



Trustees' Annual Report for the period

From Period start date : 01/10/22

To Period end date: 30/09/23

Charity name: THE SHED

Charity registration number: 1174817

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>To provide and maintain The Shed project for the use and the benefit of those in physical, mental or social need, with the objective to improve conditions of life for the said beneficiaries and to promote development and support, We encourage a range of volunteers to make use of our facilities, from the local USAF base personnel, the local supermarkets and local children;s groups, ie Brownies/Guides and Scouts. We also allow the Community Payback team to bring their people to account for their hours and in turn help us with the more physical jobs.</p> <p>Trustees are made aware of the governing documentation and encouraged to review the objectives of The Shed twice yearly. They are also advised to read "The Essential Trustee Guide" issued by the Charities Commission as a good source of their responsibilities.</p>
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.	Para 1.17 and 1.19	<p>The Business Plan is reviewed annually with the consent of the Trustees. The Shed has made strong efforts to include all groups to use our facilities which is done through regular blogs on Facebook, attending local community events to promote The Shed, by liaising with local supermarkets, and participating in local activities such as village annual celebrations, the local Lark in the Park, Merry Mildenhall, Christmas Fayre, village fetes and fully supporting the Warm Rooms project. We keep our presence in the community known through the local magazine which goes to every household in the Parish and enables those not on social</p>

		media to be aware of local events and news.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees uphold the guidance issued by the Charities Commission when planning our activities to ensure they are accessible to all and the visitors are welcomed into a safe and secure environment

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	All policies have been reviewed on an annual basis We continue to monitor our grant applications and each application is specific to a large project
Policy on social investment including program related investment	Para 1.38	We have recently installed a top of the range Disabled Toilet together with separate Gents Toilet. We have baby changing facilities and toddler toilet adaptations. These all enable us now to reach out to all abilities and ages and they are made most welcome knowing our facilities are more than adequate for their needs
Contribution made by volunteers	Para 1.38	Our entire existence is reliant on our valued volunteers without which we could not maintain our gardens, both recreational, vegetables and fruit and flowers. Without the volunteers we could not continue our Care Package programme to families in food poverty, nor could we supply excess fresh fruit and veg. to those in most need.
Other		We strive to embrace our neighbours so that our activities do not encroach on their privacy

Achievements and Performance

	SORP reference	
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.	Para 1.20	<p>In Oct 2022 we opened our Tea Room which is the middle staff of our Stable Block. We also purchased a ride-on mower, much needed for the vast expanse of green open spaces we have to maintain.</p> <p>November and December are quiet months in the garden when volunteers chose to go abroad on holiday. We did host our Volunteers Christmas lunch at this time December and attended local events to promote our charity</p> <p>January was frosty but a great time for general maintenance and preparation for the new season</p> <p>February: spring bulbs peaking through and growth starting to show. We held an Open Day to display our newly laid patio area</p> <p>March: local fund raisers presented a cheque</p> <p>April: the Tea Room gets off to a flying start New gates installed and Little Shed has a make-over with new shelving, water-proofing and a very business like revamp. And the blossom is coming out everywhere</p> <p>May: Works starts on the new fruit cages Grass in the Big Circle is fed and watered Our main entrance has a re-paint job Bulbs and bedding is set.</p> <p>June: Everything is growing, so lots of weeding, grass cutting, pruning, feeding and painting</p> <p>July: We have a new fridge and freezer which means we can now collect those items from our supermarket donors. The base for the next greenhouse was laid. Work starts on the groundwork for the Disabled Toilet. Outside Volunteers lend a much appreciated hand.</p> <p>August: The base is laid and the very large septic tank is installed. The disabled toilet unit arrives and work starts on the connections</p> <p>September: harvesting continues, culminating in our Annual Harvest Festival which also combined with a well attended Open Day to celebrate the conclusion of our many projects for this year.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<p>We have more than achieved our objectives this year.</p> <p>Following set-backs from the Covid-19 fall-out, we still strive to build up relationships with local groups and to</p>
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		promote our facilities This is and will always be work in progress
Performance of fundraising activities against objectives set	Para 1.41	We do not specifically set out to fund-raise as our main objective is to re-distribute excess food surplus, whether it is through our own gardens, or from supplies donated by local shops. We are grateful for any monetary donation received, which is all re-invested back into our facilities
Investment performance against objectives	Para 1.41	We do not make financial investments
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	We continue to remain in a healthy financial position. Our expenses only relate to large projects we plan ahead, ensuring materials are sourced in a cost-effective way. Volunteers provide the labour
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The Trustees agreed during this report that we should maintain our reserve policy, the amount was agreed to be £2,500.
Amount of reserves held	Para 1.22	£2,500
Reasons for holding zero reserves	Para 1.22	N/a
Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	No uncertainties

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		N/a
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution, Business Plan, Policy and Procedure documentation
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees are nominated by existing Trustees and Volunteers Individuals wishing to become a Trustee of The Shed must show a proven willingness to uphold our aims and objectives and to adhere to our policy documentation at all times Nominations are put to the Trustees who then vote

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Bullying and Harassment Policy Complaints Policy Covid Risk Assessment Data Protection Drugs and Alcohol Policy Equality and Diversity Policy Financial Mngt and Accounting Fund Raising Policy Health and Safety Policy Media and Communications Policy Reserves Policy Safeguarding Policy Whistleblowing Policy
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	THE SHED
Other name the charity uses	
Registered charity number	1174817
Charity's principal address	Site Location: Jarman's Lane, West Row,. IP28 7NU Admin Address 163 Eldo Rd., West Row, IP28 8PY

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	ROSALIND HAMILL	CHAIR		
2	MARY ROLFE	SECRETARY		
3	VALERIE CLARKE			
4	SHARON PHILLIPS			
5	JUNE GOODENOUGH	TREASURER		
6	ALAN FISHER			
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Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/a
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/a
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/a

Additional information (optional)

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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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	<i>RP Hamill</i>	<i>June Goodenough</i>
Full name(s)	ROSALIND PEARL HAMILL	JUNE GOODENOUGH
Position (eg Secretary, Chair, etc)	CHAIR	TREASURER
Date	12/10/2023	12/10/2023

From / To **###** **Saturday, September 30, 2023**

Opening Balance		CLOSING BALANCE		Donations
Lloyds	£15,087.00			
Redwood	£30,589.00	£41,047.87		£1,047.87
	INCOME	OUTGOINGS	BUSINESS	
Redwood Interest	?			
Oct-22		£30.00	New keys cut	Valerie Clarke
		£13.59	Electricity (Jul - Sept 2022)	Viv and Dave Bowers
	£320.00		Veg Stall Donation	£320.00
November	£349.00		Veg Stall Donation	£349.00
	£1,615.19		CoOp Donation (Lakenjheath)	£1,615.19
	£6.88		Amazon Smile donation	£6.88
		£29.50	Val Clarke - Travel Expenses	
December				
		£30.00	Val Clarke - Travel Expenses	
		£30.01	Travel Expenses (Rosalind Hamill)	
		£23.00	Electric (Oct - Dec 2022)	Viv and Dave
	£243.25		Factory Shop Mildenhall, Donation	£243.25
	£84.10		Terracycle Crisp Packets donation	£84.10
		£585.63	Quote Four Insurance (Bldgs and Contents)	
		£170.25	Quote Four Insurance (Trustees Indemnity)	NOTE: Public Liability due next March 2024
	£304.00		Veg Stall Donations	£304.00
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		£30.07	Travel Expenses January (Val)	
	£102.30		On Line Giving (Just Giving)	Donation
		£25.00	Viv Bowers Toilet Cleaner Xmas hamper	£102.30
	£687.20		Veg Donations January	£687.20
		£35.00	Travel Rosalind	
	£6.20		UK Online Giving	£6.20
February	£300.00		Veg Stall Donations	£300.00
		£30.03	Travel Expenses - June	
		£20.00	Travel Expenses - Val	
		£14.72	Michael Gate Hinge Forest Fixings	

March		£21.82	Petrol for Mower	
		£164.41	Lawnscience Fertiliser	
		£25.02	Travel Expenses - Val	
		£31.54	Gate furniture - Michael	
		£691.03	Fruit cages and Securters	
	£670.29		WSDC Locality Grant for fruit cages	
	£150.00		Bingo Buddies - Teresa Amos	£150.00
	£435.00		Veg Stall Donations	£435.00
April		£233.13	Ladbrooks Insurance	
	£6.49		Amazon Smile donation	£6.49
		£10.17	2nd Qtr Electric Viv & Dave Bowers	
	£562.00		Donations Veg Stall	£562.00
		£26.62	Travel Expenses - Val	
May		£30.00	Travel Expenses Val	
		£153.55	Bill Weed Killer	
		£8.52	Mower petrol	
		£24.22	Trevel Roz	
		£8.00	Petrol Lawnmower and rotovator	
	£399.00		Veg Stall Donations	£399.00
	£18.19		Amazon	£18.19
June		£2,477.00	G&J Peck Rotovator	
		£9.00	Michael Paint	
		£75.98	Brasica Netting x 2	
		£18.00	Wheelbarrow Tire and tube	
		£11.40	Michael -- Wood	
		£27.03	Electric 2nd Qtr (Apr-June)	
	£532.00		Veg Donations	£532.00
		£4,080.00	Mitchell & Mayle Septic Tank deposit	
		£12.00	Food Hygiene Course	
	£90.00		Terracycle Donation	£90.00
July		£57.73	Water pipe and stop tap for D.Toilet	
	£12,990.00		Loan R. Hamill - Disabled Toilet	
		£12,990.00	Portable Spaces Disabled Toilet	

		£1,320.50	JD Peachey Groundwork, Gnhouse & Paths	
		£465.00	JD PeacheyGroundwork Toilet and Water Pipe	
August	£546.40		Veg Donations	£546.00
		£12,990.00	Refund of Loan for Disabled Toilet	
	£479.00		Veg Donations	£479.00
Sept		£129.41	Misc. Wilko items for Toilet unit	
		£36.11	Misc. Gardening and Kitchen Wilko items	
		£2.29	Ladies Toilet sign	
		£5.37	No Drinking Toilet sign x 2	
		£46.97	Screwfix Toilet bits, Adapter and Access Bend	
		£93.70	Michael - Toilet Bits	
		£15.07	Michael - Forest Fasteners - 1200mm x 100 mm	
		£11.08	Michael - Brass Hexagon	
		£47.90	Food collector's travel exp.	
		£26.25	Bin for Disabled Toilet	
		£87.31	Dave - wood for Little Shed	
		£1.99	Ladies Toilet sign	
		£75.38	Amazon BBQ Sundries	
		£9.50	Charcoal Harvest BBQ	
		£152.91	Harvst Festival refreshments	
	£50.00		Rotovators - Donation	£50.00
	£50.00		Ride-On Mower - donation	£50.00
	£102.00		Harvest Festival donation	£102.00
		£515.50	JD - final slabs for Disabled Toilet Path	
	£572.00		Veg Donations	£572.00
	£252.00		Nmildenhall Guides Donation sponsored walk	
TOTAL INCOMING	£21,922.49			Total Donations Oct 22 - Sept £8,009.80
TOTAL OUTGOING		£38,285.21		
BALANCE	-£16,362.72			