



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	1st	April	2014		31st	March	2015

## Section A Reference and administration details

Charity name

The Westbury on Trym Society

Other names charity is known by

na

Registered charity number (if any)

265486

Charity's principal address

68a Coombe Lane  
Westbury on Trym  
Bristol  
Postcode BS9 2AY

### 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	Hilary Long	Committee Chairman	na	The Committee
2	Susan Boyd	Committee Vice Chairman	na	The Committee
3	David Mayer	Honorary Treasurer	na	The Committee
4	Roger Jenkins		na	The Committee
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### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
None	

## Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

Hilary Long – Committee Chairman

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Westbury on Trym Society - Constitution (Amended May 2012)
How the charity is constituted (eg. trust, association, company)	Unincorporated Association
Trustee selection methods (eg. appointed by, elected by)	Appointed by Society Committee

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

#### **trustees' consideration of major risks and the system and procedures to manage them:**

- a. We maintain robust financial controls.
- b. We maintain regular (monthly) Committee meetings to review all activities. These meetings are also minuted for record purposes.
- c. We report to our membership with a newsletter 3 times a year
- d. We hold an AGM at the end of April each year to describe our activities and achievements review (and endorse where appropriate) the accounts for the period. These accounts are independently inspected by a professional Accountant. Also to appoint Officers.
- e. We maintain a web site detailing all our activities, contact details, Committee members, Trustees, and joining arrangements.
- f. We maintain Insurance to cover financial loss, third party injury, and volunteers when engaged on Society activities etc

## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

The objects of the Society shall be to promote any charitable purposes for the benefit of the community of Westbury on Trym and neighbourhood as the Committee shall from time to time determine: In particular to further the maintenance, improvement and development of the environment and amenities of Westbury on Trym and to provide or assist in the provision of facilities for recreation and other leisure time occupations for the inhabitants of Westbury on Trym in the interests of social welfare within the meaning of the Recreational Charities Act 1958.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

Taken from our Web site [www.westburyontrysociety.org.uk](http://www.westburyontrysociety.org.uk)

**Planning:** We maintain a critical eye on development plans, specific Planning Applications and proposed changes of use (e.g. retail to services) and respond to the Local Planning Authority (LPA) if we feel that the proposals have an impact on the community. We are recognised by the LPA as a local planning group such that we are involved in pre-application discussions with potential developers.

**Conservation:** Caring for Westbury's historic environment and amenities. This is partly achieved through our Planning activities but we also actively manage parts of the environment such as the Packhorse Garden, through the kind help of volunteers with weeding, clearing etc. We also act where we believe that some form of interest group is needed such as Friends of Canford Park.

**Managing:** Seasonal floral displays through 'Westbury-in-Bloom' and tree planting. The Society collects sponsorship, public and other funds for the floral displays in the Village. We co-ordinate planting and, again through the good will of volunteers, clear tubs ready for replanting. We are particularly proud that Westbury has consistently won Britain in Bloom prizes in various categories over a number of years.

**Providing:** Organising topical talks on such diverse topics as food, gardening, history, art, music and travel. We also organise special events from time to time, for example in 2010 a very successful 'Trading Local' event was held in Westbury.

**Supporting:** Local businesses and markets, other groups, village hall events and school projects. Working with the local Neighbourhood Partnership and other local and city organisations (for example Sustainable Westbury, the Neighbourhood Planning Network, Bristol Civic Society).

**Statutory Declaration:**

We the Trustees confirm that we are fully aware of the Public Benefit obligations for Trustees detailed within the Charity Commission Guides on Public Benefit ref PB1, PB2 & PB3. Furthermore all decisions, taken by Trustees, relevant to Public Benefit, within the period of this report comply with these obligations.

Signed by the Trustees; -

<b>Hilary Long</b>	
<b>Susan Boyd</b>	
<b>David Mayer</b>	
<b>Roger Jenkins</b>	

## Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

### **Contribution made by volunteers:**

We have no paid employees. All members and officers give their time freely. We rely on members to volunteer to; - a. deliver newsletters and donation envelopes for floral displays, b. gardening and maintenance of the Community garden and the floral displays within the village, c. attendance at sub groups, d. catering at Topical talks and Community events and e. take on the Committee and Trustee roles.

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

#### **Planning:**

Influencing planning application decisions to achieving a more acceptable outcome in terms of appearance and/or Community benefit at; -

- a. Canford Park, as part of the successful group objecting to the installation of high intensity LED flood lights to the tennis courts.
- b. Wesley College site, objecting to the development of houses on the college playing fields.
- c. 69 High Street, objecting to the overdevelopment of retail and residential space.

#### **Conservation:**

- a. Ongoing organisation of a character assessment mapping event to create a Community Plan for Westbury on Trym; This will provide input to the Local Authority Development Management Policy on Local Character and Distinctiveness.
- b. Additionally, utilising the above Character assessment to support a review to refresh and enlarge the existing 40 year old Conservation Area Registration in and around the historic village environs.
- c. Provide 2 new benches as part of a New Entrance Gateway to Canford Park.
- d. Ongoing maintenance of the Packhorse Community Garden.
- e. Co-ordination of the Community response to the proposed Ward Boundary changes.
- f. Involvement and part funding of Community response to the proposal to close our local library.
- g. Cleaning and restoration of the war memorial and surrounding area

#### **Managing Floral Displays:**

- a. Provision of Summer and Autumn floral displays throughout the village and around the War Memorial including hanging baskets and troughs and tubs plus sustainable planting and flower beds.
- b. Associated gardening and necessary maintenance through the goodwill of volunteers.
- c. Bristol in Bloom – Gold medal winner & Joint winner of Best Shopping Area award. We are particularly proud of our Bristol in Bloom and RHS awards over a number of years.

#### **Providing Topical talks and Community events:**

- a. Providing 2 topical talks; - 1. Around the world in 80 days, 2. Know your place.
- b. Working in partnership with the Village Hall Committee as a JV to provide 2 community events; - 1. Spirit of Christmas-Singing and sharing, 2. Traditional Christmas supper.
- c. Attendance at the May Fair to support the Church charity and promote membership.

#### **Supporting Local businesses and Community Groups:**

- a. Input into the Neighbourhood Partnership Local Community small grants: -
  - i. 2 additional lights on the Public rights of way / footpaths.
  - ii. New bench on the footpath within Badock's Wood.
  - iii. Funding to enable edible gardens at Elmlea Primary school and Westbury Primary school.
- b. Support for the Business Association at their Christmas Fair.

## Section E Financial review

**Brief statement of the charity's policy on reserves**

The Society maintains a positive Bank balance including accrued known costs, without any accrued income. All reasonably anticipated regular costs are also taken into account.  
 We also maintain a small balance for emergency use in our separate Savings Account.  
 For details please refer to our Accounts for this period (Copy attached).

**Details of any funds materially in deficit**

None

**Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

**Charities principal sources of funds:**  
 Income to fund our Community activities are collected from, a. membership subscriptions, b. public donation, c. ticket sales at topical talks and community events and d. grant applications e.g. from the Local Authority Neighbourhood Partnership to fund specific projects.

## Section F Other optional information

Please refer also to the Society AGM Annual Report for 2014/15 (copy attached) for further details of activities and achievements. This report was delivered to all members and is available on our web site [www.westburyontrysociety.org.uk](http://www.westburyontrysociety.org.uk)

## Section G Declaration

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

Signed on behalf of the charity's trustees

<b>Signature(s)</b>		
<b>Full name(s)</b>	Hilary Long	David Mayer
<b>Position (eg Secretary, Chair, etc)</b>	Committee Chairman	Honorary Treasurer
<b>Date</b>		