



Trustees' Annual Report for the period

From

To

Period start date

Period end date

Day
01
Month
07
Year
21

Day
30
Month
06
Year
22

Section A

Reference and administration details

Charity name

Cilybebyll Community Growers

Other names charity is known by

None

Registered charity number (if any)

1167462

Charity's principal address

20 Cae Rhedyn

Rhos

Pontardawe, Swasnea

Postcode

SA8 3HX

Names of the charity trustees who manage the charity

Office (if any)
Dates acted if not for whole year
Name of person (or body) entitled to appoint trustee (if any)

1

Susan Reed
Secretary

Charity members

2

Dorothy Joyce
Chairperson

Charity members

3

Carol Jarvis
Treasurer

Charity members

4

5

6

7

8

9

10

11

12

13

14

15

16

17

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

General allotment provision

N/A

Federation of City Farms and Community Gardens (FCFCG)
The Green House,
Hereford Street,
Bristol
BS3 4NA

Voluntary services advice
CVS (Neath Port Talbot Council for Voluntary Services)
Neath Port Talbot Council for Voluntary Services
Tŷ Margaret Thorne
17-19 Alfred Street
Neath
SA11 1EF

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

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Cilybebyll Community Growers governing document is a constitution.
How the charity is constituted (eg. trust, association, company)	Cilybebyll Community Growers is constituted as a CIO Association registered with the Charity Commission in June 2016 under charity number 1167462.
Trustee selection methods (eg. appointed by, elected by)	As a constituted charity, trustees are selected and elected from Cilybebyll Community Growers members and plot holders on an annual basis during the Annual General Meeting.

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.

The charity trustees and committee members are responsible for the general control and management of the charity. The trustees and committee members give their time freely and receive no remuneration or other financial benefit.

The trustees and committee members meet as a body regularly (usually once every two months or on an ad hoc basis as the need arises and as Covid 19 policies allow) and are responsible for decisions taken in relation to running Cilybebyll Community Growers and associated allotment facilities and activities provided by the charity. The day to day management of the Cilybebyll Community Growers allotment facilities and projects are delegated to trustees and committee members of the charity, with individual allotment holders holding responsibility for their designated plots and communal areas.

The trustees and the committee deal with the collection and distribution of funds as required, supporting the setting up and running of Cilybebyll Community Growers allotment facilities.

Section C Objectives and activities

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

To promote allotment gardening to all regardless of age, race, gender, or disability. To control, manage and maintain the allotment sites leased to it by Cilybebyll Community Council within the terms and conditions of the Lease Agreement.

Cilybebyll Community Growers has been set up to promote an allotment and community growing site for the benefit of the inhabitants of the ward of Cilybebyll and the surrounding area. The providing of these facilities is for recreation or other leisure time occupation for those 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, with the objective of improving the condition of the life of said inhabitants.

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)

The charity carries out a wide range of activities in pursuance of its charitable aims. The trustees consider that these activities, summarised below, benefit those who are actively involved in the allotment as members or plot holders and those of the wider community of Rhos, Cilybebyll and the surrounding area.

Cilybebyll Community Growers represents local people from Rhos, Alltwen, Pontardawe and the surrounding area. Having formed to provide allotments and associated activities for people in the local community, inspiration for the charity was generated by the need to develop much needed gardening/recreational activities within the area but also to promote environmental awareness and sustainable practices.

Development of the allotments have allowed local individuals, groups and societies to utilise the designated area at Rhos Park to promote the benefits of growing your own produce and foster a value-added community feel for a project which is environmentally friendly and adopts sustainable principles.

Allocation of plots has been based on a first come first served basis for a number of years, being open to any residents of Cilybebyll and surrounding areas. The provisions of both community and individual plots have openly encouraged local organisations such as schools, community groups etc., to take part.

Disabled access has been considered in the allotment/plot design to ensure that the allotments are as inclusive as possible. Cilybebyll Community Growers have sought to raise local community interest and encourage membership involvement.

Additional details of objectives and activities (Optional information)

Volunteers are an important resource to Cilybebyll Community Growers. Being a community-based project that required both trustee, committee and members involvement, from inception to successful opening and designation of plots to the ongoing running and management of the allotment site.

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

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

One application for a grant was made to Cilybebyll Community Council for support in terms of the cost of secure fencing necessary for the pond area in keeping with insurance requirements.

As a relatively small charity no investments have been made on behalf of Cilybebyll Community Growers during this or previous financial years.

Community activities have regularly involved in excess of ten key people (members and allotment holders) giving their time freely to ensure the development and progress of the project and day to day maintenance of individual plots and the surrounding communal areas. Members and plot holders are encouraged to be involved in a range of activities and to share their skills with others for the benefit of Cilybebyll Community Growers and where possible the wider community in which we operate.

Section D

Achievements and performance

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The main achievements of the charity for the reporting period from 1st July 2021 to 30th June 2022 has been less ambitious as was the case in the last accounting period (2020-2021). The committee and member via the AGM felt that the site was now maintained and functioning well, however it was agreed that Cilybebyll Community Growers needed to carry out work to the pond area in the form of erecting security fencing, which was a clear requirement of our insurance company. As this was a reasonably high cost for the allotment, a small grant of £250 was accessed via Cilybebyll Community Council, which was successful. The allotment site at Rhos Park, Rhos, Pontardawe, Swansea was in a reasonable state of repair and continues to function fully as a community-based project.

Continued general guidance has been provided via the Federation of City Farms and Community Gardens (FCFCG) regarding the general running of the allotment site. The land continues to be leased from the Community Council for a nominal annual fee (£50) and is now totally focused on the area previously referred to as Phase 1.

Volunteers within Cilybebyll Community Growers have continued to form work parties on an ad hoc basis to help to clear and maintain the site. The trustees in consultation with committee members continued to ensure that all plots and walkways were clearly defined to improve access and to reduce problems with boundary concerns and in an aim to tackle weed control. Access continues to be an issue to allotment paths between plots with allotment member volunteering as necessity in achieving the aim of removing waste, and achieving general maintenance within designated work parties and on a one to one basis as and when necessary.

Due to the the global pandemic activities are carried out in line with Welsh Government guidance (2021/22).

Section E

Financial review

Brief statement of the charity's policy on reserves

Cilybebyll Community Growers do have a formal reserves policy; it is the intention of the charity to only hold reserves for necessary maintenance and day to day upkeep of the site. All reserves held by the charity at the end of the financial year will rolled over each financial year to be used to meet specific site development, future needs and on-going repairs and maintenance associated with issues and costs related to Cilybebyll Community Growers and the allotment site based on the land to Area 1.

Details of any funds materially in deficit

None

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.

The charity's main source of income during this financial period has been accessed from plots holders annual rent and membership payments. The charity's principal source of funding has been achieved via plot and membership fees (£625). A grant application was submitted to Cilybebyll Community Council which was granted to the sum of £250 to aid in the cost of security fencing to the pond. Fundraising activities such as the yearly Christmas Fair has not resumed this financial year but will be considered in the future. Two activities held during this financial year have been a MacMillan Coffee Morning creating an income of £200 and the Potato Challenge generating a further £15. The money funds generated via the Coffee Morning was forwarded to the Macmillan cancer charity in the form of a cheque following the event as agreed by all members. Similarly, the potato challenge was not meant as a money generating exercise and was further supported by two prizes which cost the charity £10 in the form of two gift cards. Despite forwarding £50 rent to the local council for 20/21 this sum was not presented to the bank and has therefore been absorbed into cash in bank for this financial year. During 2020/21 and as a result of Covid 19 the allotment was still accessed by plot holders/members in keeping with strict Covid-19 guidance and Welsh Assembly rules. Cilybebyll Community Growers were able to maintain gardening/recreational activities within the area whilst promoting environmental awareness and sustainable practices.

Expenditure made by Cilybebyll Community Growers this financial year was funded either via sums held within the bank account or via petty cash for smaller items. Payments made by the charity totalled £2700 and covered Community Centre room hire for meetings x2 (£10) running costs such as insurance and rent, fixtures and fillings which included erecting fencing to the pond area as well as other associated maintenance and equipment costs. One additional cost to the allotment has been £140 for the removal of waste on the site.

Section F	Other optional information
------------------	-----------------------------------

None

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)

Susan Reed

Position (Secretary,
Chair, etc)

Secretary

Date

--

Signature(s)

--	--

Full name(s)

Dorothy Joyce

Position (eg Secretary,
Chair, etc)

Chairperson

Date

--

Signature(s)

Carol Jarvis

Full name(s)

Carol Jarvis

Position (eg Secretary,
Chair, etc)

Treasurer

Date

12/08/22



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Cilybebyll Community Growers

No (if any)
1167462

Receipts and payments accounts

For the period
from

Period start date
1st July 2021

To

Period end date
30th June 2022

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 £
A1 Receipts				
Donations		-	-	-
Grants	250			250
Fundraising Events (MacMillan Coffee Morning)	200	-	-	200
Membership, Rent Bank Transfers	440	-	-	440
Membership, Rent Cash Payments	185	-	-	185
Membership Activities (Potatoe Challenge)	15	-	-	15
Cheque not presented (Rent)	50	-	-	50
	-	-	-	-
Sub total (Gross income for AR)	1,140	-	-	1,140
A2 Asset and investment sales, (see table).				
	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-
Total receipts	1,140	-	-	1,140
A3 Payments				
Cost of Fundraising Events (Gift Cards - Potato Challenge)	10	-	-	10
Room Hire	10	-	-	10
Repairs & Maintenance	332	-	-	332
Equipment	130	-	-	130
Insurance	238	-	-	238
Rent	50	-	-	50
Fixture & Fittings	781	-	-	781
Miscellaneous	799	-	-	799
Miscellaneous (Waste Removal)	140	-	-	140
Refund (Plot 1)	- 10	-	-	- 10
MacMillan Coffee Morning	200	-	-	200
Sub total	2,700	-	-	2,700
A4 Asset and investment purchases, (see table)				
		-	-	-
		-	-	-
Sub total	-	-	-	-
Total payments	2,700	-	-	2,700
Net of receipts/(payments)		-	-	
A5 Transfers between funds	-	-	-	-
A6 Cash funds last year end	3,734	-	-	3,734
Cash funds this year end	2,933	-	-	2,933

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
B1 Cash funds	Bank deposit account	2,662	-
	Petty Cash	271	-
		-	-
	Total cash funds	2,933	-
	(agree balances with receipts and payments account(s))	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)
			-
			-
			-
			-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)
	Shed		
	Benches		
			-
			-
			-
			-
			-
			-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)
	Crynant Plant (Cheque)	£100.00	100

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

Carol Jarvis	Carol Jarvis

CC16a

Last year

to the nearest £

-
-
-
-
-
-
-
-
-
-

-
-
-

-

-
-
-
-
-
-
-
-
-
-
-
-

-
-
-

-

-
-
-
-



**Endowment
funds**
to nearest £

-
-
-
-

OK

**Endowment
funds**
to nearest £

-
-
-
-
-
-

**Current value
(optional)**

-
-
-
-
-

**Current value
(optional)**

-
-
-
-
-
-
-
-
-

**When due
(optional)**

03 July 2021

Date of
approval



10/2/2022