



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

Trustees' Annual Report for the period 1st Oct 2023 to 30th Sept 2024.

Charity name: **Plot 22**

Charity registration number: **1165624**

1. Objectives and Activities

1.1 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.

1.2 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.

March saw a programme of Lottery funded 'Garden Volunteers' sessions come to an end. Established to meet increased demand for an additional women-only group in the immediate aftermath of Covid, the sessions had gradually and expectedly subsequently diminished in importance.

Otherwise, in 2023/24 our funded projects focussed on delivery of four regular key sessions aimed at specific cohorts:

- **Thyme & Space** – for women facing mental health challenges such as depression and anxiety and / or recovering from abuse related trauma.
- **Growing Together** - for older people, people living with dementia, and carers
- **Family sessions** –providing access for families who don't have their own outdoor spaces
- **Tuesdays** –for a mix of adults who may also be receiving formal support, with a focus on inclusivity and supporting each other (comprising morning and afternoon taster sessions for new participants).

We continued to supplement our key sessions with a mixture of volunteer led events including monthly poetry and meditation meets, skills workshops hosted by guest presenters and collaborative ad hoc workshops with partner organisations.

1.3 Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit

Plot 22 Trustees have had regard to the guidance issued by the Charity Commission on public benefit.

2. Achievements and Performance

2.1 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.

In total we delivered 139 key sessions (including 40 Tuesday morning and 28 afternoon taster sessions).

Despite the number of key sessions dropping by almost 20% on the previous year (for reasons explained later in this report), total numbers of visits remained broadly consistent: 1045 adult and child spaces were attended in 23/24, compared with 1068 in 22/23.

Our key sessions were supplemented by an additional 42 sessions comprising:

- The final 12 Garden Volunteers sessions referenced above
- 17 volunteer led poetry and meditation sessions
- 7 skills workshops, and
- 6 sessions delivered in collaboration with partner organisations

Across the year, 169 new participants signed up as new Plot 22 members.

A significant body of academic research identifies numerous physical and mental wellbeing benefits associated with providing access to allotments. For example, Healthy Ageing is shown to be enhanced through increased sense of purpose, physical health, independence, reduced instances of falls and reductions in cognitive decline / need for dementia care. Benefits for people facing mental health challenges include reduced loneliness, depression, fatigue and stress, and improved happiness, self-esteem, sense of identity, purpose and perceived social support

Given the nature of our work, quantifying the precise extent of beneficial participant / societal impact is challenging for a number of reasons (ranging from the varying and complex factors impacting an individual's wellbeing to an understandable reluctance of many participants to become (or Plot 22 to treat them as) 'research subjects'.

However, of 60 participants who completed a validated evaluation survey in the reporting period, 98% reported increased wellbeing, 48% increased exercise and 75% increased socialising. These quantitative indicators of impact support and supplement the more nuanced qualitative feedback we gather on a regular basis. Examples include:

- 'I am very restricted in regards of my independence and spend most days at home, the plot is perfectly placed for access for me'.
- 'I feel included and welcome, help me stabilize my mental health, feel I belong'
- 'I couldn't have brought up my son without plot22. It really helped me (over the) last 8 years'.

3. Additional information

3.1 Achievements against objectives set

The cost-of-living crisis, ongoing legacy of Covid and increasing competition for decreasing levels of funding made 2023/24 a particularly challenging year for all working within the community and voluntary sector.

Against this general context, Plot 22 entered the year facing two additional significant challenges: our founder, Emma Houldsworth, decided to step aside as CEO after 13 years of leading day to day operations, and our primary source of funding, a three-year grant from the Lottery Community Fund, came to an end in March.

Successfully navigating these potentially existential challenges formed two of our primary objectives for the year, the third being maintaining provision of our key sessions. Ultimately, Emma's decision to step down as CEO has provided an opportunity to review and strengthen our organisational structure. Leadership duties are now divided across a management team comprising new CEO, Jim Mayor, Garden Lead Alison Whitehead and Coordinator Dee McDonald – an arrangement that enables Plot 22 to benefit from new insights and resilience, whilst retaining Emma's significant experience through her transition into an ambassadorial role.

In July we were delighted to discover that we had been successful in securing ongoing Lottery funding for a further three years. This new period of Lottery funding, which starts at the beginning of our next financial year, provides the platform that will enable Plot 22 to continue to deliver our established services, whilst investing additional resource into expanding that offer to a wider cross section of the local community in the form of additional sessions for new cohorts, and giving more focussed attention to knowledge exchange and sharing of best practice.

And as outlined in the previous section, we continued to provide all of our key sessions, benefitting similar numbers of people despite the total number of sessions delivered dropping by almost 20% year on year. (This drop was mainly due to a one-off grant having enabled an unusually high number of Thyme & Space sessions in '22/23 and a decision to pause Tuesday afternoon sessions over winter '23/24 due to the impact of weather on take up and so relative value for money).

3.2 Performance of fundraising activities against objectives set

Over the course of the year, Plot 22 has worked to three broad financial objectives:

1. To secure sufficient funding to deliver our key sessions (our ongoing / immediate term objective),
2. To ensure Plot 22 has sufficient short-mid-term core funding to provide the platform that enables us to deliver those sessions, and
3. To ensure a robust reserves policy is implemented to help us mitigate any temporary shortfalls funding targets, or, in a worst-case scenario, close down responsibly.

Ultimately, we made good progress in each area:

- Our core sessions were supported through successful bids to the Enjoolata Foundation and Hubbub (Family Sessions), D'Oyly Carte (Thyme and Space), Awards for All / TSIP (Tuesdays) and the Sussex Community Foundation (Growing Together),
- Our successful bid to the Lottery Community Fund secured sufficient funding to meet the majority of our core costs for the next three years, and
- Our Designated General reserve was £15.126 against a target of holding a minimum of three months running costs and a maximum of one years running costs (approximately £22,500 - £90,000).

4. Financial Review

4.1 Review of the charity's financial position at the end of the period

We held cash in the bank at 30th September 2024 of £75,000 (2023 £78,000). Our total Income for the year was £83,575 (2023 £98,825). Total costs for the year were £86,575 (2023 £82,728). The main financial risks to the charity are loss of funding and increased costs due to inflation. Although the core grant from the National Lottery has been re-secured, another significant grant from the local authorities is due to finish during 2024-25 and a new

award is uncertain due to a restructuring of the awards system driven by local authority cuts. Alternative funding sources are being sought to address this.

4.2 Statement explaining the policy for holding reserves stating why they are held

Our Reserves Policy, last updated in July 2022, sets out our rationale for holding a proportion of '...unrestricted funds in reserve to enable us to act when:

- An unforeseen emergency happens (unexpected bill or to provide seed funding for an urgent project)
- Unforeseen day to day (provide temporary staff cover for long term sickness)
- Long-term grant not being renewed (giving time to take action)
- Planned commitments (match funding requirements)
- Fund short term deficits (money needed before future grant received)
- To help plan for growth or to grasp opportunities when they arise.
- To promote the ethos of permaculture and the PLOT 22 way by publishing and developing products that can provide an income.

We have looked at having a minimum of three months running costs and a maximum of one years running costs. This will enable PLOT 22 to apply for funding and if unsuccessful then to responsibly close the project. Using clear, timely, compassionate communications by:

- Informing participants about this change and to help them to connect with other local opportunities to engage with outdoor gardening and gathering
- opportunities within the Green Alliance projects.
- Informing partners and establish a smooth exit for their participants and for the partnership to be ended.
- To be able to pay any outstanding debts
- To inform and carry out all legal requirements both with the Charity
- Commission and tax office.
- To pay any outstanding PAYE/NIC and redundancy

The maximum amount of a years running costs is to enable time to research, identify funding opportunities, apply and await the decisions of funders as this process can easily take up to a year'.

4.3 Amount of reserves held

At the end of the year, our unrestricted reserves were £50,175, including designated closure reserves of £15,000 and designated general reserves of £15,126.

4.4 Explanation of any uncertainties about the charity continuing as a going concern

With the new 3-year period of Lottery funding set to commence in October 2024 (which meets over 80% of core costs) and a healthy reserves balance, the board considers preparing accounts on the going concern basis entirely appropriate.

However, our ongoing success will be dependent on maintaining efforts to raise additional funding to meet the costs of our key sessions, and the next three years will require increased efforts in developing additional income streams to ensure we can be as self-sustaining as possible in the mid to long-term.

4.5 Related Party Transaction

During the year new CEO, Jim Mayor, was appointed. He is married to trustee and treasurer Vanessa Mayor. Vanessa had no involvement in the appointment. Additional procedures relating to all financial transactions involving both individuals were immediately implemented to ensure full independence and transparency within the organisation. The financial policy document was updated to reflect this. The board are fully satisfied that no conflict of interest exists. During the year Jim was paid a total of £12,213 for his services.

5. Structure, Governance and Management

5.1 Type of governing document

Constitution

5.2 How is the charity constituted?

CIO // Association

5.3 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.

5.4 Trustees

- Bunty Dann (Chair)
- Vanessa Mayor (Treasurer)
- Charlotte Overton-Hart
- Lynne Ridden
- Simon Rowledge
- Jennie Smith

6. Reference and Administrative details

6.1 Charity's principal address



Welkin, Hill Top Road, West Hoathly, East Grinstead RH19 4QJ

6.2 Independent Examiner

Rachel Balchin, Bulldog Accounting - 12 Brogdale Place, Faversham, Kent ME13 0AF

7. Declarations

The trustees declare that they have approved the trustees' report above.

Signatures		
Name	Bunty Dann	Vanessa Mayor
Position	Chair	Treasurer
Date	18.01.25	16.01.25





CHARITY COMMISSION
FOR ENGLAND AND WALES

Plot 22		1165624		CC16a
Receipts and payments accounts				
For the period from	Period start date 01.10.23	To	Period end date 30.09.24	

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					
Donations	3,534	-	-	3,534	4,492
Grants	-	77,033	-	77,033	91,901
Interest Received	463	-	-	463	142
Sale of Goods & services	1,045	1,500	-	2,545	2,290
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	5,042	78,533	-	83,575	98,825
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	5,042	78,533	-	83,575	98,825
A3 Payments					
Delivering Charitable Activities	968	45,810	-	46,778	46,228
Administration	-	22,993	-	22,993	2,633
Employee Costs	-	16,804	-	16,804	33,867
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	968	85,607	-	86,575	82,728
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	968	85,607	-	86,575	82,728
Net of receipts/(payments)	4,074	- 7,074	-	- 3,000	16,097
A5 Transfers between funds	1,318	- 1,318	-	-	-
A6 Cash funds last year end	44,783	33,218	-	78,001	-
Cash funds this year end	50,175	24,826	-	75,001	16,097

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 £
B1 Cash funds	Cash in Bank	50,175	24,826	-
		-	-	-
		-	-	-
	Total cash funds	50,175	24,826	-
	(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 £
	Receivables	245	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
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
			Vanessa Mayor	08.01.2025
			Bunty Dann	14.1.2025



Section A

Independent Examiner's Report

Report to the trustees/
members of

Plot 22

On accounts for the year
ended

30 September 2024

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 / 2024.

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 (other than that disclosed below *) 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.

** Please delete the words in the brackets if they do not apply.*

Signed:

Date: 16/12/2024

Name:

Rachel Hall FCA

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

ICAEW

Address:

12 Brogdale Place

Faversham

ME13 0AF