

**The Pensford, Publow and The Stantons Community Trust**  
**Trustees' Annual Report and Financial Statements**  
**For the year ended 31 January 2023**

# **The Pensford, Publow and The Stanton Community Trust**

Registered Charitable Incorporated Organisation ("CIO") No. 1160279

Principal Address: Birchwood House, Pensford, Bristol BS39 4NG

## **Trustees' Annual Report for the year ended 31<sup>st</sup> January 2023**

### **Trustees and Advisers**

#### **Trustees**

Andrew Hillman	Chair
Susan Osborne	Secretary
J. Anthony Heaford	
Janette Stephenson	
Derek Winstone	
Simon Whittle	Treasurer
Elizabeth Richardson	
Eilish McNickle	(appointed 18-Oct-2022, to be ratified at next AGM)

#### **Reviewing Accountant**

Mark Finn (ACA) Salter's Brook Cottage, Stanton Wick, Pensford, BS39 4DA

#### **Bankers**

NatWest Bank PO Box 3235, 290 Wells Road, Bristol, BS4 9GB

### **1. Structure, Governance and Management**

The Trust is registered with the Charity Commission as a Charitable Incorporated Organisation with voting members other than its charity trustees.

There shall be not more than eight Trustees. All Trustees must reside within one of the two administrative parishes of Stanton Drew and Publow with Pensford, and at least three must reside in each of the parishes. Trustees shall initially be elected for terms of three years, renewable a maximum of twice. One third of Trustees shall retire in rotation every year. The appointment or re-appointment of Trustees shall be approved by a simple majority of members voting in general meeting.

Membership of the Trust is by membership of the separately controlled 100 Club or by direct application to the Trustees and payment of an annual subscription.

The Trustees may appoint a new Trustee between general meetings, but such appointment shall automatically be subject to approval at the next general meeting of members.

All Trustees give voluntarily of their time and the Trust has no employees.

## **2. Objectives and Activities**

The objects of the Trust are to further such purposes which may be charitable according to the law of England and Wales as the Trustees see fit by the making of grants for the benefit of the inhabitants of the parishes of Publow with Pensford and Stanton Drew.

The Trustees achieve the objects by publicising the availability of grants and by direct approaches to local organisations which may benefit from grants.

Trustees meet regularly four times a year and on other occasions when required, to consider grant applications and fundraising.

The Trustees raise funds principally from the 100 Club, which is a separately administered organisation not under the control of the Trustees; by seeking donations from individuals; and by other fundraising activities.

In all their activities the Trustees have regard to the guidance issued by the Charity Commission on public benefit.

The Trust's policy on grant making is regularly reviewed and is published on the Trust's website [www.ppsct.org.uk](http://www.ppsct.org.uk).

## **3. Achievements and Performance**

Trustees are pleased to report on our eighth year since we were officially registered as a charity on 2<sup>nd</sup> February 2015.

We are now past the Covid-19 pandemic and the situation has returned to normal, with a resumption of face-to-face gatherings both for quarterly Trustees' meetings and Annual General Meetings.

The Trustees have had a busy year and are delighted to have supported so many, and so varied, a group of initiatives.

## **4. Income**

The Trust benefitted from donations from the 100 Club of £12,500, restricted fund donations of £7,195, a subscription of £10. Gift Aid recovered on donations added £1,687.50.

Total income was **£21,392.50**.

## **5. Operating Expenses**

Expenses are kept to a minimum and were a total **£134.79** for advertising and website hosting.

## **6. Awards and Grants**

When the Trustees agree to make an Award, the amount is marked as "Designated Funds" until the money is paid out as a Grant. Restricted Donations, and associated Gift Aid received from HMRC, are held in Restricted Funds.

**Grants** paid out in the year, including Restricted Donations and Gift Aid, were as follows:

Feoffees of Pensford Church Lands Charity: Church Rooms repair	£ 5,426.00
Pensford Lawn Tennis Club: Clubhouse (£5000 + Restricted Donations & GA)	£ 13,812.50
Pensford Local History Group: Robert Bailey Archive	£ 92.37
Publow with Pensford PC: Fingerposts (£1286 + Restricted Donations)	£ 1,431.00
St Mary's Church Stanton Drew: Audio mixer	£ 90.89
Stanton Drew Community Choir: Scarves & entertainment for Jubilee	£ 240.00
Stanton Drew Parish Council: War Memorial (£1500 + Restricted Donations & GA)	£ 2,481.03
Stanton Wick Village Green (rewilding project)	£ 179.38
<b>TOTAL:</b>	<b>£ 23,753.17</b>

**Unpaid Awards:** A new award was made to Pensford School, which is still to be drawn down. There are also several older Awards which have not been drawn down as Grants. The Trust's policy is for Awards to be valid for a 12-month period from the notification of a successful application, unless an extension, with revised timescale is agreed in writing by the Trustees. After a review with applicants, **Designated funds** and **Restricted funds** for Outstanding Awards at the year-end were:

Pensford Local History Group (Robert Bailey Archive)	£ 314.08
Publow with Pensford Parish Council (Climate WG study)	£ 750.00
Publow with Pensford Parish Council (Climate WG study restricted donations)	£ 240.00
Stanton Wick Village Green (Rewilding)	£ 600.00
NEW: Pensford School (Playground)	£ 3,437.00
<b>TOTAL:</b>	<b>£ 5,341.08</b>

The Trustees anticipate that all of the above awards will be drawn down in the next Financial Year.

## **7. Financial Review**

The funding provided by the 100 Club continues to mean that we have a healthy Balance Sheet.

On 31<sup>st</sup> January 2023, the Trust had a bank balance of £31,123 and unrestricted funds of £25,782. Given our policy of keeping a reserve of £7,500 for unexpected calls, this leaves £18,282 available, and the Trustees regard this as adequate but not excessive.

The Trust has minimal running costs, typically relating to the website maintenance, publicity, and the cost of the Annual General Meeting. There are no long-term commitments and all grants approved are covered by funds in hand. Trustees therefore are confident that the Trust is a going concern.

## **8. Trustees**

Your Trustees have continued to meet face-to-face on a quarterly basis and we were pleased to welcome Eilish McNickle as a new Trustee in October 2022, bringing the total number of Trustees to the maximum of 8.

I am very grateful to all of the Trustees, but most particularly Sue Osborne, who keeps us properly organised and with very detailed records and Simon Whittle, as Treasurer. Finally, we are indebted to our Independent Examiner, Mark Finn, who beyond his main function of checking that our finances are properly conducted, also keeps us up to date with regulatory reporting requirements of the Charity Commission.

My final thanks of course are to you, our members, whose support, and enthusiasm are a constant source of energy.

Andrew Hillman (Chair)  
May-2023