CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 23rd November 2024 To 22nd November 2025

Charity name: FRIENDS OF THE WESTWARD HO PARK

Charity registration number: 1192894

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To promote for the benefit of the inhabitants of, and visitors to Westward Ho! the provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the condition of life of the said inhabitants
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	Fundraising to help provide facilities for recreation or other leisure time occupation. Working in conjunction with Northam Town Council (owners of Westward Ho! Park), to provide feedback to and from local community. Providing volunteering opportunities including, but not limited to, maintaining the flowerbeds and planting within the park.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have complied with their duty to have regard to the guidance issued by the Charity Commission on public benefit.

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

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	

Contribution made by volunteers	Para 1.38	We acknowledge the work of the gardening volunteers, who work with the local town council, and who maintain and effect the planting and upkeep of the flower beds and vegetable boxes within the park. The hours of the gardening volunteers are recorded regularly, so that they may be used in relation to match funding with regard to grant applications. The gardening hours for the reporting period were 983 hours. The volunteers are also to be commended for their work at Northam May Fair, selling plants and promoting the charity.
Other		5 people have joined the Volunteer Gardeners during the reporting period.

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	FOTWHOP members have continued to remain involved with Northam Town Council, ensuring that they are working together towards a common goal. The council is currently trying to decide what to do with the pavilion building. The 200 Club continues to run – with some 130 numbers allocated as of November 2025. This funding stream allows the charity to fund additional planting in the park. This is down on the previous year, which can be put down to the rise in the cost of living. Members of the FOTWHOP committee attended Northam May Fair where they ran a plant stall, and also collected the subscriptions for the next 200 Club year (running from May 2025 – April 2026).

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

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
		The charity does not hold any investments.

Investment performance against objectives	Para 1.41	
Other		As Friends of the Westward Ho! Park (FOTWHOP) work closely with Northam Town Council, helping to shape the refurbishment of the park, much of work of the charity is guided by what the Town Council Park Committee needs and permits. The charity has a good working relationship with the local town council, which helps to ensure that Westward Ho! Park is an area that all members of the community, inhabitants of the wider local area, visitors and holidaymakers alike can use, and is an area that provides opportunities for all, and is shaped by the community. The chair of FOTWHOP and the Volunteer Gardeners Coordinator continue to be invited along to the Parks and Recreation – where they present a report about how things are going, and to bring to light any issues that are faced.

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	At the end of the period the charity had a balance of £10765.28 The income received was £2232.78, and the expenditure was £1062.33 Income sources are from the 200 Club, donations from individuals, online charitable donations (such as Easyfundraising). The expenditure has been for planting for the park, and the winnings of the 200 Club, and payments for lottery licence and stalls at May Fair. From the balance at the end of the reporting period, an amount of £325 is ringfenced to cover the future payouts of winnings from the 200 Club, which runs until 20th April 2026. The charity also grants the volunteer gardeners a sum of £500 per year to spend on planting for the park. The financial position is sound, and the money held allows us to continue to support the refurbishment and regeneration of Westward Ho! Park.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The charity does not hold any reserves within a separate bank account. We ensure that there is sufficient money to cover the winnings for the 200 Club, and also to cover the amount given for planting in the park.
Amount of reserves held	Para 1.22	
Reasons for holding zero reserves	Para 1.22	The funds held by the charity are available for use in meeting the aims of the charity.
Details of fund materially in deficit	Para 1.24	No funds in deficit
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	There are no uncertainties about the charity continuing as a going concern.

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	In the year November 2024 – 2025 the main regular funding source has been the 200 Club. Grants are applied for when a specific project has been identified and acknowledged that it is within the remit and ability of the charity to fulfil / complete the project within a specified time frame. In the past year there have been no grants applied for.
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Friends of the Westward Ho Park is a Charitable Incorporated Organisation, governed by its constitution dated 22nd December 2020, and is registered as a charity with the Charity Commission
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	The charity is a Charitable Incorporated Organisation.
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	Trustees are selected by vote at the AGM. Members of the charity are invited to nominate trustees prior to the AGM, when they are informed about which trustee is retiring (as required by the constitution). Within the details about the AGM and the retiring trustee there is a statement from the retiring trustee regarding whether they are prepared to stand again as a trustee.

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	

The charity's organisational structure and any wider network with which the charity works	Para 1.51	The charity has a committee to help organise and run fundraising and events. During the reporting period, two of the trustees were members of the committee. It is within the remit of the committee to coordinate the volunteers, including the volunteer gardeners. It is within the remit of the committee to ensure that any volunteering work carried out in the park is carried out within the rules set out by Northam Town Council for such work. The gardening volunteers have a Lead Gardening volunteer / Volunteer Gardener Coordinator who is a member of the committee. It is the job of the Lead Gardening volunteer to ensure that the details of the volunteers are shared with Northam Town Council so that they are covered by insurance, to keep a record of the hours worked by the gardening volunteers, to keep a record of any additional plants added to the park (so that the list can be updated), and to ensure that they liaise with the committee and Northam Town Council before engaging in any gardening work that may be outside their remit / considered hazardous (e.g. use of powered tools, planting of trees)
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Friends of the Westward Ho Park
Other name the charity uses	FOTWHOP
Registered charity number	1192894
Charity's principal address	39 Nelson Road, Westward Ho!, Bideford, Devon EX39 1LQ

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	Christine Hutchins	Chair		
2	Ian Harrison	Treasurer		
3	Caroline Baynton			
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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	Not applicable
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	Not applicable
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Not applicable

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

Christine Hutchins is a foster carer and Shared Lives carer and so public details of her phone number and address together with her name could put vulnerable young people and adults at risk

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)	Christine Margaret Hutchins	
Position (eg Secretary, Chair, etc)	Chair	
Date	19th September 2026	

FOTWHOP 2024-2025 ACCOUNTS

Registered Charity Number 1192894.

DATE	ITEM	cr.	dr.
29/11/24	200 club McGuirk so	3.00	
02/12/24	B Potts s/o	2.00	
30/12/24	200 club McGuirk so	3.00	
02/01/25	200 club B Potts s/o	2.00	
	B Potts 200 club prize		20.74
27/01/25	H Brading 200 club prize		23.37
	TDC draw registration c/n 00014		20.00
29/01/25	200 club McGuirk so	3.00	
03/02/25	200 club B Potts s/o	2.00	
07/02/25	200 club prize c/n 00020		46.75
	Northam TC		24.00
	Northam TC		12.00
11/02/25	Easy fundraising	27.52	
17/02/25	c/n 00017		20.75
21/02/25	C Baynton 200 club prize		23.37
28/02/25	200 club McGuirk s/o	3.00	
03/03/25	200 club B Potts s/o	2.00	
20/03/25	200 club W Farr	2.00	
24/03/25	H Brading 200 club prize		23.37
31/03/25	200 club McGuirk s/o	3.00	
22/04/25	200 club prize Grosch		25.00
	Plants B Potts		105.94
29/04/25	200 club prize McCarthy		108.12
25/04/25	200 club receipts April	377.00	
06/05/25	Mayfair deposit	504.60	
13/05/25	Easyfundraising	15.16	
21/05/25	200 club Baynton		30.50
31/05/25	200 club receipts May	614.00	
09/06/25	Cash deposit	94.15	
	200 club cheques	156.00	
	200 club cash and cheques ex CH	302.00	
23/06/25	200 club prize Heard		15.50
	200 club prize Griffin		31.00
	200 club prize Laws		15.50

Bal.

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11,220.23
11,189.23
11,173.73

31/06/2025	200 club receipts June		15.00	
21/07/25	Plants B Potts			140.84
	200 club prize Heard			15.62
22/07/2025	200 club prize Price			31.25
29/06/25	200 club s/o McGuirk		3.00	
07/08/25	B Potts plants			43.97
14/08/25	Easy fundraising		24.10	
21/08/25	200 club 1st prize B Potts			31.25
	200 club 2nd prize S Carder			15.62
29/08/25	200 club s/o McGuirk		3.00	
22/09/25	W Farr 200 club		7.00	
23/09/25	D Holmes 200 club win			15.62
29/09/25	200 club s/o McGuirk		3.00	
08/10/25	Chq 00021 200 club prize			15.62
21/10/25	Garside 200 club win			16.25
29/10/25	200 club s/o McGuirk		3.00	
31/10/25	B Potts plants			78.76
03/11/25	Grosh 200 club win			16.25
	Plants B Potts			13.00
21/11/25	Farr 200 club win			32.50
?	200 club s/o McGuirk		3.00	
01/12/25	200 club prize Harrison			33.25
24/12/25	200 club 2026 number/donation		33.25	
	200 club prize Price			16.62
	200 club s/o McGuirk		3.00	
29/12/25	Payment Prance		20.00	
			2,232.78	1,062.33

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