

# **CHIPPING SODBURY TOWN TRUST**

**Registered Charity No 274443**

## **ANNUAL REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2021**

### **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 meetings continued to be held via Zoom, recommencing in person in the Autumn.

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, remained on hold due to the Covid restrictions, recommencing in the Autumn. However, communication with the individual sports clubs were maintained to discuss any issues they may have had.

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

106 money was successfully applied for, to be used for the purchase of two replacement tractors and other groundwork equipment.

An extension to the carpark was completed during the year, this provided an additional 50 parking spaces.

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

Initial meetings took place with Sodbury Town Council regarding the installation of additional play equipment on The Ridings.

The Sodbury in Bloom group continued to carry out planting and maintenance work particularly in the Millennium Garden. The Trustees appreciate the contribution that this group makes to the facility.

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 and fouling continues to be an issue.

The weekly Park Run returned mid year following a break during the pandemic. Wear and tear of the track along with the logistics of numbers continued to be an issue. A Just Giving page was set up in liaison with Park Run for contributions towards path maintenance, raising almost £900 plus donations of approximately £500. A spin off from this was the offer of help from various runners to assist with the work.

Due to COVID restrictions, use of The Ridings by local organisations for their events was for the second year severely curtailed.

Plans for a purpose built sports hall continued to be discussed during the year. The decision towards the end of 2020, by the proposed developer to pull out of the project, was a set back and meant that the sub committee had to revisit some work already carried out. An online survey was organised to gauge public feedback on the possible facilities to be offered and gave the opportunity for suggestions to be made.

The Town Trust bank account was moved from NatWest to Co-op, this provided better online facilities for day to day management of the charity income and expenditure.

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

The foregoing Annual Report was approved by Trustees on 13<sup>th</sup> October 2022

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

Additional Trustees at date report was approved –

Mike Allen  
Julia Bernau  
Martin Bywater  
Josh Cox  
Scott Gibson  
Marian Gilpin

Chris Hays  
Jane Lund  
Phil Rumney  
Paddy Smith  
Richard Wilson  
Mike Woodward

**Charity Clerk** – Catrina Hares

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

**Other relevant organisations -**

Bank – Co-operative Bank plc, PO Box 250, Skelmersdale, WN8 6WT

Independent Examiner – 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 2021**

**CHIPPING SODBURY TOWN TRUST**  
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**FOR THE YEAR ENDED 31 DECEMBER 2021**

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**CHIPPING SODBURY TOWN TRUST**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31 DECEMBER 2021**

The trustees present their report with the financial statements of the charity for the year ended 31 December 2021.

**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 Philip Rumney  
Mr Martin Bywater  
Mr Richard Wilson  
Mr Roy Smith  
Mrs Jane Lund  
Mr Scott Gibson  
Mr Chris Hays  
Mr Michael Woodward  
Ms Marian Gilpin  
Ms Julia Bernau

**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 -

13.10.22  
.....  
Date

**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 2021, 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**

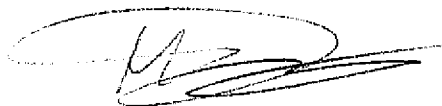
My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or 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... 13/10/22

**CHIPPING SODBURY TOWN TRUST**

**Registered Charity No 274443**

**Annual Report for the year ended 31 December 2021**

**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 £41,950 for the year (2020: £28,214).

Land used as playing field and sports grounds by local clubs and organisations paying Licence fees totalling £3,621. for the year (2020: £5,090).

Land with Hayward's Cottage and Riding's Cottage thereon let under an Assured Short-hold Tenancy Agreements rental totalling £18,351 (2020: £17,343). Hayward's Cottage was valued for insurance purposes at £141,262, and Riding's Cottage was valued for insurance purposes at £129,084.

During the year the charity purchased a tractor for £25,710.00 (which was paid for but not yet received), and shipping container for £5,244.00.

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 2021 was £nil (31 December 2020 - £nil).

Units of Charishare Common Investment Fund, the bid value of which as at 31 December 2021 was £nil (31 December 2020 - £nil).


Units of BLK Charities UK Bond Fund, the bid value of which as at 31 December 2021 was £7,907 (31 December 2020 - £8,210).

Units of BLK Charities Equity Fund, the bid value of which as at 31 December 2021 was £24,771 (31 December 2020 - £21,673).

**CHIPPING SODBURY TOWN TRUST**  
**INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE YEAR ENDED 31 DECEMBER 2021**

<u>Income</u>	<u>Restricted</u>	<u>Unrestricted</u>	<u>Total Income</u>	<u>Expenditure</u>	<u>Restricted</u>	<u>Unrestricted</u>	<u>Total Expenditure</u>
	£	£	£		£	£	£
Rent-Haywards & Riding	-	18,351.20	18,351.20	Administration	-	4,373.22	4,373.22
RPA & Grants	-	82,559.85	82,559.85	Insurance	-	3,554.79	3,554.79
Rent - Golf Club	-	41,950.30	41,950.30	CCTV	-	1,000.00	1,000.00
Rent - Other	-	3,620.50	3,620.50	Legal & Professional fees	-	1,101.40	1,101.40
Wayleaves	-	20.95	20.95	Room Hire	-	94.00	94.00
Sale of Stints	-	780.00	780.00	Subscriptions & Sundries	-	259.00	259.00
Machinery Hire	-	400.00	400.00	Maintenance of Prop & Equip	-	84,812.94	84,812.94
Bank Switch Incentive	-	1,500.00	1,500.00	Purchase of Stints	-	4,340.00	4,340.00
Interest	-	1.59	1.59	Other Expenses	-	447.75	447.75
CCTV contribution	-	1,000.00	1,000.00	Capital Expenditure	-	30,954.00	30,954.00
Path donations	1,469.99	-	1,469.99	Path expenditure	87.05	-	87.05
<b>Opening Bank Balance</b>				<b>Closing Bank Balance</b>			
Nat West Current Account	-	32,208.56	32,208.56	Nat West Current Account	-	52,837.20	52,837.20
Nat West Current Reserve	-	15,910.64	15,910.64	Nat West Current Reserve	-	15,912.23	15,912.23
Nat West Millennium Account	-	105.80	105.80	Nat West Millennium Account	-	105.80	105.80
	1,469.99	198,409.39	199,879.38		87.05	199,792.33	199,879.38

The financial statements were approved by the Board of Trustees on 13.10.22 and were signed on its behalf by:

  
 Trustee

13.10.22  
 Date