

The Ancient Borough of Colyford - Recognition as a Charity for Tax Purposes with HMRC

Why Use the Ancient Borough - It has a "track record" and is widely known and covers all of Colyford. Progress with the Stop Line Way requires Colyford to have an organisation to represent it with DCC and EDDC.

Advantages of Registration with HMRC: Public Standing and Confidence for Funders that we have a Constitution and are run properly; Tax Relief on Bank Interest; Gift Aid on Donations by Tax Payers. The Ancient Borough cannot yet register with the Charity Commission because its annual turnover is less than £5,000.

What do we need to do?

1. Appoint an "Authorised Official" to deal with HMRC – Suggest whoever is Clerk.
2. Appoint between 2 and 4 "Responsible Persons" (Trustees) - Suggest Mayor, Clerk, Treasurer, and 1 other.
3. Official Address – suggest that of the Authorised Official.
4. Need an approved Constitution – suggest the attached and seek approval of an EGM of Burgesses to it
5. Geographical Area of Operation- suggest Colyford and the surrounding local government areas of Colyton; Seaton; Axmouth; Musbury; Southleigh and Northleigh.
6. Need most recent Annual Accounts and copies of last 3 months bank statements.
7. Need to define our Charitable Objects and the Public Benefit arising from each one:

Charitable Objects	Public Benefit
The Advancement of the area's heritage through maintaining historic traditions- including organising "Beating the Bounds Walk"; the Annual Mayor's Dinner(which aims to break even financially); maintaining historic artefacts of the Ancient Borough such as the Mace, Truncheon, Handcuffs, etc. ; and supporting the Annual Goose Fayre	These activities are available to the public at large and are either free or a small charge to cover costs is levied. Helps to bind social and community cohesion through involving people of all ages, races and creeds in the historic traditions of Colyford.
The Advancement of Environmental Protection. The Ancient Borough owns some land within the boundary of the Axe Valley Wetlands and works with the local district council (East Devon) to promote the conservation of species and flora.	The Ancient Borough makes this land available for public access through arrangements with East Devon District Council.
The Advancement of Citizenship and Community Development through finding volunteers to promote activities in the area of benefit.	The Ancient Borough promotes the CPRE's Best Kept Village Competition through recruiting volunteers to help with litter picking. The public benefit is a much pleasanter and tidier village. See also below as volunteers are doing much of the organisational and negotiating work with landowners.
The Advancement of Health and the saving of lives. The Ancient Borough is the lead partner with Devon County Council and East Devon District Council in developing an off road solution to the Stop Line Way Cycle Track between Seaton and Colyford.	A much safer cycling and walking route for persons travelling between Seaton and Colyford

8. Need to give security information to HMRC re Authorised Official and Responsible Persons i.e. NI Number; Copy of Passport page with photograph; utility bill.
9. Need to provide HMRC with bank details.