

Trustees' Annual Report for the period

From 1 April 2024

To 31 March 2025

Reference and administration details

Charity name

Corsham Link

Registered charity number (if any)

299183

Charity's principal address

7 The Knowle

Corsham

Wilts

SN13 9NQ

Names of the charity Trustees

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Robin Clapp	Chair		The members of Corsham Link at the Annual General Meeting
2	John Burge	Treasurer		
3	Wendy Taylor	Secretary / Recruitment		
4	Mike Taylor	Vice Treasurer		
5	Susan Bament	Data Protection Officer		
6	Babs Light	Co-ordinators		
7	Michael Haswell	Parking / DBS		
8	Bob Hitchin	Insurance		
9	John Stott	DrivePlus		

Structure, governance and management

We are constituted as an unincorporated association. Our constitution was initially adopted on 9th December 1987 and amended on 18 February 2003 and 26 May 2022.

Trustees are appointed at the Annual General Meeting and serve for a period of three years. They may be nominated and elected for a further period if they wish. Trustees are recruited from existing volunteers or suitable local people.

The charity is managed by a Committee comprising the trustees. The Committee normally meets face-to-face on at least four occasions but can meet virtually if required. Decisions are taken by majority vote. If an issue needs to be decided in between Committee Meetings the Chair will email the trustees to seek a majority view.

Trustee Elects are recruited from existing volunteers or suitable local people; they can attend the Committee Meetings but are not entitled to vote.

Each new volunteer is carefully assessed by the Chair and/or his nominated trustee. References are scrutinised and all new drivers undergo a Disclosure and Barring Services (DBS) check.

We regularly review our risk management policy in terms of operational and financial risks. We produce a specific *Risk Management Advice for Volunteers* document.

We have a complaints procedure should a client have a problem and a grievance procedure for volunteers.

We have a data protection policy and procedures to ensure that we are compliant with the General Data Protection Regulations.

Corsham Link is one of over 40 'Links' in Wiltshire. Community First, a charity supporting community development in Wiltshire, provides a co-ordinating role for the charities and organises a Link Chairpersons' meeting three times a year.

Objectives and activities

To advance any charitable purposes for the benefit of the community of the parish of Corsham which includes the villages of Neston and Gastard. In particular to undertake voluntary work for the relief of the sick, elderly, disabled or other persons in need within the said area.

Our main activity is providing transport, by means of volunteers' own cars, to the hospitals in Bath, Bristol, and Wiltshire. We provide our service where lack of public transport presents a problem or where a client struggles to make use of such transport. We also enable clients to visit local surgeries, dentists, opticians and pharmacies. Before the pandemic some of the transport requests had a strong social element such as taking people to day centres.

We make no fixed charge for our services but welcome donations from the people we help. This is done by means of a sealed envelope handed to the driver so only the client knows what they have donated. Volunteers give their time for free but do receive a mileage allowance of 45p per mile and out of pocket expenses.

When planning our activities for the year the trustees have reviewed the Charity Commission's guidance on public benefit at their Committee meetings.

Achievements and performance

During the 12 months covered by this report we carried out 1538 tasks (broadly the same as the previous year) covering 37106 miles. In total the volunteer drivers gave 3251 hours of their time. We managed to meet the majority of requests for medical journeys, although this is becoming an increasing challenge as we are getting more requests at short notice and also for weekend and evening appointments.

As of March 2025 we had five co-ordinators who share the responsibility for answering the Link phone and matching drivers to jobs. Two of the most experienced co-ordinators provide the majority of weekday cover while the three new co-ordinators recruited over the last year (two of whom also drive) cover weekends.

We ended the year with 39 active drivers; 10 new drivers joining us during the 12 months. A number of the new drivers are younger and some are still working. This is a trend we hope continues, however the downside is that they are less likely to be available on weekdays. We need to constantly try to find new volunteers as older members retire.

In line with the conditions of a legacy, which stipulates that it should be used for the benefit of the people of Corsham, Neston and Gastard, we used some of its capital to support:

- Corsham Fitness & Friendship
- MND North Wiltshire
- Company for Christmas
- Corsham Community Club
- Bereavement Help Point Corsham
- Corsham Food Bank
- Corsham Youth Zone
- Rise Trust
- Souper Friday Café
- Stroke Association
- Alzheimer's

- Corsham School Appeal for School Enrichment
- Bath City Farm

Financial review

Our income comprises clients' contributions, donations and interest from the investment of the legacy left to Corsham Link. All of our income is used to deliver the service or to make financial contributions to local good causes.

None of our funds are in deficit.

We do not have a designated reserve fund to cover future commitments, operational costs, etc. If there is a deficit this is covered by the legacy left to Corsham Link. If there is any surplus income at the end of the financial year it is carried forward for use in delivering the service in the next year.

Our policy is to invest the capital from the legacy in fixed term cash deposits, ensuring that any account is approved for registered charity purposes. The balance invested with any single institution is kept below the Financial Services Compensation Scheme limit for savers, currently £85,000.

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)		
Position (eg Secretary, Chair, etc)		
Date		

Category	April	May	June	July	August	September	October	November	December	January	February	March	Total
Operating Expenditure	£	£	£	£	£	£	£	£	£	£	£	£	£
Mileage Payments	1,396.48	1,114.42	2,301.66	1,755.50	1,327.84	666.45	2,233.41	1,387.26	1,387.87	1,015.11	1,686.69	1,673.15	17,945.84
Driver Telephone											1.00	1.00	2.00
Central Telephone	27.63	8.63	8.63	8.63	8.63	12.55	12.00	12.00	12.00	12.00	12.00	12.00	146.70
Total Telephone	27.63	8.63	8.63	8.63	8.63	12.55	12.00	12.00	12.00	12.00	13.00	13.00	148.70
Bank Charges	10.96	12.40	16.59	12.37	15.07	11.09	13.51	12.12	12.59	12.10	14.17	14.04	157.01
Insurance	508.68												508.68
Postage													0.00
Printing and Stationary	54.48			72.33	5.00			163.20			34.01		329.02
Office Expenses	20.00		25.00	18.00		399.00	35.00	55.00		40.00		2.00	594.00
Food and Drinks		197.85	25.20	9.01	10.84	2.15	16.76	2.04	14.10	12.20	23.77	32.10	346.02
Car Parking + Car Expenses				8.90		1.20	8.60	1.00	1.00		1.50	8.00	30.20
Meeting Room Rental													0.00
Community First		40.00											40.00
Total Expenses	0.00	237.85	25.20	17.91	10.84	3.35	25.36	3.04	15.10	12.20	25.27	40.10	416.22
Minor Donations Out				200.00									200.00
Total Operating Expenditure	2,018.23	1,373.30	2,377.08	2,084.74	1,367.38	1,092.44	2,319.28	1,632.62	1,427.56	1,091.41	1,773.14	1,742.29	20,299.47
													0.00
Operating Income													0.00
Client Donations	1,748.95	1,429.50	2,836.65	2,258.55	1,421.65	734.40	2,556.00	1,613.20	1,579.17	955.50	2,201.30	1,988.05	21,322.92
Investment Interest					3,008.22				2,600.44				5,608.66
Other Minor Donations In			47.25					30.00	60.00	125.00	45.00	60.00	367.25
													0.00
Total Operating Income	1,748.95	1,429.50	2,883.90	2,258.55	4,429.87	734.40	2,556.00	1,643.20	4,239.61	1,080.50	2,246.30	2,048.05	27,298.83
Net Operational Expenditure	269.28	-56.20	-506.82	-173.81	-3,062.49	358.04	-236.72	-10.58	-2,812.05	10.91	-473.16	-305.76	-6,999.36
Additional Items													
Major Donations Out								300.00			17,500.00	2,000.00	19,800.00
Major Donations In													0.00
Net Additional Expenditure	0.00	0.00	0.00	0.00	0.00	0.00	0.00	300.00	0.00	0.00	17,500.00	2,000.00	19,800.00
Total Net Expenditure	269.28	-56.20	-506.82	-173.81	-3,062.49	358.04	-236.72	289.42	-2,812.05	10.91	17,026.84	1,694.24	12,800.64

Corsham Link

Financial Statements For the year ending 31st March 2025

	Note	2025 £	2024 £
Unrestricted Funds:			
Deposit at United Trust Bank		60,000.00	60,000.00
Deposit at Hampshire Trust Bank		45,090.44	62,490.00
Cash at HSBC	1a, 1b	5,125.09	4,054.39
Cash at Lloyds Treasurers Account	1c, 1d	6,716.63	3,188.41
Total Funds		116,932.16	129,732.80

Note 1a

Opening Balance	£ 4,054.39
Add Net Operational Income	£ 6,999.36
Less Interest From UTB Retained at Lloyds	£ 3,008.22
Less Interest From HTB Retained at HTB	£ 2,600.44
Less Liddell donations retained at Lloyds	£ 320.00
Cash at HSBC	£ 5,125.09

Note 1b

Cash at HSBC	£ 5,125.09
Add unpaid bank charges	£ 14.04
Balance as per HSBC Bank Statement	£ 5,139.13

Note 1c

Opening Balance	£ 3,188.41
Add Interest from UTB	£ 3,008.22
Less charitable donation	£ 19,800.00
Add Liddell donations	£ 320.00
Add Transfer from HTB	£ 20,000.00
Cash at Lloyds	£ 6,716.63

Note 1d

Cash at Lloyds	£ 6,716.63
Add uncashed cheques (Lloyds 112 & 113)	£ 1,500.00
Balance as per Lloyds bank statement	£ 8,216.63

Graham Hogger
Hon Auditor

John Burge
Hon Treasurer

Corsham Link

Financial Statements For the year ending 31st March 2025

	Note	2025 £	2024 £
Receipts and Payments Account			
Receipts:			
Clients Contributions		21,322.92	20,330.17
Minor Donations In		367.25	
Interest on Investments		5,608.66	3,470.24
Total Receipts		27,298.83	23,800.41
Payments:			
Mileage Allowance		17,945.84	17,338.86
Bank Charges		157.01	162.16
Insurance		508.68	417.66
Telephone		148.70	717.87
Postage		0.00	16.32
Printing and Stationery		329.02	388.66
Room Rental		0.00	150.00
Community First		40.00	40.00
Miscellaneous (Food, Drinks, Parking etc)		376.22	889.29
Office Expenses / Advertising		594.00	388.48
Minor Donations Out	2a	200.00	865.40
Total Payments		20,299.47	21,374.70
Net Operational Income		6,999.36	2,425.71
Additional Income (Donations In)			
Additional Expenditure (Donations Out)	2b	19,800.00	33,000.00
Net Additional Expenditure		19,800.00	33,000.00
Total Net Expenditure		12,800.64	30,574.29
Unrestricted Funds at 1st April 2024		129,732.80	
Add Total Net Expenditure		12,800.64	
Unrestricted Funds at 31 March 2025		116,932.16	

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Note 2a**Minor Charitable Donations**

Gladys Cazenave (Dental Repairs)

£
200.00**Lloyds Cheque****HSBC Bank Payment**

31/7/24 to Burge

(Paid by Burge on personal debit Card)

Total

200.00**Note 2b****Major Charitable Donations**

Brunel Shed

£
300.00**Lloyds Cheque**

104

Corsham Churches Foodbank

4,000.00

105

Alzheimers Support

1,000.00

106

Dorothy House

5,000.00

107

Souper Friday

1,000.00

108

MND Association

2,000.00

109

The Rise Trust

2,000.00

110

Corsham Community Club

500.00

111

Bath City Farm

1,000.00

112

Company for Christmas Corsham

500.00

113

Age UK Wilts (Fitness & Friendship)

500.00

114

Corsham School Academy

1,000.00

115

Dorothy House (Bereavement)

1,000.00

116

Total

19,800.00



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

**Independent examiner's
report on the accounts**

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

CORSHAM LINK

On accounts for the year
ended

31st MARCH 2025

Charity no
(if any)

299183

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 (~~either 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:

26th JUNE 2025

Name:

GRAHAM JOHN HOGGER

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

Formerly CHARTERED INSTITUTE OF
MANAGEMENT ACCOUNTANTS (now retired)

Address:

14 BATHILLS

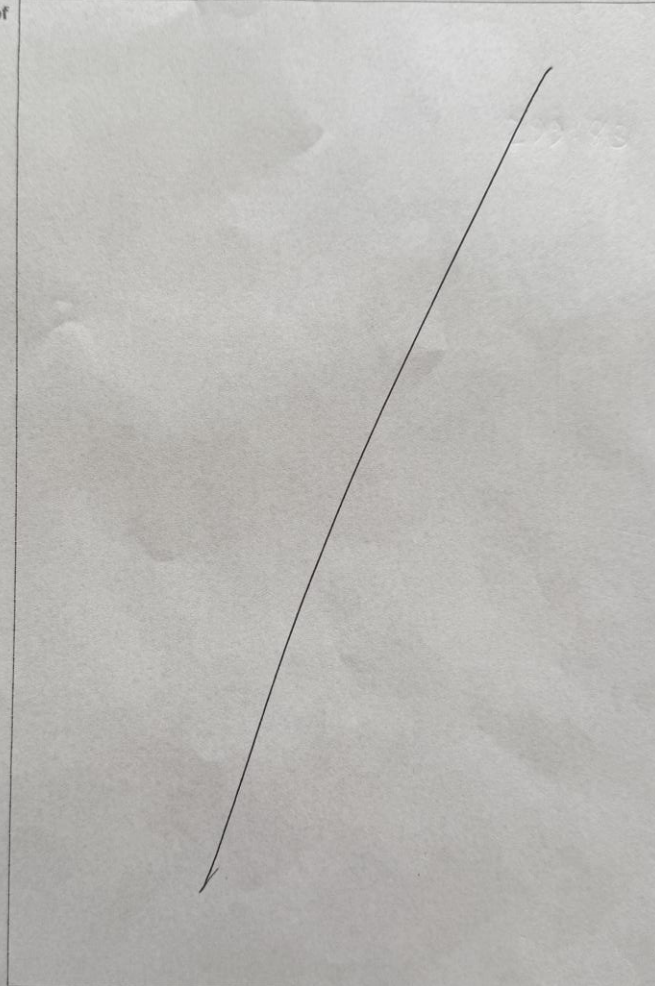
CORSHAM WILTSHIRE

SN13 9NL

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).

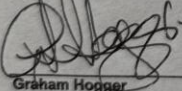
Give here brief details of any items that the examiner wishes to disclose.




Corsham Link

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Corsham Link

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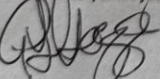
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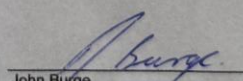
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Balance as per Lloyds bank statement



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Hon Auditor



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