants of Sodbury as the trustees think fit.

On behalf of the board

Trustee -

Date

24-10-2021

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF CHIPPING SODBURY TOWN TRUST**

I report on the accounts of the Trust for the year ended 31 December 2020, which are set out on pages 3 and 4.

**Respective responsibilities of the Trustees and Examiner**

The Charity's Trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

The Charity's Trustees consider that an audit is not required for this year under Section 144 of the Act and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under Section 145 of the Charities Act,
- to follow the applicable Directions given by the Charity Commission (under section 145(5)(b) of the Act; and
- to state whether particular matters have come to my attention.

**Basis of Independent Examiner's Report**

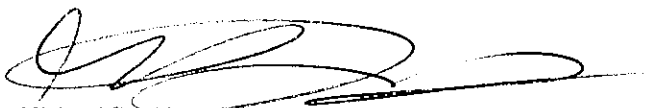
My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent Examiner's statement**

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities 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.



Michael Dunkley FCA  
Dunkley's  
Chartered Accountants  
Registered Auditors  
Woodlands Grange  
Woodlands Lane  
Bradley Stoke  
Bristol BS32 4JY

Date... 24/10/21

**CHIPPING SODBURY TOWN TRUST**

**Registered Charity No 274443**

**Annual Report for the year ended 31 December 2020**

**STATEMENT OF ASSETS**

Cash balances are shown on the Income and Expenditure account (Page 3).

**Land and Property at the Ridings, Chipping Sodbury**

Land known as the Stub Riding.

Land on the Mead Riding leased to Chipping Sodbury Golf Club at a rent of £28,214 for the year (2019: £43,188).

Land used as playing field and sports grounds by local clubs and organisations paying Licence fees totalling £5,090. for the year (2019: £9,952).

Land with Hayward's Cottage and Riding's Cottage thereon let under an Assured Short-hold Tenancy Agreements rental totalling £17,343 (2019: £18,509). Hayward's Cottage was valued for insurance purposes at £141,262, and Riding's Cottage was valued for insurance purposes at £129,064.

Large silver mace and replica of inscribed "William Higgs, Bailiff 1705" valued for insurance purposes at £60,000 in July 2000.

Small silver mace bearing on the shield of the arms of Beauchamp, valued for insurance purposes at £30,000 in July 2000.

Replica (1874) of the borough seal dated 1680, valued for insurance purposes at £300.

Chest known as The Town Chest.

The Town Fire Engine and Wagon.

Chipping Sodbury Town clock.

Chipping Sodbury War Memorial – rebuild value of £200,000 in January 2008.

Units of Charinco Common Investment Fund, the bid value of which as at 31 December 2020 was £nil (31 December 2019 - £nil).

Units of Charishare Common Investment Fund, the bid value of which as at 31 December 2020 was £nil (31 December 2019 - £nil).

Units of BLK Charities UK Bond Fund, the bid value of which as at 31 December 2020 was £8,210 (31 December 2019 - £7,687).

Units of BLK Charities Equity Fund, the bid value of which as at 31 December 2020 was £21,673 (31 December 2019 - £22,656).

**CHIPPING SODBURY TOWN TRUST**  
**INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

Income	Restricted	Unrestricted	Total Income	Expenditure	Restricted	Unrestricted	Total Expenditure
	£	£	£		£	£	£
Rent-Haywards & Riding	-	17,343.24	17,343.24	Administration	-	3,082.88	3,082.88
RPA	-	20,169.11	20,169.11	Insurance	-	3,384.59	3,384.59
Rent - Golf Club	-	28,213.94	28,213.94	Grants	-	3,572.78	3,572.78
Rent - Other	-	5,090.07	5,090.07	Legal & Professional fees	-	4,067.42	4,067.42
Wayleaves	-	20.95	20.95	Room Hire	-	134.00	134.00
Miscellaneous	-	600.00	600.00	Subscriptions & Sundries	-	2,055.57	2,055.57
Interest	-	14.02	14.02	Maintenance of Prop & Equip	-	45,778.53	45,778.53
				Purchase of Stints	-	4,340.00	4,340.00
				Other Expenses	-	830.23	830.23
Opening Bank Balance				Closing Bank Balance			
Nat West Current Account	-	28,007.25	28,007.25	Nat West Current Account	-	32,208.56	32,208.56
Nat West Current Reserve	-	15,896.82	15,896.82	Nat West Current Reserve	-	15,910.64	15,910.64
Nat West Millennium Account	-	105.80	105.80	Nat West Millennium Account	-	105.80	105.80

115,461.00 115,461.00

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The financial statements were approved by the Board of Trustees on 24.10.21 and were signed on its behalf by

Trustees

Date



**REGISTERED CHARITY NUMBER: 274443**

**CHIPPING SODBURY TOWN TRUST**

**INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR ENDED  
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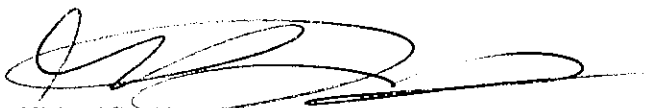
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