CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st January 2025 Period start date
To 31st December 2025 Period end date

Charity name: Action for Pangbourne Toilets Community Trust

Charity registration number: 1171411

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The provision of public toilets at Station Road, Pangbourne, Berkshire for the public benefit.
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	The day-to-day provision, cleaning and maintenance of Station Road public toilets, for the public benefit. Fund raising and securing grants to cover running costs, capital works and the necessary buildings and other insurance; leasing the building from the local authority.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	We confirm the trustees have regard to the guidance issued by the Charity Commission on public benefit; each trustee has confirmed in writing they have read and understood the guidance.

Additional information (optional)
You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	The Trust does not make grants.
Policy on social investment including program related investment	Para 1.38	No policy required as the Trust does not make investments, other than reserve money held in a deposit account which generates interest.
Contribution made by volunteers	Para 1.38	The Trust has approximately 80 supporters who donate funds or volunteer to assist with our fundraising and other activities. This includes helping to plan and fundraise at local events; distributing information leaflets; applying for grants, contributing ideas for our fund raising plans and updating social media.

		Additionally, volunteers carry out weekly inspections of the facilities to record any potential issues, as required by our Insurance Policy. The ongoing facilities management of the toilet block is managed by a designated Trustee, with assistance from a core team of volunteer supporters who carry out minor maintenance works. Volunteers also maintain shrubbery beds around the building.
Other		We work with other charities/community groups to enhance our facilities. This includes groups supporting stoma users and groups providing free female sanitary products

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	The Ladies and Gents facilities are available from 7am to 7pm, every day with a single unisex toilet available outside these hours thus providing facilities 24 hours a day. The disabled toilet is open 24 hours a day, 7 days a week and is accessible via RADAR key. These facilities are provided free of charge and have been available every day throughout the year, apart from when they are closed for modernisation work, when alternative facilities are made available. These are the only free public conveniences in Pangbourne and surrounding villages that provides 24 hour, year round facilities. Our users cross all demographics. The facilities are particularly valued by workmen/women who do not have access to other facilities. The facilities are checked each week by a rota of volunteers. This is a requirement of our Building and Public Liability insurance to ensure that issues are identified and dealt with in a timely manner. Minor maintenance has been carried out by Trust volunteers. This has included, fixing sticking doors, replacing failed lights, replacing faulty usage counters, replacing damaged donation boxes and maintaining shrubbery beds adjacent to the facility. Such work not only ensures that the facilities are maintained to an acceptable standard, but also reduces costs for the Trust. The usage counters show that the facilities have been used almost 28,000 times during the year.

		Our voluntary donation boxes are receiving around £21 per week (£1,100 per year). Both these show that the facilities are really valued by the local community. The Trust set itself a target to raise a minimum of £12,500 to ensure it had sufficient funds to cover the running costs for the following year before committing to a further 12 month cleaning contract. This was achieved. It was always the Trust's intention to build up a surplus of funds each year (over and above the running costs) to fund a refurbishment/modernisation of the facilities. A full modernisation of the Disabled toilet was completed in 2020, the modernisation of the Ladies completed in 2022, the modernisation of the Gents in 2024, and finally the modernisation of the single 'overnight' total in January 2025. The total modernisation cost was £86,000. We have received very positive feedback from our users following the modernisation. Voluntary donations have increased by 75%, and the use by over 2,000 pa from previous years.

Additional information (optional)
You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	The whole toilet facility has been modernised and the toilets kept open for 24 hours a day, 365 days a year.
Performance of fundraising activities against objectives set	Para 1.41	Objectives to raise the running costs one year in advance and build up a modernisation fund, all met.
Investment performance against objectives	Para 1.41	Not applicable – no investments.
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	A cash balance of £24,566 was held at year-end, of which £13,000 is the forecasted (2026-27) annual operating cost requirement.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	All money over and above that required for ongoing running costs is being built up as a fund to cover unexpected large maintenance costs and unforeseen problems with our fund raising (particularly from grants).
Amount of reserves held	Para 1.22	Reserves held are £11,566.
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	*There is a risk (albeit small at present) that* APT may not have sufficient Trustees to carry out the objectives of the Trust. One Trustee has retired and has successfully been replaced by a new Trustee. If we lose further Trustees and fail to recruit new ones then there becomes a significant risk of not being able to continue. There is also a risk of not raising sufficient funds to cover our annual running costs, but this is mitigated by always ensuring we have at least one year's worth of such costs in the bank.

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*	• Grants from local Parish Councils • Grants from charitable grant awarding trusts • Various fundraising activities • Local Council run lottery • Donations from Supporters • Donations from users
Investment policy and objectives including any *social investment policy* adopted	Para 1.46	The Trust does not make any investments.
A description of the principal risks facing the charity	Para 1.46	Failure of the Trust to raise sufficient funds to run the toilets. The Trust will not enter into any contractual obligation unless it has sufficient funds at the time. The grants from the local Parish Councils and matched funding from the Greenham Trust are not guaranteed and are applied for each year. These two elements provide the bulk of the running costs required each year.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Charity Commission (template) Constitution.
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation (CIO).
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	New Trustees have to be formally approved by existing Trustees and to have demonstrated commitment to the Trust's objectives and possess skills to help meet the objectives.

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	New Trustees must read the Charity Commission's Guidance on Trustee's Responsibilities and confirm in writing that they have done so. They also sign a GDPR consent form for the Trust to hold their personal details.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The Trust is managed entirely by the Trustees. No staff are employed and nobody receives any remuneration for their services other than expenses and contracts let to companies.
Relationship with any related parties	Para 1.51	No relationships with other parties.
Other		

Reference and Administrative details

Charity name	Action for Pangbourne Toilets Community Trust
Other name the charity uses	APT Community Trust and APT
Registered charity number	1171411
Charity's principal address	23, St James Close, Pangbourne, Reading, Berkshire. RG8 7AP

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	Brian John Hoskins	Chair		
2	Michael Edwin Fellows	Secretary		
3	Colin Philip Thoma	Treasurer		
4	Harriet Sophie Bird			
5	Alyson Ebbrell			
6	Jacqueline Anne Malcolm			
7	Rosemary Dorothy Nurick			
8	Anne Felicity Pethica			
9	Edward David *Probert*			
10				
11				
12				
13				
14				
15				
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17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None.
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	None.
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A.

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)

Exemptions from disclosure

Reason for non-disclosure of key personnel details

Other optional information

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)	Brian Hoskins	Mike Fellows
Position (eg Secretary, Chair, etc)	Chair	Secretary

Date 29/6/26

CHARITY COMMISSION
FOR ENGLAND AND WALES

Receipts and payments accounts

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For the period from	01/01/2025	To	31/12/2025

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 £
A1 Receipts					
Private Donations	1,283	200	-	1,483	5,671
Grants	4,120	6,867	-	10,987	4,520
Further fundraising	3,035	-	-	3,035	2,425
Match funding	6,881	200	-	7,081	6,676
Gift Aid	109	50	-	159	750
Other income	254	-	-	254	376
		-	-	-	-
	-	-	-	-	-
***Sub total** (Gross income for AR)*	15,681	7,317	-	22,998	20,419
A2 Asset and investment sales, (see table).					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	15,681	7,317	-	22,998	20,419
A3 Payments					
Cleaning	9,518	-	-	9,518	8,786
Repairs and maintenance	517	-	-	517	804
Professional fees	-	-	-	-	-
Utilities	1,689	-	-	1,689	1,804
Insurance	943	-	-	943	1,075
Premises upgrades	95	7,317	-	7,412	27,674
Other costs	257	-	-	257	201
		-	-	-	-
	-	-	-	-	-
Sub total	13,019	7,317	-	20,336	40,344
A4 Asset and investment purchases, (see table)					
	-	-	-	-	
	-	-	-	-	
Sub total	-	-	-	-	-
Total payments	13,019	7,317	-	20,336	40,344
Net of receipts/(payments)	2,662	-	-	2,662	- 19,925
A5 Transfers between funds			-	-	-
A6 Cash funds last year end	21,903	-	-	21,903	
Cash funds this year end	24,566	-	-	24,566	- 19,925

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

Categories	Details	Unrestricted funds	Restricted funds	Endowment funds

B1 Cash funds

	to nearest £	to nearest £	to nearest £
	24,566	-	-
	-	-	-
	-	-	-
Total cash funds	24,566	-	-

(agree balances with receipts and payments account(s))

OK OK OK

B2 Other monetary assets

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

B3 Investment assets

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-

B4 Assets retained for the charity's own use

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

B5 Liabilities

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
		-	
		-	
		-	
		-	
		-	

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

	Signature	Print Name	Date of approval
Secretary	M E Fellows	M. E. FELLOWS	26/01/26
TREASURER		C. P. THOMA	26/01/26