



# CALDON & UTTOXETER CANALS TRUST

(A charitable incorporated organisation)

Report and Financial Statements  
Year ended 31 December 2019

Registered Charity Number 1156812

Registered Office: C/O Island House, Moor Road, Chesham, Buckinghamshire, HP5 1WA  
[www.cuct.org.uk](http://www.cuct.org.uk)

To restore, preserve, maintain in good order and improve the existing Caldon Canal - and all former arms of the canal including the branch known as the Uttoxeter Canal - for the use and benefit of the public.

# Caldon & Uttoxeter Canals Trust – Report and Financial Statements 2019

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## **Caldon & Uttoxeter Canals Trust - Legal and administrative information**

### **Directors and Trustees**

The directors of the charitable company (the charity) are its trustees for the purpose of charity law and throughout the report and accounts are collectively referred to as the trustees.

The trustees serving during the year and since the year-end were as follows:

#### Directly Elected Trustees

Alison Smedley

Mike Maryon

Susan Dutton

Peter Matthews

Robert Frost

Charity number 1156812

Registered office  
C/O Island House  
Moor Road Chesham  
Buckinghamshire  
HP5 1WA

#### Independent Examiner

Mrs Laura Bird BSc MSc CCFA CIPFA (Affil)  
Abbeyfields  
Church Lane  
Draycott in the Moors  
Staffordshire  
ST11 9AG

#### Bankers

HSBC Bank plc  
Crown Bank  
Hanley  
Stoke on Trent  
ST1 1DA

# **Caldon & Uttoxeter Canals Trust - Report of the Trustees for the year ended 31 December 2019**

The Board of Trustees who are the charity trustees, are pleased to present their report for the year ended 31 December 2019.

## **The Caldon & Uttoxeter Canals Trust in Brief**

### **Aims & Powers**

The objects of the Charitable Incorporated Organisation (CIO) are to restore, preserve, maintain in good order and improve the existing Caldon Canal and all former arms of the Caldon Canal including the branch known as the Uttoxeter Canal for the use and benefit of the public.

The CIO has power to do anything which is calculated to further its objects or is conducive or incidental to doing so. In particular, the CIO has power to:

- borrow money and to charge the whole or any part of its property as security for the repayment of the money borrowed. The CIO must comply as appropriate with sections 124 and 125 of the Charities Act 2011, if it wishes to mortgage land;
- buy, take on lease or in exchange, hire or otherwise acquire any property and to maintain and equip it for use;
- sell, lease or otherwise dispose of all or any part of the property belonging to the CIO. In exercising this power, the CIO must comply as appropriate with sections 117 and 119-123 of the Charities Act 2011;
- deposit or invest funds, employ a professional fund-manager and arrange for the investment or other property of the CIO to be held in the name of a nominee, in the same manner and subject to the same conditions as the trustees of a trust are permitted to do by the Trustee Act 2000.

### **Organisation**

The Board of Trustees consists of elected trustees. Trustees usually meet once every month and met formally for 7 meetings during 2019.

The charity trustees manage the affairs of the CIO and for that purpose exercise all the powers of the CIO. There must be at least three charity trustees. If the number falls below this minimum, the remaining trustee or trustees may act only to call a meeting of the charity trustees, or appoint a new charity trustee.

There is no maximum number of charity trustees that may be appointed to the CIO.

### **Appointment of Trustees**

At every annual general meeting of the members of the CIO, one-third of the charity trustees shall retire from office. If the number of charity trustees is not three or a multiple of three, then the number nearest to one-third shall retire from office, but if there is only one charity trustee, he or she shall retire;

The charity trustees to retire by rotation shall be those who have been longest in the office since their last appointment or reappointment. If any trustees were last appointed or reappointed on the same day those to retire shall (unless they otherwise agree among themselves) be determined by lot;

The vacancies so arising may be filled by the decision of the members at the annual general meeting.

The members or the charity trustees may at any time decide to appoint a new charity trustee, whether in place of a charity trustee who has retired or been removed.

A person so appointed by the charity trustees shall retire at the conclusion of the next annual general meeting after the date of his or her appointment, and shall not be counted for the purposes of determining which of the charity trustees is to retire by rotation at that meeting.

The principal and other Officers of the Trust and members of the Committee shall retire each year at the Annual General Meeting but shall be eligible for re-election. Nominations for election as an Officer or a member of the Committee may be made to the Secretary during the four weeks preceding the Annual General Meeting. Election of Officers and Committee members, by ballot if necessary, shall be by a simple majority of members voting. Election of Officers shall precede the election of Committee members. Nominees not elected as Officers shall be eligible for election to the Committee.

**The Principal Officers of the Trust shall be as follows:**

- a) Chairman of the Committee;
- b) Vice-Chairman of the Committee;
- c) Secretary to be responsible for the proper conduct of the business relating to the Trust and its activities; to arrange and prepare agenda for and maintain records of all meetings;
- d) Treasurer to be responsible for the proper conduct of the finances of the Trust including the banking and investment of its income, the payment of its debts and the presentation annually of a Statement of Accounts. These duties may be performed by more than one person.

Other Officers of the Trust shall be appointed or elected annually according to the needs of the Trust and the range of its activities and may normally include Officers with duties:

- a) Membership Secretary to collect subscriptions and issue reminders when necessary;
- b) Work Party Organiser to arrange work parties to maintain the canal;
- c) Publicity Officer to foster the public reputation of the Trust and liaise with patrons and sponsors.

**Trustee Remuneration and Insurance**

Insurance cover is provided through The Inland Waterways Association. No trustee received any remuneration in respect of services to the Trust, other than reimbursement of expenses incurred in providing such services.

**Principal Appointed Officers:**

Trust Chairman: Steve Wood  
Vice Chairmen: Alison Smedley, MBE  
Trust Secretary: Peter Matthews  
Trust Treasurer: Christopher Gurney  
Work Party Organiser: Steve Wood  
Membership Secretary: Robert Frost  
Sales Officer: Susan Dutton  
Communications Officer: Steve Wood

**Structure Governance and Management  
Caldon & Uttoxeter Canals Trust Constitution**

The Caldon & Uttoxeter Canals Trust is a Charitable Incorporated Organisation governed by its constitution dated 10 February 2014.

The Trust has no contractual arrangements with any other party that materially affects the management of the Trust. It is the Trust's policy to work closely with all other associated interests, including navigation authorities, local and national government and its agencies, private and public landowners, commercial boating and other waterside businesses, voluntary organisations and others to promote the conservation, use, maintenance, restoration and appropriate development of the Caldon & Uttoxeter Canals.

## **Our aims and objectives**

In furtherance of its Aims and Objective (detailed above) it shall be the duty of the Committee to develop and implement the general policy of the Trust in accordance with its declared aims and, subject to any conditions imposed upon it by the Trust at a General meeting, to provide for the administration, management and control of the affairs and property of the Trust.

The Committee shall comprise Chairman, Vice-Chairman, Secretary, Assistant Secretary and Treasurer plus other members and such other Officers as may be deemed appropriate at the Annual General Meeting; it shall meet at intervals of not more than two calendar months.

All members of the Committee shall have equal voice and vote in the proceedings of the Committee except that, if necessary, the Chairman shall have a casting vote. In addition to the elected and ex-officio members, the Committee may co-opt further temporary members in a consultative, non-voting capacity.

The Committee may delegate any of its powers to Sub-Committees.

It shall be the duty of the Committee to develop and implement the general policy of the Trust in accordance with its declared aims and, subject to any conditions imposed upon it by the Trust at a General meeting, to provide for the administration, management and control of the affairs and property of the Trust.

## **Risk Management**

The Trustees have a risk management strategy which comprises:

- An annual review of the principal risks and uncertainties that the Trust faces;
- The establishment of policies, systems and procedures designed to mitigate those risks identified in the annual review; and
- The implementation of procedures designed to minimise or manage any potential impact on the charity should those risks materialise.

The management of this risk is via a regular review by the Work Party Organiser of any potential new forms of risk on a case by case basis and referral to Trustees as deemed appropriate.

Attention has also been focused on non-financial risks arising from health and safety of the general public, volunteers and employees. These risks are managed by ensuring that the training and competence requirements are up to date and in place and site specific risk assessments are carried out for all projects.

## **GDPR**

The Trust has a formal GDPR policy.

## **Public Benefit**

During 2019 the Trust continued to campaign to maintain and improve awareness of the public benefits of the Caldon and Uttoxeter Canals, and to work with navigation authorities, local authorities and external funding bodies to secure further improvements. Through the use of monthly work parties, Trust Volunteers have cleared intrusive vegetation from parts of the canal and in particular towpath improvement adjoining Bridge 70 and Crumpwood Weir as well as westwards towards Alton Bridge, to ensure public safety and enjoyment of the pedestrian use of the canal.

A set of six replica mileposts were installed between Uttoxeter and Denstone to form part of the project to initialise a public walk conforming to the line of the original canal as far as possible. An explanatory leaflet to accompany the route has been produced.

## **Work Parties**

The Trust continued to organise monthly work parties and this year the parties concentrated on clearing vegetation in the area between Bridge 70 and westwards towards Alton enabling about one mile of canal clearance. During this process a number of archaeological finds were discovered.

During June the Trust hosted the second WRG family camp and several families attended. The young people learnt about and experienced a range of different skills and activities over the weekend including heritage recording techniques, how to help control the spread of invasive plants, and woodworking skills when they made “bee hotels” as habitats for insect life. With the work based on the canal south of Alton, the young people and their families carried out vegetation clearance, Himalayan balsam pulling and some careful excavation of a lock site which revealed some previously undiscovered stonework.

In November the Trust hosted the WRG Reunion weekend during which members helped to clear vegetation on the section west of Bridge 70, close to Alton.

## **Fundraising and Publicity Activities**

Most of the Trusts income during 2019 was derived from membership subscriptions and sales at various events.

In June the Trust had its usual stall, as well as the display, at the Etruria Canals festival and this generated reasonable sales as well as publicity so was a very successful two days.

In November the Trust received a donation from the Norah Mitchell (Minerva Lodge).

Audlem Books have continued to sell books on our behalf and this has generated a regular income to the Trust.

Three issues of the Trusts Newsletter, Cherry Eye, were produced, detailing the work of the Trust and other matters relating to the Trust.

## **Financial Review**

The Trust maintains two accounts. A general account and a business account.

## **Investment Policy**

The Trust has no investments.

## **Reserves Policy**

The Trust's income varies from year to year due to a number of factors including opportunities to receive grant funding for projects, the level of donations from supporters, and the amount of funds raised from sales and other activities. Expenditure can also vary, particularly around which projects are being progressed in any particular year.

The Trust therefore needs to hold a minimum reserve that allows it to continue its day-to-day activities and committed annual expenditure.

Restricted funds represent monies set aside for particular projects or purposes and are administered in accordance with the instructions or intentions of the donors or the Trust's objective for which the funds were restricted. The Trust's unrestricted funds is therefore represented by the current balance less any restricted funds.

For 2018 the Trustees have agreed a minimum amount to be kept in reserve in the bank account of £2000.

Trustees will review this reserves policy annually.

## **Independent examiner's report**

For the year ended 31 December 2019

### **Report to the trustees of Caldon & Uttoxeter Canals Trust CIO**

I report on accounts of the charity for the year ended 31 December 2019, which are set out on pages 9 to 10.

#### **Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that neither an audit nor independent examination are required for this year under section 144 of the Charities Act 2011 ("the Charities Act), but have opted for a voluntary independent examination.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

#### **Basis of independent examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below

#### **Independent examiner's statement**

In connection with my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in, any material respect, the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act

have not been met; or to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Laura Bird CCFA(CIPFA)**

Abbeyfields

Church Lane

Draycott-in-the-Moors

Staffordshire

ST11 9AG



**CALDON & UTTOXETER CANALS TRUST**

**INCOME/EXPENDITURE AS AT 31<sup>ST</sup> DECEMBER 2019**

CUCT Accounts Summary for Year  
Ending Community Account

	<b>2019</b>	(restricted)	<b>2018</b>	
<b>Income</b>	(unrestricted)			
Membership subscriptions	£1,167.09			£1,283.09
Sales surplus	£0.00			£626.66
Audlem mill	£368.54			£734.21
Gift aid	£432.25			£1,595.88
Donations	£813.95			£1,791.65
Grants	£0.00			£0.00
Fraud recovery	£0.00			£0.00
Talks	£90.00			£230.00
Mileposts (donations and grant)		£699.00		£6520.51
Miscellaneous	<u>£0.00</u>			<u>£433.89</u>
	<b>£2,871.83</b>	<b>£699.00</b>	<b>£6,695.38</b>	<b>£6520.51</b>
<b>Expenditure</b>	(unrestricted)	(restricted)		
Insurance	£902.83			£798.90
Print and post	£556.27			£610.52
Stock	£134.29			£0.00
Meeting expenses	£10.00			£182.50
Membership expenses	£0.00			£0.00
Subscriptions	£54.00			£114.00
Secretary's expenses	£0.00			£0.00
Work Parties	£958.04			£682.60
CVLLP	£0.00			£0.00
Miscellaneous	£170.00			£235.00
Mileposts		£2,187.98		£6919.94
Fraud	<u>£0.00</u>			<u>£0.00</u>
	<b>£2,785.43</b>	<b>£2,187.98</b>	<b>£2,623.52</b>	<b>£6919.94</b>
Difference (Income - expenditure)	<b>£86.40</b>	<b>-£1,488.98</b>		

Current Account balance 1 Jan	£12,221.92			£8,760.62
Current Account balance 31 Dec	<b>£11,296.46</b>			<b>£12,221.92</b>
Savings Account				
		<b>2019</b>		<b>2018</b>
		General	Froghall	General
		(unrestricted)	(restricted)	(unrestricted)
Receipts	B\F		£8,027.87	£5,005.68
Transfer from C\A				£5000.00
Interest		£14.71	£9.17	£9.12
sub totals		£8,042.58	£5,014.85	£8,027.87
Expenditure		£0.00	£0.00	£0.00
Total		<b>£8,042.58</b>	<b>£5,014.85</b>	<b>£8,027.87</b>
Savings Account balance 1 Jan		£8,027.87	£5,005.68	£13,018.75
Savings Account balance 31 Dec		£8,042.58	£5,014.85	<b>£13,033.55</b>
		<b>£13,057.43</b>		

**CALDON & UTTOXETER CANALS TRUST**

**STOCK RECONCILIATION AS AT 31<sup>ST</sup> DECEMBER 2019**

Stock Reconciliation

Opening Stock			Closing Stock		
	31/12/2019	31/12/2018		31/12/2019	31/12/2018
CUCT Stall	£624.09	£767.54	CUCT Stall	£560.69	£624.09
Investment Stock	£1426.68	£1,476.39	Investment Stock	£1397.09	£1,426.68
Cheddleton Tea Rooms	£126.06	£122.53	Cheddleton Tea Rooms	£195.21	£126.06
		£2,366.46			£2,176.83
Purchases	£134.29	£0.00	Sales	£477.12	£626.66
Sales	£318.99	£47.03			
	<b>£2630.11</b>	<b>£2,803.49</b>		<b>£2630.11</b>	<b>£2,803.49</b>

**Asset Bridge 70**

Staffordshire Moorlands District Council transferred title of Bridge 70 to CUCT on 16th January 2016 for the sum of £2.00. The bridge has not been included as an asset in the balance sheet due to its low purchase price and the difficulty in valuing the bridge other than for build costs.

The significance of Bridge 70 as a Heritage asset is that it is the original bridge from the date of the canal construction and forms a footpath link across the valley. Without the bridge it would not be possible to cross the remnants of the canal to gain the statutory access to either side. The footpath is well used and a bridge other than the original would not be in keeping with the landscape.

Bridge 70 has not been revalued since it is an isolated construction and its value lies only in its heritage. The land which it traverses is effectively a canal and therefore of no commercial use and the bridge itself serves as a footpath thereby negating any other form of use.

Bridge 70 is to be maintained under the conditions of the CPO in force, for this reason CUCT insure the bridge for a rebuild value of £350,000, this will be reviewed every 5 years.

£5000 is ringfenced for the Froghall Tunnel Survey

Signed for the Trustees

.....

Position .....

Name (Printed) .....

Date .....