



Trustees' Annual Report for the period

		Period start date					Period end date		
From	Day	Month	Year	To	Day	Month	Year		
	01	07	22		30	06	23		

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

	Trustee name	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	Angela Whitehouse	Chairperson		Charity members
3	Carol Jarvis	Treasurer		Charity members
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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)

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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 to three months or on an ad hoc basis as the need arises 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)

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

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

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.

No applications for grants was made by Cilybebyll Community Council for support to external organisations during this period.

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 twelve 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

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Summary of the main achievements of the charity during the year

The main achievements of the charity for the reporting period from 1st July 2022 to 30th June 2023 has been less ambitious than was the case in the 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 that generalised work parties would carry out maintenance and general work to maintain the communal areas. 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.

During this financial period three main events were held by members which included a McMillans Coffee Morning (£113.70), Xmas mince pies and mulled wine get together (£14.50) and Easter Event (£66.55). The funds generated from the McMillan Coffee Morning were sent to the charity on behalf of members, whilst the remaining funds were withheld within the Cilybebyll Community Growers finances (£81.05).

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 (£630). Fundraising activities such as the yearly Christmas Fair has not resumed this financial year but will be considered in the future. Three activities held during this financial year have been a MacMillan Coffee Morning creating an income of £113.70, a Christmas Get Together (£14.50) and an Easter Event (£66.55). Total income generated for the period was £884.75.

The 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. Despite several attempts to forward rent payments of £50 to the local council for 21/22 this sum was not presented to the bank and has therefore been absorbed into cash in bank for this financial year. 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 £512.78 and covered Community Centre room hire for meetings x3 (£15) running costs such as insurance £239.60, maintenance which included path membrane, and oil for strimmer.

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)	Angela Whithouse	
Position (eg Secretary, Chair, etc)	Chairperson	
Date		

Signature(s)	<i>Carol Jarvis</i>	
Full name(s)	Carol Jarvis	
Position (eg Secretary, Chair, etc)	Treasurer	
Date	16/09/23	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Cilybebyll Community Growers

No (if any)
1167462

Receipts and payments accounts

CC16a

For the period
from

Period start date
1st July 2022

To

Period end date
30th June 2023

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Donations	-	-	-	-	-
Grants	-	-	-	-	-
Fundraising Events - Coffee Morning	114	-	-	114	-
Membership, Rent, Other	630	-	-	630	-
Membership Activities (Xmas & Easter)	81	-	-	81	-
Other (Bank Compensation)	60	-	-	60	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	885	-	-	885	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	885	-	-	885	-
A3 Payments					
Cost of Fundraising Events	99	-	-	99	-
Room Hire	15	-	-	15	-
Repairs & Maintenance	39	-	-	39	-
Equipment	-	-	-	-	-
Insurance	240	-	-	240	-
Rent	-	-	-	-	-
Fixture & Fittings	-	-	-	-	-
Miscellaneous	6	-	-	6	-
McMillan Donation	114	-	-	114	-
Sub total	513	-	-	513	-
A4 Asset and investment purchases. (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	513	-	-	513	-
Net of receipts/(payments)	372	-	-	372	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	2,933	-	-	2,933	-
Cash funds this year end	3,305	-	-	3,305	-

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	Bank deposit account	3,112	-	-
	Petty Cash	193	-	-
		-	-	-
	Total cash funds	3,305	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details			
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
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)
	Shed			-
	Benches			-
				-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Rent		50	1st Nov 2022
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval
		Carol Jarvis	Carol Jarvis	16/09/2023