Swaffham Mens Shed - Trustees' Annual Report.

Charity No. 1191833.

Period 01/04/25 – 31/03/26.

Our objectives: To provide a safe community space for men to connect, converse, create, share and learn new skills. The aim being to help reduce loneliness, isolation and deal with mental health challenges.

Our activities: Our main activity has been woodworking based, but there are other interests available to shed members, such as model trains, badge making, etc.

Our achievements during this period: Our most important achievement is being able to help our members who need support and give them some purpose and even stability. Our membership has an age range between 30 to 90, all with varying needs and wants, and try to offer help, where it's needed.

Our plans for the future: Now that we have built an extension to our shed, it gives members access to a small but functional workshop as well as a separate area for alternative activities and relaxing. We are in a strong position to move forward.

Financial Review for this period: We have not received any Central Government funding during this period. We did however, receive a £500 grant from Breckland District Council. We have not carried out work outside of the UK and have not been involved with any trading subsidiaries. No Trustee payments have been made, and we do not employ any staff. We have no debts but continue to be grateful to our landlord "Swaffham Rugby Football Club" where our premises are located. We hold no reserves, other than the balances held in the bank accounts. No other funds are held by anyone, and there are no concerns about the Charity's future.

Our Membership: We have a varied membership, some of whom suffer with autism, dementia, partial sight, cancer and mental health issues, etc. All can mix and join in with our activities, without the need for carers.

Our involvement with local community: We try to have a presence within the local community, and are asked if we can assist in mending or making items for use within the community.

We declare that there were no serious incidents during this period.

Signed.

Dave Hutchings

Swaffham Men's Shed Chairman

Swaffham Men's Shed Accounts

For the Period 1st April 2025 to 31st March 2026

Cash Book

Opening Balance B/fwd.	£8,723.09
Add Income during the period	£4,918.89
	£13,641.98
Less Expenditure during the period	- £2,480.81
Balance as at 31st March 2025 C/fwd.	£11,161.17

Bank Reconciliation

Account Balances:	
Nat West Current Account	£1,136.85
Nat West Reserve Account	£2,008.39
Nat West 35 Day Account	£1,013.68
Nat West 95 Day Account	£6,902.25
Petty Cash & Change Float	£100.00
	£11,161.17

I confirm that the year-end bank reconciliation has been prepared based upon the cash book records seen, and bank account and petty cash records available.

Signed..... A.Bowser

Dated …… 25th April 2026.

Carried out by: Tony Bowser, SMS Treasurer.

SMS ACCOUNTS for period 1st April 2025 to 31st March 2026.

A review of the Swaffham Men's Shed Accounts, and supporting documents provided has been carried out.

Accounting Books: All transactions are entered on an income & expenditure basis, with purchase invoices and income received, filed in calendar order. An analysis of the income and expenditure was maintained, using a spreadsheet template, obtained from the UK Men's Shed Association.

Financial regulations, payments and VAT: An inspection of high value payments (exceeding £100) was performed. Although these payments were supported by a receipt, expected evidence, demonstrating approval had been given, did not occur throughout the first half of the year. Steps have been taken to improve the processes followed, supporting a Financial Controls Policy (adopted Jan'26).

Petty Cash payments: During the year, the petty cash and change float controls were tightened, with named individuals being responsible for floats held. Petty Cash being re-imbursed periodically by the SMS treasurer, supported by receipts. In addition, a change float is being held by the SMS treasurer for use at events. As the amounts being held are deemed minimal (£50 each), periodic reconciliations were deemed unnecessary.

Salaries and Wages: Salary and Wage payments are not applicable, as Swaffham Men's Shed do not have any employees.

Bank Account reconciliations: The current SMS treasurer took over the duties, part way through the year. Monthly bank account reconciliations were introduced during the second half of the year. The year end Bank Account Reconciliation was prepared by the SMS treasurer, based upon the accounting and bank account records held. These were signed off by the SMS Chairman.

Review carried out by: …David Smith…(member of the Swaffham Mens Shed).

Signed….D.Smith……

Dated…9th June 2026……..……