

## **PLOT 22 Trustee Annual Report for period 1 October 2022- 30 September 2023**

Prepared by EH January 2024 on behalf of: PLOT 22 CIO // Reg Charity number: 1165624

### **Introduction from Chair of Trustees, Bunty Dann**

The period covered in this report has seen the embedding of even stronger community roots and the expansion of people and place.

Through funding, partnerships and collaborations, Plot 22 has connected with 40 community services from across Brighton & Hove. These services have brought groups, referred people and promoted opportunities, meaning over 1,500 adult visits, and over 130 children's visits took place across the year. Enabling a growing community to benefit from, and contribute to, this beautiful, loved, inspiring, food growing, open air space.

The design, set up, management and maintenance has been possible through the strength of the team of people who bring their skills and knowledge and provide a unique experience that welcomes all to connect with nature, each other and to share food together.

The progression route for volunteers has been established this year seeing volunteers inducted, trained, mentored, encouraged to lead where appropriate and become Trustees within Plot 22, we have also seen team members gain employment and start education courses.

This is the second year (of three) of our main grant from the Lottery and we have been able to increase the frequency of some project sessions, hosting three sessions a day on several days of the week during the summer months and sessions continuing throughout the winter. With an additional plot space, we have been able to provide twice the growing space along with more shelter from rain enabling more sessions during the winter months, so we have been able to meet the additional demand from the community.

We are going into our third and final year of the main lottery grant and we have built up our reserves to provide a bridge whilst we apply for funding and develop further income streams. These will be challenging times ahead in this economic environment, but we have been able to start to put resources in place so that we are in a position of strength to move forward.

Bunty Dann, Chair Plot 22

### **Site of operations:**

PLOT 22 Weald Allotments, Weald Avenue, Hove, BN3 7JN Postal address: 32 Ruskin Road, Hove, BN3 5HA

### **Objectives and Activities: Summary of the purposes of the charity as set out in its governing document:**

1. To provide facilities for recreation or other leisure time occupation by providing an area for use as a community garden and allotment and other activities for individuals in Brighton & Hove and the surrounding areas, 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.
2. To advance education for the public benefit in the subjects of horticulture, healthy eating, conservation of natural resources and improvement of wildlife diversity, in particular by providing opportunities for learning in and around the community garden/allotment.
3. To advance health by the promotion of i) physical exercise through gardening ii) therapeutic horticulture iii) healthy eating, for individuals in Brighton, Hove and surrounding areas 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.

**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:**

In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit, including the guidance on public benefit and fee charging. PLOT 22 relies on grants and the income from donations, hire fees and workshop ticket sales to cover its operating costs. The trustees give careful consideration to the accessibility of PLOT 22 for those on low incomes.

**Funded Projects:**

**Now into our second year of a three year grant, this stability has enabled steady collaborations with community partners, enabling more beneficiaries to visit PLOT 22 and benefit from participating in the space. We continue to see steady numbers of referrals/demand:**

- We secured further NHS/SMI funding to enable Millview Hospital OT Team to bring small ward groups weekly to PLOT 22 for lightly hosted sessions (until Dec 2022).
- Our Growing Together project dedicated to older isolated people and those living with dementia and their carers secured additional funds allowing it to run fortnightly and reduce waiting lists.
- We continued to run collaborative sessions with Switchboard who bring LGBT folk living with dementia for a group session once a month (Rainbow Cafe). And this year we collaboratively ran a new Grief Project with them providing a lightly facilitated outdoor space in which to explore grief and loss.
- Community partner Sensing Friends (young people with sensory impairment) continued to use PLOT 22 on a regular basis especially during the warmer months.
- Thyme & Space our project for women only also now runs fortnightly.
- All our projects continued through the winter months due to popular demand.

- Our weekly Tuesday volunteering sessions for adults continues to be the engine of the plot. Here we see higher numbers of men, most referred via social prescribing routes.
- We have established progression routes for role development within and across our projects. Several participants have also gone on to further study or employment this year. One has been accepted onto a residential year of professional study with RHS. They said the confidence gained from volunteering at PLOT 22 was a supporting factor in helping them take this step. Our team of paid session facilitators expanded to 10, all have previously volunteered with us.

### **Developments:**

- We saw a rise in self-referrals and also referrals via health professionals/social prescribing across 40 community services.
- We also hosted groups from a range of new community partners (including: Release, Lifestages, Changes Ahead). With the space booked for 3 sessions a day on several days of the week during the summer months.
- We developed our wildlife education work this year, hosting 12 family friendly Nature Discovery sessions and 2 further 24-hour Bioblitz days. This work was funded by the Fonthill Foundation. We worked with community partners to reach parents and children with greater barriers to access. We also brought in guest experts to host workshops focusing on specific areas: bats, moths, pond life, plant ID. These were very popular with demand for more.
- In autumn 2023 the council confirmed our tenancy of the neighbouring plot. This extra land has doubled the size of our growing and activity space, improving the experience for all: More space to grow, harvest and engage in activities. More undercover space for tender plants and all-weather cover for people.
- This year we introduced Induction sessions for new volunteer participants and a new impact evaluation tool.
- We have welcomed 2 new members to the board of Trustees: Charlotte Evans (who formerly led our Dementia Inclusive Gardening project) and Vanessa Mayor (Treasurer).

### **Challenges:**

- As we came out of the Covid pandemic we have felt the impact of inflation and the increased 'cost of living'.
- Our running costs are increasing as additional funding sources are being squeezed.
- Community partner capacity to accompany groups or help people attend for the first time was greatly reduced during winter 22/23, especially among grass roots organisations.
- An extended period of restructuring has been taking place across local Family Hubs and this disrupted the delivery of some of our projects for families.
- Barriers to engaging those with less support, especially the chronically isolated or those with progressive illness/aging. Travel buddy support available is only short term or takes a long time to set up. This has meant that those without family support are less able to attend. We are developing our own volunteer buddies but the roll out of this will be funding dependent.

- The first six months of 2023-24 are the final six months of the National Lottery three-year funding period which is the single largest fund secured by the charity. This funding has covered the majority of the core costs, along with the delivery of specific sessions, and alternative forms of funding continue to be sought, some of which have already been successful. A second bid has been submitted to the National Lottery for another three-year funding period, the outcome of which is uncertain at this time.

**Achievements and Performance 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:**

**Delivered this year:**

333	funded project sessions
30	community partner sessions (hires)
31	volunteer lead session (poetry, meditation, skills workshops)
1513	adult beneficiary visits
137	child beneficiary visits
115	first time visits

PLOT 22 is committed to outreach and collaboration with community partners as we recognise this is the best way to engage those hardest to reach and facing the greatest barriers.

Our 4 core projects serve the following groups:

- Adults experiencing mental health or wellbeing challenges (self referral/social prescribing/community partners)
- Women experiencing mental health or wellbeing challenges (self referral/social prescribing/community partners)
- Isolated older people and people living with dementia (community partners/social prescribing)
- Families and young people (working closely with Family Hubs and Community Partners)

These projects have been developed in response to demand from the community for outdoor activities and opportunities.

**Evidence of impact:**

Statistics are gathered via 6 monthly surveys and new (since March 23) before/after validated questionnaires:

- 156 respondents reported:
- 93% increased wellbeing
- 51% increased exercise
- 70% increased socializing
- 43% reported living with a disability

- Substantial qualitative feedback / long-form interviews / audio recordings and written case studies and photographs published on our website and newsletter bear this out.
- Established role progression for participants > support volunteers > sessional work/other employment/training/trustee role.
- Over 1000 freshly cooked hot plates of food served to participants annually using produce grown, cared for and harvested on site.
- Over 25 hours of advice and guidance sought by other projects from across the UK about how to set up/run a similar project in their area

## Quotes/Feedback

Read and hear stories in PLOT 22 participant's own words on our website:

<https://www.plot22.org/voices-from-the-plot>

*I notice I am less anxious and more positive, my mood improved.*

*I come along as a support to a friend who attends for health reasons - but I find myself supported by being at Plot 22*

*I couldn't have brought up my son without plot22. It really helped me last 8 years. We are so lucky to find it.*

*Helps me feel less lonely.*

*I'm able and encouraged to bend and move more after a long spell in ICU hospital last year. Also, I now occasionally exercise whereas before I volunteered I did not exercise at all.*

*I suffer from agoraphobia so leaving the house has been particularly hard. It took me a few attempts to get to Plot 22...Now I'm able to go there and it makes me feel safe and happy. It's helped me to try going to other new places. Like walks and college. It helps me feel less alone.*

*Before the group I hadn't socialized with others (except professionals) for a long time. Over the six months that I've attended I have got a bit more confident within the group with other regular attendees.*

*I enjoy being at Plot 22 and find it very peaceful and calming. It gives me a bit of a break from some mental health problems that I have.*

*I went from sitting down and lying down for most of days to slowly start building up muscles, strength and resistance.*

*I feel included and welcome, help me stabilize my mental health, feel I belong*

## Financial Review

This reporting period spans part of year 2 and year 3 of our main Lottery grant (£60K pa April 2021 to March 2024). This year we moved from using the JioSoft accounting package to Liberty online accounting package which has enabled all of the trustees to have viewing access of the

platform. It also meant we could take the payroll function in house (we were previously using Sussex Payroll Services). In July 23 we were pleased to recruit a new Treasurer who, as a professional accountant, brings valuable experience to the board and support to our CEO.

**Main grant awards in the reporting period:**

- £60K pa (180K National Lottery Communities Fund April 2021-2024 over 3 years)
- £12500 pa TSIP/BHCC (3-year grant 2020-2023 extended from 2024 - March 25)
- £8320 The Fonthill Foundation
- £6250 Sussex Community Foundation
- £3000 Ernest Kleinwort

**Reserves:**

During this period the trustees continued to review, and revise our Reserves Policy with a view to building up enough to maintain sustainable delivery post Lottery fund period.  
£30K were held in reserves as of 30 September 2023

**Going Concern**

The board of trustees are of the opinion that it is appropriate to prepare statements on the basis of a going concern as although there is significant uncertainty on whether our bid to renew our National Lottery funding will be successful we have prepared a fully costed budget to 31st March 2025 which provides a strong indication that the existing restricted, unrestricted funds and reserves are of a sufficient level to continue operating at the broadly the same level as at the present until that time, even if no further bids are successful.

**Structure, Governance and Management Type of governing document:**

Constitution

**How is the charity constituted:**

CIO // Association.

**Trustee selection methods:**

New trustees are appointed on the basis of having the appropriate skills, experience and relationship with the plot to ensure good fit. We are mindful to invite project participants and those from diverse backgrounds.

**Trustees:**

Bunty Dann - Chair

Terry Clegg - Treasurer (resigned 20 July 2023)

Jennie Smith (paid for professional services to PLOT 22)

Lynne Ridden  
Simon Rowledge  
Charlotte Evans (joined 19 January 2023)  
Vanessa Mayor - new Treasurer (joined 20 July 2023)

**Independent Examiner:**

Rachel Balchin  
Bulldog Accounting  
12 Brogdale Place, Faversham, Kent ME13 0AF Telephone: 07813 181340  
Email: rachel@bulldogaccounting.co.uk

**Declaration:**

The trustees approved this report for submission: minuted 8<sup>th</sup> February 2024

Signed on behalf of the charity's trustees

A handwritten signature in black ink, appearing to read 'Bunty Dann', is written over a light grey rectangular background.

Name: Bunty Dann  
Position: Chair

Date 8/7/24



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Plot 22		1165624		CC16a
Receipts and payments accounts				
For the period from	Period start date 01.10.2022	To	Period end date 30.09.2023	

## 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	4,492	-	-	4,492	1,794
Grants	1,833	90,068	-	91,901	103,759
Interest Recd	142	-	-	142	-
Other income	2,290	-	-	2,290	6,340
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>8,757</b>	<b>90,068</b>	<b>-</b>	<b>98,825</b>	<b>111,893</b>
<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>8,757</b>	<b>90,068</b>	<b>-</b>	<b>98,825</b>	<b>111,893</b>
<b>A3 Payments</b>					
Delivering Charitable Activities	2,409	43,819	-	46,228	41,373
Admin	14	2,619	-	2,633	3,023
Employee Costs	-	33,867	-	33,867	35,615
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>2,423</b>	<b>80,305</b>	<b>-</b>	<b>82,728</b>	<b>80,011</b>
<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>2,423</b>	<b>80,305</b>	<b>-</b>	<b>82,728</b>	<b>80,011</b>
<b>Net of receipts/(payments)</b>	<b>6,334</b>	<b>9,763</b>	<b>-</b>	<b>16,097</b>	<b>31,882</b>
A5 Transfers between funds	6,035	- 6,035	-	-	-
A6 Cash funds last year end	32,415	29,663	-	62,078	-
<b>Cash funds this year end</b>	<b>44,784</b>	<b>33,391</b>	<b>-</b>	<b>78,175</b>	<b>31,882</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>	Cash In Bank	44,784	33,391	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	44,784	33,391	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Pension Contributions	Restricted	153	05.10.23
	Salaries	Restricted	21	31.10.23
			-	
			-	

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval
		VANESSA MAYOR	02.07.24



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Plot 22

**On accounts for the year  
ended**

30 September 2023

**Charity no  
(if any)**

1165624

**Set out on pages**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **30/09/2023**

**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:**

21/2/24

**Name:**

Rachel Balchin FCA

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

ICAEW

**Address:**

12 Brogdale Place

Faversham

ME13 0AF