



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	Jan	2021		31	Dec	2021

Section A Reference and administration details

Charity name

Buzzworks Association (Hitchin)

Other names charity is known by

Buzzworks

Registered charity number (if any)

1166441

Charity's principal address

63 Norton Road

Letchworth Garden City

Herts

Postcode

SG6 1AD

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	Anne Taylor	Membership secretary		
2	Giorgio Martinelli			
3	Mari Stevenson			
4	Andy Cooper			
5	Mike De Souza			
6	Nathalie Titterton			
7				
8				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	CIO
Trustee selection methods (eg. appointed by, elected by)	Elected by members at the AGM

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Trustees are proposed and voted in by the association members at the AGM.

Newly elected trustees are required to 'self-certify' that they are eligible for the position and not disqualified from holding such office

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The objectives of the association are;

- To educate the public in the importance of bees to the environment
- To promote and further the craft of beekeeping

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

2021 has been another challenging year for BAH due to the continuing pandemic. However, we have again risen to the challenges and are going into 2022 in good shape financially. While numbers indoors were restricted, we managed to offer small group educational visits then five larger group visits when restrictions eased in September. Beekeeping and maintenance activities were able to carry on as normal, as outdoor activities were not affected

Educational

We designed small group visits for a maximum of 6 people and offered these free of charge on a trial basis in return for feedback. When restrictions were lifted, we were able to use this experience and the resources put in place, to plan larger group visits. We hosted three Rainbows groups and one Brownies group during September, all very well received. We joined 15th St Marks Rainbows, who invited us to work with them to decorate a bee-themed Christmas tree for the Hitchin Christmas Tree Festival. This event has a very large footfall so has given an opportunity to promote Buzzworks and our volunteering opportunities.

Marketing

We were able to participate in nine market stalls this year starting in April, as well as the Rotary Food festival in Nov. The extension of stall sales via volunteers has proved to be a success and helped support sales throughout the lockdown.

Training

During 2021 we run three Taster Days for potential new beekeepers on with a restricted attendance to allow us to maintain distances inside the classroom. We also ran five shorter Bee Experience sessions These consisted of groups of 2 or 3 people, mainly focused in the apiary talking about and looking at the Bees.

The association has no paid employees. All activities are carried out on a voluntary basis only. The trustees have had regard to the guidance issued by the charity commission on public benefit.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grant making;
- policy programme related investment;
- contribution made by volunteers.

In 2021 we secured a small grant from the Rotary Club (£250) which will be used to support the educational activities in 2022.

Summary of the main achievements of the charity during the year

2021 has been another challenging year for BAH due to the continuing pandemic. However, we have again risen to the challenges and are going into 2022 in good shape financially.

We managed to run a number of educational visits, taster & experience days with restricted numbers in line with the guidelines.

Market stall activities were restricted in the early part of year but from April we were able to run these, although with some restrictions, which allowed us to maintain a good level of income.

Hopefully in 2022 we will be able to get back to normal activities.

Section E Financial review

Brief statement of the charity's policy on reserves

The association's policy is to hold reserves equivalent to one years running costs for the Buzzworks & Honeyworks sites, including consumables required to support the Apiarists.

This equates to GBP 3,800

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

See Profit & loss summary.

Section F Other optional information

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Paul Calvert	
Position (eg Secretary, Chair, etc)	Finance Officer	
Date	31 st August 2022	



Buzzworks Association Hitchin

2021 Accounts

REVENUE		2021
Administration	£	-
Apiary Materials - Resale	£	-
Education	£	258
Marketing	£	5,372
Membership	£	195
Training	£	683
Donations (C.Parker memorial)	£	392
Total Revenue	£	6,900
GRANTS		
Grants Received (specific expenditure for Education)	£	250
EXPENSES		
Administration (including insurance, hall rental)	£	1,389
Apiary Materials	£	387
Education (including provision for BW Screen)	£	1,642
Marketing (including Stall, Open Days etc)	£	2,521
Site Maintenance & Gardening	£	1,582
Training	£	41
Total Expenditure	£	7,562
2021 Profit & Loss		
Current Year Surplus/(Deficit)		(£412)
Previous Year Surplus/(Deficit) - brought forward		9,999
Current Balance - surplus/(deficit)	£	9,587
ASSETS & LIABILITIES		
Asset - Buildings & contents (based on insured value)	£	40,642
Asset - Sales Stock (Jarred Honey, labels etc)	£	840
Asset - Honey stock to be processed (estimated)	£	2,205
Liabilities - Equipment on loan (estimated Value)		(£500)
Total Assets	£	43,187

Prepared by Paul Calvert (Finance manager)