



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 1/1/23 Period start date To 31/12/23 Period end date

Charity name: Minsterworth Free School Foundation

Charity registration number: 311648

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Primarily, to act as a resource for children and young people up to the age of 25 living in the area of benefit by providing advice and assistance and organising programmes of physical, educational and other activities as a means of: ( a) advancing in life and helping young people by developing their skills, capacities and capabilities to enable them to participate in society as independent, mature and responsible individuals; and b) advancing education; and (2) when not used for the above purpose, to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents of the area of benefit without distinction of sex, sexual orientation, race or of political, religious or other opinions
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Provision of space for the development of a nursery Operation of a Memory Café for those suffering from Dementia Various activities designed to enhance the well-being of the community (see detail below)
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees of Minsterworth Free School Foundation confirm that all activities undertaken at The Harvey Centre conform to the guidance issued by the Charity Commission

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Not applicable
Policy on social investment including program related investment	Para 1.38	Not Applicable
Contribution made by volunteers	Para 1.38	Alongside trustees the foundation relies heavily on the use of volunteers to run activities and to maintain the grounds
Other		

### Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The trustees have worked with Minsterworth Kindergarten, Gloucestershire County Councils Early Years Team to develop the provision for a nursery in the older part of the building. The kindergarten owners were chosen because of their commitment to the charitable objectives of the Foundation.</p> <p><i>Men's Sheds</i> are community workshops where men can create converse and connect and have been shown to reduce loneliness and isolation, and improve mental health and wellbeing.</p> <p>A grant via Seven Trent was secured to erect shed for the village to operate alongside a community garden. Our "Community Shed" will be open to all persons regardless of age, gender, background, or ability. There is still lots to complete such as connection of electricity and water, before the shed is operational</p> <p>The Harvey Centre was one of many community venues across Gloucestershire to provided 'Warm and Welcome Spaces' last winter, as everyone experience the fuel crisis. Everyone was given a very welcome at the Harvey Centre.</p> <p>At this Harvey Centre we expanded the length of time our café was open, opened up the area for under-fives to play and served soup and rolls. This mainly benefited the older generation of the village but not exclusively.</p>

		<p>Every Friday, Art sessions are run for 2hrs. These are well attended, with excellent tuition, facilitated by two local experienced artists. Art work from the group is displayed in the centre's main hall and café area. This group is growing in size.</p> <p>Our Memory café is well established and runs every four weeks at the centre. It is aimed at giving support to individuals and their carers by providing a safe space to discuss dementia and its challenges. It is run by Art Space and several volunteers from the village. I want to thank everyone for their compassion and wonderful support for this group. Superb activities and games take place and there are ample people to chat, make and serve food and provide a very relaxed atmosphere.</p> <p>Each Wednesday at the centre, an hourly balance class is run by Farr .... These are physiotherapy-led classes aimed at general fitness and wellbeing. They focus on balance, mobility, and strength. To attend residents can make self referrals or it can come via their GP. These are popular sessions and need booking in advance. As with the Memory café this has been running for well over a year now and firmly established.</p> <p>There are three organisations who hire the centre on a regular basis.</p>
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#### **Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	At the end of the period the financial position of the Charity was healthy with a positive bank balance and money held in reserve with CCLA
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves are held with CCLA has security in case of the need for emergency building repairs. General running expenses of the Harvey Centre are met using the Trusts bank account
Amount of reserves held	<b>Para 1.22</b>	CCLA Investment Account -£47,986
Reasons for holding zero reserves	Para 1.22	Not applicable
Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	There are no concerns about the charity as a growing concern. The use of the centre continues to grow

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	The charities main forms of funding are donations, grants and rental for use of space
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated Association
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<p>All trustees are volunteers who have agreed to act as the trustee board.</p> <p>The chair is an elected position.</p> <p>No other formal positions are held</p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

## Reference and Administrative details

Charity name	Minsterworth Free School Foundation
Other name the charity uses	
Registered charity number	311648
Charity's principal address	Main Road Minsterworth GL2 8JH

**Names of the charity trustees who manage the charity**

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Roger Ingham	Chair		
2	Rita Garbutt			
3	Susan Smith			
4	Ian Brooks			
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**Corporate trustees – names of the directors at the date the report was approved**

Director name		
Not applicable		

**Name of trustees holding title to property belonging to the charity**

Trustee name	Dates acted if not for whole year	
Not applicable		

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

#### Name of chief executive or names of senior staff members (Optional information)

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information

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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

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Full name(s)

Roger Ingham	
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Position (eg Secretary,  
Chair, etc)

Chair	
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Date


26/10/2024
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**Minsterworth Free School Foundation**  
**Income and Expenditure Account**  
**for the Year ended 31st December 2023**

	<b>2023</b>		<b>2022</b>	
	£	£	£	£
Bank Balance 01/01/2023		10,112		6,730
<b>Income</b>				
Grants Received	10,750		4,495	
Art Class Income	1,699		0	
Café Income	1,044		1,657	
General Rent Income	4,011		2,695	
Nursery Deposit	7,015			
Nursery Income	3,200		0	
Donations	271		340	
Interest from CCLA Account	1,684		2,042	
CCLA Fund Withdrawal	<u>25,000</u>	54,673	<u>0</u>	11,228
<b>Expenditure</b>				
Art Class Expenditure	1,050		0	
Café Supplies/Cafe Equipment	191		178	
Memory Café	1,225		0	
Insurance	1,747		1,166	
Utilities (Gas & Electric)	1,561		1,307	
Water Rates	44		281	
Cleaning	976		789	
Internet / Telephone	495		468	
Garden Maintenance	121		0	
Stationery	25		0	
Advertising	86		0	
Miscellaneous	88		25	
Jubilee Celebrations	0		1,713	
Centre Refurbishment	3,051		1,920	
External Works	<u>30,481</u>	41,139	<u>0</u>	7,846
<b>Bank Balance 31/12/2023</b>		<u><u>23,645</u></u>		<u><u>10,112</u></u>
<b>Increase in Bank Balance</b>		<u><u>13,534</u></u>		<u><u>3,382</u></u>

*Signed on behalf of the Trustees:*

Name: 

Date: 28/10/24

Minsterworth Free School Foundation  
Balance Sheet as at 31st December 2023

**Current Assets**

Charities Investment Fund	47,986
NatWest Bank Current Account	<u>23,645</u>
	71,631

**Current Liabilities**

Nursery Deposit	<u>-7,015</u>
	<u><b>64,616</b></u>

**Reserves**

Balance at 1st Jan 2023	84,608
Increase in Bank Balance during Year	13,534
	-
Decrease in Investment Fund during Year	<u>26,511</u>
	71,631
Less Nursery Deposit	<u>-7,015</u>
Balance at 31st Dec 2023	<u><b>64,616</b></u>

*Signed on behalf of the Trustees:*

Name: 

Date: 28/10/24



Section A

Independent Examiner's Report

Report to the trustees

Charity Name

The Harvey Centre

On accounts for the year  
ended

31<sup>st</sup> December 2023

Charity no  
(if any)

311648

Set out on pages

One & two

(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 31/12.2023DD / MM / YYYY.

Responsibilities and  
basis of report

As the charity's trustees, 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 all 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 in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

Signed:

*Julian Oxley*

Date:

22<sup>nd</sup> October 2024

Name:

Julian Christopher Oxley

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

MA, FCA

Address:

Cura, Main Road, Minsterworth, Gloucester, GL2 8JH