

Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 1	Month 1	Year 2023		Day 31	Month 12	Year 2023

Section A Reference and administration details

Charity name	Romsey Men's Shed
Other names charity is known by	
Registered charity number (if any)	1167471
Charity's principal address	Community Office, The Romsey School
	Greatbridge
	Romsey
	Postcode SO51 8ZB

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	Malcolm Kaill	Chair	Whole year	
2	Don Snowsill	Secretary	Whole year	
3	Ron Bowater		Whole year	
4	Trevor Bond	Membership Sec & Vice Chair	Whole year	
5	Richard Rose		Whole year	
6	Tony Blackmoor	Treasurer	Whole year	
7	Paul Grist		From 12 th Jul 2023	
8	Colin Peak		From 29 th Nov 2023	
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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

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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Section B Structure, governance and management

Description of the charity’s trusts

Type of governing document <i>(eg. trust deed, constitution)</i>	Constitution document (based on the Charity Commission standard model for CIOs) agreed with the Charity Commission upon registration on 6/6/16. No subsequent amendments.
How the charity is constituted <i>(eg. trust, association, company)</i>	CIO
Trustee selection methods <i>(eg. appointed by, elected by)</i>	New Trustees may be appointed by existing Trustees to serve until the next AGM at which point they retire. New Trustees (or Trustees standing for re-election) may be elected by Members at the AGM held each February.

Additional governance issues (Optional information)

<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> • 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. 	<p>To date all Trustees have been co-opted by existing Trustees and appointed from the Membership and no specific training or induction has been necessary.</p> <p>The CIO is managed by the Trustees who meet quarterly. Members are consulted on nearly all management issues but the more significant decisions (strategic, governance, financial etc) are taken in formal Trustee meetings.</p> <p>Informal working groups of Members are formed from time to time to discuss and develop plans and proposals and less significant decisions are taken in these Working Groups or in the weekly meetings open to all Members. More significant decisions are referred to formal Trustee meetings.</p> <p>Arrangements are in place for individuals to apply for Membership and rules for Members and policies for all relevant issues are in place and subject to regular review.</p> <p>The activities of the CIO are covered by appropriate insurance.</p>
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Section C Objectives and activities

<p>Summary of the objects of the charity set out in its governing document</p>	<p>The objects of the CIO are to promote social inclusion for the public benefit by preventing men aged 18 or over, within Romsey and the surrounding area, from becoming socially excluded, meeting the needs of those people who are socially excluded and assisting them to integrate into society through the provision of facilities in which they can meet to undertake creative, physical or recreational activities, learn or pass on skills and knowledge and support each other socially.</p>
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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)

The Trustees and Members of the CIO organize and take part in a large and diverse range of activities to support the objects of the CIO. The key activity is a weekly meeting at which all other activities are discussed and planned. Usually at one meeting each month an outside speaker is welcomed, and many interesting and varied talks have been enjoyed in the course of the year. And most months one of the weekly meetings involves a visit to a local museum or other place of interest. In addition to the weekly meetings most months a country walk followed by lunch at a convenient hostelry is organized.

In addition to these regular events the Members undertake many practical community projects by repairing items and making things such as mud kitchens or planters for local schools and other community organisations. The requests received can be vary varied. The workshop and social shed built by the Members in previous years are busy several days each week with Members working on these tasks or on personal projects. Members constructed a new outside working space in 2023. Many craft items are made and sold to the public when opportunities such as craft fairs arise. A Repair Shed event operates most months where the public are invited to bring items for repair or restoration. Members are able to repair approx. 85% of the items brought in. Donations received as a result of community projects and Repair Shed activity provide a valuable contribution to the CIO funds.

In addition to all the above there are occasional quizzes, photo competitions, fishing and skittles events. There is a very healthy level of email and WhatsApp communication and banter between Members. Members set up the local relay marathon course each year to assist the Romsey Rotary groups.

The Trustees have read and understood the Charity Commission guidance on public benefit and all decisions taken by Trustees in the management of the CIO have been taken in accordance with that guidance.

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.

Note: The practical community projects referred to above are undertaken to assist local organisations (and on occasion individuals) where there is a clear community benefit, and where the project would not be undertaken by any commercial contractor (usually because they are too small to be a viable task for any contractor). The CIO does not make any charge for undertaking such projects. However, the beneficiary is required to pay for materials purchased and make a modest contribution towards the running costs of the CIO and consumables used from stock. Members work as volunteers in such activity. Beneficiaries do however often make a donation to CIO funds.

Summary of the main achievements of the charity during the year

Trustees believe that the CIO continues to be a well-known and well-respected organisation within the Romsey area and that it is managed and run in a professional and competent manner. Membership is buoyant and has increased to more than 70, with 1 or 2 new enquiries per month. It may even become necessary at some point in the future to limit Membership should the pressure on facilities at the workshop and social shed become too great.

The main achievement of the year has been the way the CIO has continued to thrive and develop after the difficulties presented by COVID in previous years. Membership is strong, finances are healthy, and Members are taking a much greater role in proposing, organising and managing activities. This has enabled the CIO to expand the activities available as a mature and more rounded organisation.

Section E Financial review

Brief statement of the charity's policy on reserves

The CIO has formally declared a reserve of £2000 to meet any completely unforeseen expenses. The reserve is however held in the main CIO bank account together with the working funds and is not held in a separate account. Care is taken to accumulate sufficient working funds at the end of the year to cover all anticipated running costs during the following financial year without having to use the £2,000 reserve. Trustees will consider whether there is a need to take steps to increase the reserve in future years.

Details of any funds materially in deficit

Not applicable.

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.

In general, the running costs of the CIO are covered by Member subscriptions, occasional grants and donations from various sources, donations in return for community projects and Repair Shed activity etc.

The CIO is in a healthy financial position at the end of the year.

Section F Other optional information

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Section G 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)	Malcolm Kaill	Colin Peak
Position (eg Secretary, Chair, etc)	Chair of Trustees	Secretary
Date		