

**FRIENDS OF OYSTERMOUTH CASTLE  
(THE FRIENDS)**



**Registered Charity No 1011377**

**Financial Statements Year Ended 31st December 2024**



**Registered Charity number:**

1011377

**Registered address:**

7 Libby Way  
Mumbles  
Swansea  
SA3 4LB

**Trustees:**

Paul Lewis	Chair & Trustee
Marie Hughes	Secretary & Trustee
Gerallt Williams	Treasurer & Trustee
Sian O'Neil	Trustee
Clive Hughes	Trustee
Michael Eames	Trustee
John Marvelley	Trustee
Chris Oldfield	Trustee

**Independent Examiner:**

Bevan Buckland LLP  
Ground Floor Cardigan House  
Castle Court  
Swansea Enterprise Park  
Swansea  
SA7 9LA



## **Trustees Annual Report Year ended 31st December 2024**

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

The Friends is an unincorporated association registered with the Charity Commission. The management committee adopted its constitution in July 2012. The Friends members elect management committee members from its members at the Annual General Meeting or Extraordinary General Meeting.

### **2. Licence to operate**

The City and Council of Swansea (the 'Council') own the freehold premises of Oystermouth Castle.

Under the terms of a Licence to Operate (the 'Licence') The Friends and authorised guests are permitted non-exclusive use by the Council to use Oystermouth Castle as a Heritage Visitor facility. The Licence provides that the Friends may retain any income arising from the use and operation of Oystermouth Castle, less an annually agreed contribution towards the cost of maintenance of Oystermouth Castle.

### **3. Financial Review**

#### **3.1 Income & Expenditure**

See attached appendix 1 accounts as independently examined for the Friends of Oystermouth Castle by Bevan Buckland LLP, Chartered Accountants, tax and financial planners.

The income this year was slightly down on the year to £63,400.69 this was due to the castle not operating fully until May 2024 this was because a delay by the council in not ensuring safety measures were in place.

The total amount of unrestricted funds as of 2023 was £188,030. As of 2024 it is £221,400. There were no restricted funds in either year.

The accounts have been prepared on receipts and payments basis in accordance with the Charities Act 2011.



#### **4. Bank Account**

The Friends have banked with NatWest since 2015. We presently have three accounts, namely a current account, grant account and a savings account.

A portion of income is held in the current account to cover:

1. Essential Costs
2. Prior agreed events at the Castle which are arranged by the Council
3. Materials purchased for the Friends use
4. All functions which are the Friends responsibility e.g. AGMs, insurance, accountancy fees
5. The Friends contribution towards the Castle conservation
6. Other sundry items

#### **5. Public Benefit Statement**

The Friends objectives are to provide access and presentation at the Castle. The Friends promote the history and heritage of the site to visitors and provide a venue for local schools, colleges and universities. The Castle hosts medieval re-enactments and living history societies, which recreate all aspects of life during the Middle Ages.

We have managed to run guided tours three times a week in July, August and September, organise Easter bunny, Halloween and Christmas events and have 9 educational school tours. We have liaised with the schools to ensure their visits fit into the school's curriculum, they have workbooks which have been compiled by the Friends and vetted by the schools to assist with the tour. We are aiming to expand this further by working with Cynefin into a second term to put in place activities including a three-dimensional computer program so that the children can review or prepare their visit.

#### **6. How we fulfilled our Aims**

The Friends set up a training programme for potential new tour guides to shadow our experienced guides and we are continuing this by making a more structured approach. The programme of guided tours last year provided us with useful positive feedback for the trustees. As a result, this coming year we will be providing one tour on a Wednesday, Thursday, Friday and a Sunday.

The trustees have reviewed their strategic aims and objectives to enhance the way we do business. To enable us to comply with legislation regarding young and vulnerable people a number of the friends have been DBS checked.



## 7. Special Events and Year Highlights

The past year has seen the trustees engaging with local Swansea Council representatives to with the aim to enhance the profile of the castle.

The volunteer numbers have increased slightly since reopening, but we are always looking for volunteers to join and commit whatever they can to help keeping the castle opening and functioning effectively.

During the past year the Friends formed separate teams, for tour guides, events organisation, odd jobs and extended their connections with the Ostreme Theatre Players, who gave magnificent support when called upon.

The Friends and Swansea Council are still engaged with Hiraeth Architecture to carry out the next stage of our feasibility study. The proposals we are now looking to put in place include a new reception area, educational area, shop, toilet facilities, exhibition area etc. These proposals have been helped by a grant of £148,020.00p from the UK shared prosperity fund as part of the UK government levelling up agenda. The Friends have contributed to this project by paying for additional ecology and structural reports and pre-planning enquiries. Hiraeth on behalf of the Friends of Oystermouth castle are working with surveyors, CADW and Swansea council to submit planning application by 31<sup>st</sup> March 2025. When this stage is completed, we will move onto the build stage which is estimated to be in excess of £3 million, the castle will then be in a position looking forward to giving a better experience for visitors improved working conditions for the Friends and we will be able to put on more events.

## 8. Future Plans

- Ensure the Castle is a safe and presentable building for the Friends and its visitors
- Tent savings can be used as match funding with Feasibility Study improvements made
- Grant Applications will be required when Feasibility Study improvements made
- Wales Culture Grant to be set against Hiraeth fees and future improvements
- More structured training and recruitment procedures to apply
- More signage
- Use of QR codes in signs and leaflets
- Introduce improvements in line with the grant money received
- Continue to raise funds to give a secure future for our work.
- Continue to work in partnership with others to fulfil our aims.
- Continue to engage with the local community to further and enhance the knowledge of the Castle's history and continuing story
- Promote the Castle as a community attraction that local people want to visit on a regular basis
- Our overall assets in the bank accounts has now risen to £220698.73p It is our intention to use this money to match fund any grants we will obtain to improve the new reception etc when planning has been granted.



## 9. Volunteer Help in 2024

The trustees have been overwhelmed by the help and support that the Friends have given to the Castle and wish to record their sincere thanks to all who have kept the Castle open and enjoyed by the public.

Looking forward we presently have 50 potential 'friends of Oystermouth Castle' for this coming year and recently held a recruitment campaign which has drawn interest from potential new members.

The events team are always looking for help with the productions they put on at the castle, no special skill is required only plenty of enthusiasm.

## 10. 2025

Looking forward, let us hope that this year is a successful one, and we continue to make progress. With a number of big issues in the pipeline we can look forward with great optimism to make the castle one of the cornerstones for attracting visitors for the county and benefiting our local community.

Appendix 1

Paul Lewis  
Chairman  
19<sup>th</sup> March 2025



**CC16 Receipts and payments accounts**

From	01/01/2024	To	31/12/2024
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**Section A Receipts and payments**

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Donations & legacies	1,934	-	-	1,934	586
Charitable activities	56,842	-	-	56,842	72,015
Other trading activities	10,472	-	-	10,472	9,681
Investments	1,958	-	-	1,958	835
Grants	99,957	-	-	99,957	-
<b>Sub total (Gross income for AR)</b>	<b>171,163</b>	<b>-</b>	<b>-</b>	<b>171,163</b>	<b>83,117</b>

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>171,163</b>	<b>-</b>	<b>-</b>	<b>171,163</b>	<b>83,117</b>



	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A3 Payments</b>					
Raising funds	17,824	-	-	17,824	13,934
Charitable activities	2,079	-	-	2,079	10,062
Castle maintenance	-	-	-	-	5,030
Admin expenses	14,986	-	-	14,986	2,297
Repairs and cleaning	1,175	-	-	1,175	2,703
Bank charges	720	-	-	720	930
Insurance	496	-	-	496	491
Sundry	556	-	-	556	397
Future Developments	99,957	-	-	99,957	-
<b>Sub total</b>	<b>137,793</b>	<b>-</b>	<b>-</b>	<b>137,793</b>	<b>35,844</b>

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>137,793</b>	<b>-</b>	<b>-</b>	<b>137,793</b>	<b>35,844</b>
<b>Net of receipts/(payments)</b>	<b>33,370</b>	<b>-</b>	<b>-</b>	<b>33,370</b>	<b>47,273</b>
<b>A5 Transfers between funds</b>		-	-	-	-
<b>A6 Cash funds last year end</b>	188,030	-	-	188,030	140,757
<b>Cash funds this year end</b>	<b>221,400</b>	<b>-</b>	<b>-</b>	<b>221,400</b>	<b>188,030</b>



**Section B Statement of assets and liabilities at the end of the period**

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Bank account	3,397	-	-
	Bank account	-	-	-
	Bank account	34,078	-	-
	Bank account	183,923	-	-
	Cash	2	-	-
	<b>Total cash funds</b> (agree balances with receipts and payments account(s))		221,400	-
		OK Unrestricted funds to nearest £	OK Restricted funds to nearest £	OK Endowment funds to nearest £
<b>B2 Other monetary assets</b>	<b>Details</b>			
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	<b>Details</b>	<b>Fund to which asset belongs</b>	<b>Cost (optional)</b>	<b>Current value (optional)</b>
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	<b>Details</b>	<b>Fund to which asset belongs</b>	<b>Cost (optional)</b>	<b>Current value (optional)</b>
	Stock	Unrestricted	1,870	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	<b>Details</b>	<b>Fund to which liability relates</b>	<b>Amount due (optional)</b>	<b>When due (optional)</b>
	Independent examination fee	Unrestricted	858	-
			-	-
			-	-



Signed by one or two trustees on behalf of all the trustees

Signature

Signature

Print Name

Print Name

Date of Approval

Date of Approval



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Independent  
examiner's report  
on the accounts

Section A

Independent Examiner's Report

Report to the trustees/  
members of

Friends of Oystermouth Castle

On accounts for the  
year ended

31<sup>st</sup> December 2024

Charity  
no  
(if any)

1011377

Set out on pages

1 – 10

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/12/2024**.

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.



**Independent  
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Signed:**

**Date:**

**Name:**

Michael Jones

**Relevant professional  
qualification(s) or  
body (if any):**

ACCA

**Address:**

Bevan Buckland LLP

Ground Floor, Cardigan House Castle Court, Swansea Enterprise Park,

Llansamlet, Swansea SA7 9LA