



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 22 December 2020

To

22nd November 2021

Charity name: **FRIENDS OF THE WESTWARD HO PARK**

Charity registration number: **1192894**

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To promote for the benefit of the inhabitants of, and visitors to Westward Ho! the provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the condition of life of the said inhabitants
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	Fundraising to help provide facilities for recreation or other leisure time occupation. Working in conjunction with Northam Town Council (owners of Westward Ho! Park), to provide feedback to and from local community. Providing volunteering opportunities including, but not limited to, maintaining the flowerbeds and planting within the park.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have complied with their duty to have regard to the guidance issued by the Charity Commission on public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
	Para 1.38	We acknowledge the work of the gardening volunteers, who work with the local town

Contribution made by volunteers		council, and who maintain and effect the planting and upkeep of the flower beds and vegetable boxes within the park. The hours worked by the gardening volunteers amounts to some 1332.5 hours. The hours of the gardening volunteers are recorded regularly, so that they may be used in relation to match funding with regard to grant applications.
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 charity has accepted donations from local residents, which has allowed the purchase of a commemorative bench, park benches and picnic tables, which have been well received within the park. This extra seating has been much needed in the park for some time, and is used within the new children's play area.</p> <p>The town council (who own the park) installed a new children's play area in the park – members of the FOTWHOP committee are co-opted members of the town council's Westward Ho! Park committee, and so had an input into what was needed within the new play area; this includes an accessible roundabout, bucket swing, and a parent and child swing – so ensuring that the play area has equipment that is accessible to all.</p> <p>The committee held a competition to design a logo for the charity, so that the charity has an easily recognisable image and further promoted the aims and purpose of the charity.</p> <p>At the opening of the new play area in November 2021, the charity provided games and activities to further promote the charity within the local community. The opening of the park coincided with a Party in the Park organised by the town council, which was very well attended.</p> <p>In May 2021 Friends of Westward Ho Park started a 200 Club to further boost the fundraising. By the end of November 2021 there were 177 numbers in the draw.</p> <p>In March 2021 the charity applied for a councillor grant from Torridge District Council, and were awarded £500 to be used for plants within the park. This grant allowed the gardening volunteers to create three new flower beds, and buy trees and shrubs for the new beds, and to buy plants for other areas of the park.</p>

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	The charity does not hold any investments.
Other		As Friends of the Westward Ho Park (FOTWHOP) work closely with Northam Town Council, helping to shape the refurbishment of the park, much of work of the charity is guided by what the Town Council Park Committee needs and permits. In addition to this, the group gained charitable status during the Covid 19 pandemic which has limited the activities not only of the volunteers and the charity as a whole, but also the activities of the local community. However, a solid start has been made to the regeneration of the park, and a good working relationship is developing between the local town council and the charity, to ensure that Westward Ho Park is an area that all members of the community, inhabitants of the wider local area, visitors and holidaymakers alike can use, and is an area that provides opportunities for all, and is shaped by the community.

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 charity had a balance of £3294.37 The income received was £7078.72, and the expenditure was £4596.31 There were several generous donations from members of the community who requested specific uses for their donations – in this year it has been for additional seating in the park. The expenditure has been for plants, seating, and the winnings of the 200 Club. From the balance at the end of the reporting period, an amount of £417.50 is ringfenced to cover the future payouts of winnings from the 200 Club, which runs until 20 th April 2022.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The charity does not hold any reserves within a separate bank account. We ensure that there is sufficient money to cover the winnings for the 200 Club.
Amount of reserves held	Para 1.22	
Reasons for holding zero reserves	Para 1.22	The funds held by the charity are available for use in meeting the aims of the charity.
Details of fund materially in deficit	Para 1.24	No funds in deficit
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	There are no uncertainties about the charity continuing as a going concern.

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	In the year December 2020 – November 2021, the principal sources of funding have come from donations from individuals and from other local groups that have ceased to exist (due to there being no need for the group, or due to reasons resulting from the pandemic). Fundraising at events has been curtailed due to the limitations on gatherings and larger events resulting from the pandemic. Further fundraising has been achieved by starting a 200 Club, which was publicised via social media and posters around the local area, and has been positively received and supported.
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	Friends of the Westward Ho Park is a Charitable Incorporated Organisation, governed by its constitution dated 22 nd December 2020, and is registered as a charity with the Charity Commission
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	The charity is a Charitable Incorporated Organisation.
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	Trustees are selected by vote at the AGM. Members of the charity are invited to nominate trustees prior to the AGM, when they are informed about which trustee is retiring (as required by the constitution). Within the details about the AGM and the retiring trustee is a statement from the retiring trustee regarding whether they are prepared to stand again as a trustee.

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	The charity has a committee to help organise and run fundraising and events. During the reporting period, all three trustees are members of the committee. It is within the remit of the committee to coordinate the volunteers, including the volunteer gardeners. The committee includes a co-opted member of Northam Town Council, which mirrors the situation with members of the charity committee sitting on the Northam Town Council Westward Ho Park committee as co-opted members. It is within the remit of the committee to ensure that any volunteering work carried out in the park is carried out within the rules set out by Northam Town Council for such work.
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Friends of the Westward Ho Park
Other name the charity uses	FOTWHOP
Registered charity number	1192894
Charity's principal address	39 Nelson Road, Westward Ho!, Bideford, Devon EX39 1LQ

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	Christine Hutchins	Chair		
2	Ian Harrison	Treasurer		
3	Caroline Baynton	Secretary		
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Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	Not applicable
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	Not applicable
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Not applicable

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

Christine Hutchins is a foster carer and so public details of her phone number and address together with her name could put vulnerable young people at risk


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)		
Full name(s)	Christine Margaret Hutchins	
Position (eg Secretary, Chair, etc)	Chair	
Date	16 th September 2022	

	Accounts 22/12/20 to 22/11/21			
Date	Description of transaction	Income	Expenditure	Balance
	Balance of account on becoming a charity			811.96
22/12/2020	Christmas tree		48.00	763.96
	Wheelbarrow		50.00	713.96
	Donation anon	73.00		786.96
	Donation ST	10.00		796.96
	Donation R&LP	15.00		811.96
	Park purchases Mr&Mrs Jones via tfr SM-J		49.96	762.00
30/12/2020	Donation CH	57.51		819.51
	Park purchases Mr&Mrs Jones paid by CH		31.56	787.95
13/01/2021	Transfer from Who's Park Campaign Group	538.39		1,326.34
08/02/2021	Donation anon via S M-J (to be used for seating)	500.00		1,826.34
10/02/2021	Donation via S M-J (to be used for seating)	1500.00		3,326.34
08/03/2021	TDC grant (councillor grant to buy plants)	500.00		3,826.34
08/12/2020	Decking x		48.74	3,777.60
19/02/2021	Plants x		8.97	3,768.63
03/03/2021	Plants x		8.97	3,759.66
08/03/2021	Plants x		10.47	3,749.19
	Fat balls		12.78	3,736.41
17/03/2021	Donation via S M-J	5.00		3,741.41
26/3/21	Christine Mason via bacs	5.00		3,746.41
26/03/2021	Thelma Clark don. via bacs	5.00		3,751.41
29/03/2021	Janet Flor via bacs	10.00		3,761.41
10/03/2021	RGB-timber x		16.62	3,744.79
17/03/2021	Beechwood supplies-trees x		94.95	3,649.84
19/03/2021	Gardeners Dream-ties x		4.69	3,645.15
22/03/2021	Falcon Workshop Supplies-tree supports x		10.99	3,634.16
24/03/2021	Beechwood Trees-trees x		117.93	3,516.23
	B&Q-bucket,2 postcrete		10.61	3,505.62
30/03/2021	Don G Berry	250.00		3,755.62
30/03/2021	Don M Durkin (for a memorial bench)	400.00		4,155.62
08/04/2021	TDC lottery license c/n 00007		40.00	4,115.62
07/04/2021	Donation	60.00		4,175.62
	Trellises S M-J		59.64	4,115.98
19/04/2021	200 club Claire Hodson tfr	60.00		4,175.98
	200 club SPARKLE tfr	24.00		4,199.98
20/04/2021	200 club M Cunningham tfr	12.00		4,211.98
21/04/2021	200 club M Cunningham tfr	12.00		4,223.98
14/04/2021	Plants via S M-J x		17.98	4,206.00
	Plants via S M-J x		26.00	4,180.00
26/04/2021	200 club K Hutchins tfr	24.00		4,204.00
	200 club N Sanders tfr	24.00		4,228.00
	200 club N Daniel tfr	24.00		4,252.00
27/03/2021	200 club Thorpe chq	50.00		4,302.00
02/04/2021	200 club Holder chq	24.00		4,326.00

17/04/2021	200 club Clarke chq	12.00		4,338.00
29/04/2021	200 club Harrison chq	24.00		4,362.00
15/04/2021	200 club Pullen chq	48.00		4,410.00
	200 club S Makeig-Jones chq	24.00		4,434.00
22/04/2021	200 club Petty chq	60.00		4,494.00
20/04/2021	200 club Allen chq	36.00		4,530.00
29/04/2021	200 club Kiteshop csh	12.00		4,542.00
	200 club Mcguirk so	2.00		4,544.00
	Baynton dep tfr	10.00		4,554.00
	200 club Langton tfr	24.00		4,578.00
	200 club P Hodson	60.00		4,638.00
30/04/2021	200 club Endean tfr	24.00		4,662.00
	Bideford Cobblers Plaque via S M-J		35.00	4,627.00
	BJ's plants via S M-J x		34.73	4,592.27
04/05/2021	200 club Y Hill tfr	12.00		4,604.27
	200 club Henden tfr	24.00		4,628.27
	200 club C/M Pearce tfr	60.00		4,688.27
07/05/2021	200 club Amanda Daw tfr	12.00		4,700.27
	200 club Stirling tfr	24.00		4,724.27
05/05/2021	Plants Dobies S M-J x		9.98	4,714.29
07/05/2021	Plants Dobies S M-J x		76.97	4,637.32
	Donation via S Taylor csh	5.00		4,642.32
13/05/2021	200 club Reid tfr	24.00		4,666.32
	200 club Sherbourne tfr	12.00		4,678.32
	200 club L/D Williams tfr	12.00		4,690.32
17/05/2021	200 club Heard tfr	36.00		4,726.32
	200 club Hutchins tfr	12.00		4,738.32
	200 club Webb	12.00		4,750.32
	200 club Rufolo tfr	12.00		4,762.32
18/05/2021	200 club Grey tfr	24.00		4,786.32
19/05/2021	200 club De Burton	24.00		4,810.32
	200 club Horwitz tfr	12.00		4,822.32
	200 club Newman	12.00		4,834.32
	200 club Bromhead	12.00		4,846.32
20/05/2021	200 club Hickman tfr	12.00		4,858.32
	200 club Amazon tfr	5.00		4,863.32
24/05/2021	200 club Carter tfr	12.00		4,875.32
26/05/2021	200 club win Mrs T J Csecs		30.75	4,844.57
	200 club win Langton		4.57	4,840.00
01/06/2021	200 club McGurk so	2.00		4,842.00
	200 club Ross tfr	11.00		4,853.00
03/06/2021	200 club Dunkley	11.00		4,864.00
07/06/2021	200 club Baxter chq	22.00		4,886.00
08/06/2021	200 club Waters chq	11.00		4,897.00
09/06/2021	200 club Webb chq	12.00		4,909.00
	200 club Birks chq	12.00		4,921.00
	200 club Baynton C chq	60.00		4,981.00
	200 club Baynton P chq	60.00		5,041.00

	200 club Gurney chq	24.00		5,065.00
	200 club Ward chq	24.00		5,089.00
	200 club Secs chq	12.00		5,101.00
	200 club Little chq	24.00		5,125.00
	200 club Bishop chq	12.00		5,137.00
	200 club Bishop chq	12.00		5,149.00
	200 club Hughes chq	36.00		5,185.00
	200 club Carder chq	24.00		5,209.00
	200 club Smith A chq	12.00		5,221.00
	200 club Pavitt chq	24.00		5,245.00
	200 club Smith JA chq	12.00		5,257.00
	200 club Butcher chq	12.00		5,269.00
	200 club Griffin chq	22.00		5,291.00
	200 club McCauley chq	12.00		5,303.00
	200 club cash	204.00		5,507.00
	Donation via S M-J	20.00		5,527.00
	Plants BJ's via S M-J		24.00	5,503.00
11/06/21	Amazon Shears via S M-J		29.99	5,473.01
16/06/21	200 club M Mills tfr	22.00		5,495.01
22/06/21	200 club 2 nd prize DJ&L Williams pd by tfr		17.37	5,477.64
	200 club 2nd prize paid by CH in cash		17.37	5,460.27
	200 club new no paid cash to CH	10.00		5,470.27
	Donation cash to CH	7.37		5,477.64
	200 club cash to CH	22.00		5,499.64
	200 club 1 st prize part cash via CH		22.00	5,477.64
	200 club part 1 st prize cash ex IH		12.75	5,464.89
29/06/21	200 club s/o S McGuirk	2.00		5,466.89
15/07/21	Don. C Coxen	2.50		5,469.39
	Don. B Breetz (to be used for seating)	600.00		6,069.39
21/07/21	200 club 1st prize H L McCaulay tfr		36.75	6,032.64
	200 club 2nd prize SR and SY Ward tfr		18.37	6,014.27
	200 club 2nd prize N Daniel tfr		18.37	5,995.90
29/07/21	200 club s/o S McGuirk	2.00		5,997.90
02/08/21	TDCAP in error	302.40		6,300.30
12/08/21	Don. T Clarke	5.00		6,305.30
	Don. S M-J	17.00		6,322.30
	Compost and fuscia		21.97	6,300.33
	Fuscia x		11.99	6,288.34
19/08/21	200 club Reynolds tfr	9.00		6,297.34
25/08/21	200 club 1st prize Mr & Mrs Hughes tfr		39.00	6,258.34
31/08/21	200 club s/o S McGuirk	2.00		6,260.34
06/09/21	Don K & P Spencer	100.00		6,360.34
16/09/21	Payment to Northam TC see 2/8/21		302.40	6,057.94
23/09/21	200 club prize J Webb tfr		19.75	6,038.19
24/09/21	Northam TC re seat M Durkin		375.00	5,663.19
27/09/21	200 club 2 nd prize Sept R Reynolds tfr		19.75	5,643.44
28/09/21	200 club 1st prize L Pullen (£20 don.) tfr		19.50	5,623.94

29/09/21	200 club s/o S McGuirk	2.00		5,625.94
18/10/21	200 club W Farr	14.00		5,639.94
18/10/21	200 club csh J Sharrock	16.00		5,655.94
	200 club csh J Barnard	20.00		5,675.94
	200 club csh W Raymont	9.00		5,684.94
	200 club csh S Coe	20.00		5,704.94
	200 club csh A Dexter	20.00		5,724.94
	200 club csh V Pullen	20.00		5,744.94
	200 club csh J Brand	11.00		5,755.94
	200 club csh M Reid	10.00		5,765.94
	200 club chq A Weston	10.00		5,775.94
	200 club chq J E Davies	18.00		5,793.94
	200 club chq J E Cowell	12.00		5,805.94
	Donation anon via CH csh.	20.00		5,825.94
	Donation anon via S M-J csh.	10.00		5,835.94
	Donation for veg from park	5.00		5,840.94
21/10/21	200 club prize J Flor tfr		40.00	5,800.94
22/10/21	Northam TC tfr – payment for seating		2,625.00	3,175.94
29/10/21	200 club s/o S McGuirk	2.00		3,177.94
08/11/21	Party in park	160.55		3,338.49
15/11/21	Donation Anne Bentham via S M-J	20.00		3,358.49
22/11/21	200 club 1 st prize C Csecs tfr		42.75	3,315.74
	200 club prize D Willcocks tfr		21.37	3,294.37
		7,078.72	4,596.31	

Total expenditure: £4596.31

Total income: £7078.72

Balance: £3294.37