

# ALEXANDRA PARK GREENHOUSE GROUP

England & Wales · Charity number 1177523

## Details

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**Status** Registered

**Legal form** CIO

**Registered** 2018-03-13

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Hastings Voluntary Action  
Jackson Hall  
Portland Place  
Hastings  
East Sussex  
TN34 1QN

**Phone** 07949829168

**Email** [info@our-greenhouse.org](mailto:info@our-greenhouse.org)

**Website** [www.our-greenhouse.org](http://www.our-greenhouse.org)

## Activities

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**Objects:** 1. TO PROVIDE FACILITIES FOR RECREATION OR OTHER LEISURE TIME OCCUPATION BY PROVIDING AN AREA FOR USE AS A COMMUNITY GARDEN AND OTHER ACTIVITIES FOR INDIVIDUALS RESIDING IN HASTINGS AND THE SURROUNDING AREA, 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 PARTICULAR BY PROVIDING OPPORTUNITIES FOR LEARNING ABOUT HORTICULTURE.

**Activities:** To promote and practice horticultural activities at a greenhouse in Alexandra Park (Hastings) and further restore the structure to bring it back to full use for the benefit of the community. The greenhouse is available to the community, to use the practice of horticulture as a route to mental and physical well-being, through a combination of hands on experience, education and social exchange.

## Classification

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- **How:** Provides Buildings/facilities/open Space
- **What:** Other Charitable Purposes
- **Who:** Children/young People, Elderly/old People, People With Disabilities, People Of A Particular Ethnic Or Racial Origin, Other Charities Or Voluntary Bodies, The General Public/mankind

## Geography

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- East Sussex

## Finances

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Period end	Income	Expenditure	Assets	Employees
2025-03-31	£24,405	£22,248	-	-
2024-03-31	£17,841	£19,584	-	-
2023-03-31	£11,264	£64,711	-	-
2022-03-31	£18,858	£22,982	-	-
2021-03-31	£100,915	£8,090	-	-

## Trustees

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Name	Role	Appointed
Carolyn Susan Kirby		2022-08-02
Jane Seaton		2024-02-13
Stephen John Speer		2025-10-20
Timothy Chapple		2022-07-05
Veronica Navarro Pedrosa		2025-10-20

**ALEXANDRA PARK GREENHOUSE GROUP**

England & Wales - Charity number 1177523

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# Accounts

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**Alexandra Park Greenhouse Group**

**Registered Charity, number 1177523**

**Annual Report and Financial Statements**

**for the Year ended**

**31 March 2025**



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6	Statement of Assets & Liabilities
7	Notes to the Accounts

Hastings Voluntary Action  
Jackson Hall  
Portland Place  
Hastings  
East Sussex  
TN34 1QN

Alexandra Park Greenhouse Group  
Registered Charity Number 1177523

**Alexandra Greenhouse Group**  
**Trustee's annual report**  
**for the year ended 31 March 2025**

**Name of charity:** Alexandra Park Greenhouse Group

**Other Names by which the charity is known:** APGG, Alexandra Park Greenhouse, Alexandra Park Community Greenhouse

**Legal Status** Charitable Incorporated Organisation (Foundation Model)

**Registered Charity numt** 1177523

**Principal Address** 45 St Helens Road, Hastings, TN34 2EL

**Postal Address:** C/o Hastings Voluntary Action, Jackson Hall, Portland Place, Hastings TN34 1QN

**Trustees:** Linda Pearson - Chair (resigned 4 December 2024)  
Charlotte Ramage - Secretary  
Sue Kirby - Chair  
Adrian Penfold (Resigned 6 July 2024)  
Timothy Chapple  
Jane Seaton - Treasurer

**Bankers:** NatWest, Hastings

**Independent Examiner:** Laura Dawson, Finance Manager Hastings Voluntary Action,  
HVA, Jackson Hall, Portland Place, Hastings, TN34 1QN

**Governance and Management**

The Charity is operated under the rules of its constitution registered with the Charity Commission on 13th March 2018. The charity's principal activity during the year continued to be the restoration, maintenance and upkeep of the Alexandra Park Greenhouse, and making it available as a community resource for the surrounding area.

The Trustees are the only full voting members of the Charity. The methods adopted for the recruitment and appointment of new trustees are as laid down in the constitution. Trustees are elected on a 3 year rotational basis. Retiring trustees are eligible for re-election. All trustees give their time freely and no trustee remuneration was paid during the year

**Public Benefit**

In writing their trustee report, the trustees of Alexandra Park Greenhouse Group have given due regard to the guidance of the charity commission on public benefit

**The Objectives of the CIO**

To provide facilities for recreation or leisure time occupation by providing an area for use as a community garden and other activities for individuals residing in Hastings and the surrounding area, 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 said inhabitants. To advance education for public benefit in particular opportunities for learning about horticulture.

## Working with the community

The restoration is now complete with some small snagging work left to do on the central lights where there is still water ingress. We have moved on to the next stage of the greenhouse, which is operating as a self-funding charity, offering space to the community and affordable plants for sale and for donation to other local garden related charities in Hastings and the surrounding area.

The Management Committee is working well with responsibility for its own budget set by the Trustees. It currently consists of the Garden Team, Site Manager, Volunteer Coordinator, Events and Social Manager and the Chair as a Trustee member.

Achievements this past year include

- Propagation of plants, (over 1000 this year) and nurturing donated plants for sale, donation to the community and use on site and in the round bed. We are a chemical free nursery, using bio control of pests where necessary and have trialling different peat free composts. By negotiation with the HBC depot we will have 4 large cold frames outside the fence for the next season enabling us to harden off plants properly and widen our scope. A new propagation table has enhanced the working space in the potting area.
- Management of the site with general maintenance and upgrades. We have been given an £8000 grant from Morrisons to renew the railings down the entrance pathway. New staging has been built for the display of outside plants, a water cart purchased avoiding use of hoses inside and enhancing water conservation. We have installed sinks and started building a grey water recycling system in the long bed which will also act as an interesting educational tool for the community. We need shade in the hot summer months, so removable hessian blinds have proved a great success and kept the volunteers and visitors comfortable.
- Volunteer coordination which is essential to the smooth running of the greenhouse and sometimes underappreciated. We have two plant sales and propagation sessions a week and in the summer a watering rota is essential. Our volunteers are an amazing group and we have more joining us monthly. Their breadth of knowledge and experience is extremely valuable and we are lucky to have such enthusiasm and commitment.
- Engagement via social media and the wonderful calendar of events which contribute to our self-funding and enable us to support groups such as the East Sussex College students — who attend on Mondays during the warmer months — and various ad hoc community groups.
- Continued contribution to the Park's displays with our work on the round bed next to the Greenhouse.

The Charity is particularly grateful to Linda Pearson, who resigned as Chair in December 2024. Linda's contribution of fundraising energy, profile raising and sheer energy and commitment has restored the Alexandra Park Greenhouse from a sad ruin to a valuable and beloved community asset.

### Events during the year

**April:** Talk by Linda Pearson (Chair). Flower sale with Little Gate Flowers

**May:** Activities for World Bee Day and Children's Gardening Week.

**June:** Volunteers Week including a recruitment push and celebration of our volunteers with a Summer Party. Talk to a local history group by Linda and Bruce Dowling (Head of Parks and Gardens). Updated Tree Welk leaflet online.

**July:** Rupert Bozeat's Woodcarving Workshop. Cactus and Succulents Show. Workshop and Pop-Up Exhibition with Amanda Prouten. Great support from Hastings Independent with an article on the month's events.

**September:** Heritage Open Day. Dr Owen Johnson's tree walk

**October:** Harvest day plant sale. Creative art sessions over 3 days. Marianne North celebration with exhibition by local artists. The Magic of Seeds activity for Half Term. Dr Owen Johnson's tree walk. Hallowe'en book launch and Spooky Tales with Ed Boxall.

**December:** Wreath making workshop. Christmas Market with Ye Ole Victorian Carole Singers

**January:** Annual talk by Fergus Garrett at Hastings Museum. Volunteers' day.

**February:** Total clean and disinfection of the greenhouse

**March:** World Wood Day with wood related stalls and demonstrations. 2 days of woodcarving workshops. Seed swap.

### Future plans

Next year will be our second running as a fully propagating nursery. We are evaluating the way we balance the use of the greenhouse by our own volunteers while reaching out to the wider community. We are increasing and expanding our links with organisations such as Art in the Park, Men's Sheds, Ore Community Gardens, Sussex Garden Trust, Hastings Museum and various school and college groups. We want to increase our ability to donate plants to other charities and community groups, and we will grow initiatives that promote Learning, Participation, and the Well-being of volunteers and community users.

We are well placed to embrace the upwelling interest in Hastings in all things environmentally positive.

We will continue to build these connections while ensuring that the Greenhouse remains self-financing into the future.

Annual Report April 2024 - March 2025

**Financial Review**

In the year to 31 March 2025, the Charity received total income of £24,405 and spent £22,247. (2024 £17,841 and £19,586).

Full details of receipts and payments are given in the financial statements on page 5.

The Greenhouse restoration works have continued during the year, with a total of £110,581 having been spent since the formation of the Charity. Snagging works are continuing. The charity has also now spent a total of £26,045 on new and improved facilities inside and around the greenhouse. (Note: in past years spending on building restoration and new services and facilities has been grouped together under the general heading of Restoration.)

Plans to complete the restoration and further develop the site and secure the sustainable future of the greenhouse continue, with £31,500 designated for this purpose, and £5,785 held in restricted funds from grants and donations. These funds are equal to the estimated cost of plans still outstanding or in development at the year end.

Grants totalling £9,100 were received in the year for restricted purposes.

The Charity goes forward into a new financial year with total reserves (held as cash balances) of £48,586 (2024 £46,429).

The Charity's general reserves at 31 March 2025 were £11,301 which is equivalent to 19 months forecast unrestricted expenditure

**Reserves Policy**

The charity adopted a reserves policy in August 2024 which has been applied in the financial statements for the year ended 31 March 2025.

The Charity's policy is to hold sufficient general reserves i.e. unrestricted reserves which have not been designated for particular purposes to cover one year's expenditure in addition to any anticipated deficits, and to cover foreseeable short term repair and maintenance costs of the Greenhouse and its operating equipment.

The Charity's target forecast general reserves should be between 50% and 200% of this level.

The Trustees have discretion to designate any part of the Charity's unrestricted funds at any time: such designation should be supported by annual or project budgets.

Grants and donations given for specific purposes within the charitable objects of the Charity are credited to restricted funds and only used for those purposes.

The reserves of the Charity at 31 March 2025 and 2024 are shown in the financial statements on page 5.

**Accounting and reporting responsibilities**

The Trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (UK generally accepted accounting practice).

The Trustees have elected to take advantage of the provisions that apply to small charities and have prepared a Receipts and Payments account and Statement of Assets and Liabilities.

Accounting standards, which are primarily concerned with the presentation of a true and fair view, do not apply to receipts and payments accounts which are statements summarising the movement of cash into and out of the charity during the financial year. In this context cash includes cash equivalents, for example bank accounts where cash can be readily withdrawn to pay debts as they become due.

Signed on behalf of the charity's trustees:

Signed Sue Kirby  
Sue Kirby, Chair

Date 2/9/25

Signed Jane Seaton  
Jane Seaton, Treasurer

Date 2/9/25

Alexandra Park Greenhouse Group  
Registered Charity Number 1177523

**Independent Examiner's Report to the Trustees of Alexandra Park Greenhouse Group**

I report on the accounts of Alexandra Park Greenhouse Group for the twelve month period ended 31 March 2025 which are set out in this document.

**Respective responsibilities of the Trustees & examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for the year under section 144 of the Charities Act 2011 (the Charities Act), and that an independent examination is needed.

It is my responsibility:

- to examine the accounts under section 145 of the Charities Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention

**Basis of independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the supporting documentation presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair" view and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- 1) which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Acthave not been met; or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



.....  
Laura Dawson  
Finance Manager  
Hastings Voluntary Action  
Jackson Hall, Portland Place, Hastings, TN34 1QN

Date..... 3.9.2025 .....

**Alexandra Park Greenhouse Group**  
Receipts & Payments accounts  
for the period  
**1 April 2024 to 31 March 2025**

Prior Year 2024	Receipts	Notes	Current Year			Total funds
			Restricted funds	Designated Funds	Unrestricted funds	
4,232	Grants		9,100	-	-	9,100
2,327	Donations		3,000	-	263	3,263
1,417	Event Ticket Sales		-	-	1,572	1,572
9,865	Plant Sales		-	-	10,270	10,270
-	Other Income		-	-	200	200
<u>17,841</u>			<u>12,100</u>	<u>-</u>	<u>12,305</u>	<u>24,405</u>
	<b>Expenditure</b>					
13,126	Greenhouse Restoration		7,508	7,636	-	15,144
1,079	Equipment & Maintenance		-	-	1,040	1,040
1,659	Horticulture		-	-	2,528	2,528
939	Marketing & Social Media		-	-	525	525
-	Cost of Sales		-	-	162	162
1,004	Event costs		-	-	401	401
411	Insurance		-	-	944	944
172	Electricity		-	-	158	158
162	Water Rates		-	-	209	209
55	Administration		-	-	403	403
60	Governance		-	-	60	60
917	Hospitality		-	-	605	605
-	Educational Resources		70	-	-	70
<u>19,584</u>	<b>TOTAL PAYMENTS</b>		<u>7,578</u>	<u>7,636</u>	<u>7,034</u>	<u>22,248</u>
(1,743)	Net surplus (deficit)		4,522	(7,636)	5,271	2,157
	Movement in funds		-	1,408	(1,408)	-
<u>48,172</u>	Fund balances b/f	1/4/24	<u>1,262</u>	<u>37,729</u>	<u>7,438</u>	<u>46,429</u>
<u>46,429</u>			<u>5,784</u>	<u>31,501</u>	<u>11,301</u>	<u>48,586</u>

Alexandra Park Greenhouse Group  
Registered Charity Number 1177523

**Alexandra Park Greenhouse Group**  
**Statement of Assets & Liabilities**  
**as at**  
**31 March 2025**

Proir Year 2024				2025	Note
	<b>Current assets</b>				
7,153	Current Account	@	31/03/25	10,074	
38,991	No 2 Account	@	31/03/25	38,513	
180	Cash in hand	@	31/03/25	-	
<u>46,324</u>				<u>48,586</u>	
131	Income not yet received				
				<u>48,586</u>	
	<b>less Current liabilities</b>				
26	Items not yet gone through the bank				
<u>46,429</u>				<u>48,586</u>	
	Represented by:				
48,172	ACCUMULATED FUND b/f			46,429	
(1,743)	Net Receipts			2,157	
<u>46,429</u>				<u>48,586</u>	

Charity Law requires the Trustees to prepare financial statements for each financial year which comply with the regulations set out in the Charities Act 1993. The trustess have elected to take advantage of the provisions that apply to small charities and have prepared a Receipts and Payments account and Statement of Assets and Liabilities.

Alexandra Park Greenhouse Group  
Registered Charity Number 1177523

**Alexandra Park Greenhouse Group**  
**Notes to the accounts**  
**for the year ended 31st March 2025**

**1 Operating Premises & Staff**

The Greenhouse premises belong to Hastings Borough Council, but the group has been granted a long term lease to enable them to raise funds for the restoration project.  
The charity employs no staff

**2 Trustees' remuneration**

During the accounting period, trustees received no expenses. Remuneration or benefits

**3 Related Party Transactions**

During the accounting period there were no related party transactions

**4 Bank Accounts**

The purpose of the Charity's #2 Account is to hold separately those cash balances attributable to designated and restricted funds. The Trustees have decided in practice to hold a balance between £9,000 - £11,000 in the #1 Accounts and the remaining cash in the #2 Account to avoid large numbers of small transfers.

**5 Restricted Funds**

These are funds given to the charity, subject to specific restrictions set by the donor, but still within the general objects of the charity.

**6 Designated Funds**

These Funds are part of the unrestricted funds of the Charity and are available for general charitable expenditure at the discretion of the Trustees. The total represents funds allocated to identified projects which were in progress or approved in outline at the date of these accounts.

**ALEXANDRA PARK GREENHOUSE GROUP**

England & Wales - Charity number 1177523

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# Accounts

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**Alexandra Park Greenhouse Group**

**Registered Charity, number 1177523**

**Annual Report and Financial Statements**

**for the Year ended**

**31 March 2024**



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Hastings Voluntary Action  
Jackson Hall  
Portland Place  
Hastings  
East Sussex  
TN34 1QN

**Alexandra Greenhouse Group  
Trustee's annual report  
for the year ended 31 March 2024**

**Name of charity:** Alexandra Park Greenhouse Group

**Other Names by which the charity is known:** APGG, Alexandra Park Greenhouse, Alexandra Park Community Greenhouse

**Legal Status** Charitable Incorporated Organisation (Foundation Model)

**Registered Charity numt** 1177523

**Principal Address** 45 St Helens Road, Hastings, TN34 2EL

**Postal Address:** C/o Hastings Voluntary Action, Jackson Hall, Portland Place, Hastings TN34 1QN

**Trustees:** Linda Pearson - Chair  
Ann Hodkinson - Treasurer (Resigned 13February 2024)  
Charlotte Ramage - Secretary  
Sue Kirby  
Adrian Penfold (Resigned 6July 2024)  
Timothy Chapple  
Jane Seaton - Treasurer (Appointed 13 february 2024)

**Bankers:** NatWest, Hastings

**Independent Examiner:** Laura Dawson, Finance Manager Hastings Voluntary Action,  
HVA, Jackson Hall, Portland Place, Hastings, TN34 1QN

**Governance and Management**

The Charity is operated under the rules of its constitution registered with the Charity Commission on 13th March 2018. The charity's principal activity during the year continued to be the restoration, maintenance and upkeep of the Alexandra Park Greenhouse

The methods adopted for the recruitment and appointment of new trustees are as laid down in the constitution. Trustees are elected on a 3 year rotational basis. Retiring trustees are eligible for re-election. All trustees give their time freely and no trustee remuneration was paid during the year

**Public Benefit**

In writing their trustee report, the trustees of Alexandra Park Greenhouse Group have given due regard to the guidance of the charity commission on public benefit

**The Objectives of the CIO**

To provide facilities for recreation or leisure time occupation by providing an area for use as a community garden and other activities for individuals residing in Hastings and the surrounding area, 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 said inhabitants. To advance education for public benefit in particular opportunities for learning about horticulture.

Chair's Review April 1st 2023 - March 31st 2024

## *Let's Grow Together*

...a key message for this financial year.

Our increasing volunteer team has developed into a dedicated vibrant group of decision makers.

The community has been so generous with vital donations of plants seeds and gardening equipment. With these we are firmly on track to self-finance the running of the building.

Our programme of events, talks and community use has brought a wide variety of visitors to the greenhouse.

### **Restoration progress**

Weather permitting, Jason Wright who has led the restoration was on site for finishing touches to the frame and glazing. Issues involving extremely wet weather delayed the final areas of glazing to be completed which although frustrating did not hamper opening the greenhouse for gardening sessions and plant sales.

In addition to work on the greenhouse itself, brickwork has been repaired to the long border wall so a new planting could be designed and carried out. The selected perennials will increase stock for additional planting areas on the greenhouse site and will be donated to the park in the beds we manage. The old teak glazing bars have been used to make a wooden sculpture which is now adds additional interest to this border.

Funding from Tesco enabled us to repair and resurface the outside walkway where additional plants are sold and displayed. We now feel assured that this provides a safe, trip free pathway which is suitable for wheelchair access, and for volunteers tending the cold frame growing space.

### **Management**

A Greenhouse Committee has been formed reporting to the Trustees. They have responsibility for the maintenance of the building, volunteer and community engagement, horticultural development, publicity and events planning. Publicity has benefited by improved use of social media and an updated website.

### **Events, Talks and Community Use**

#### **April**

Fairlight Gardening Group visit

Children's Easter Hunt

Busy Bees preschool children's group using the greenhouse for a morning sing-a-long

East Coast College Assisted Education started a horticultural course running each Monday during term time

Organic Gardening talk with James Mellor

#### **May**

Two day art course proved that the greenhouse is a very successful perfect place to paint.

Busy Bees singing session continued.

#### **June**

Participated in Hastings Garden Festival.

#### **July**

Cactus Day special event promoting our wonderful collection of cactus and succulents.

#### **August**

Coastal Currents Exhibition of photography with a greenhouse theme.

Visit to Petworth to view greenhouse shading options: the greenhouse is very hot and we must resolve this.

#### **September**

Crowhurst Gardening Club visit.

Heritage Open Day featuring new permanent display boards on the history and the development of Hastings as a sea-side resort and the role the greenhouse played in the seafront planting displays.

Funding for presentation boards was provided by The Sussex Garden Trust for which we are most grateful.

#### **October and November**

Restoration and plant sales continued.

#### **December**

Volunteer Christmas Lunch was held at Pissaros. Big thank-you for all the effort and skill provided by our wonderful volunteers and supporters.

#### **January, February and March**

Three well-attended talks at Hastings Museum kept engagement with the community during the winter months. Fergus Garrett - *The Silk Route*, Travis Elborough- *A Walk in the Park*, Rhod Jones- *Walled Gardens and Glasshouses*

Annual Report April 2023 - March 2024

### Future plans

Future plans are to develop horticultural training and to provide opportunities for the community to increase and share their gardening and related skills in this historic growing space. We now wish to share this restored and centrally located growing space with other like-minded groups and charities and are undertaking work to the greenhouse and surrounding land to support this.

The Greenhouse Committee is now planning for the coming year, with budgets set for horticulture, maintenance, running costs, etc.

We embark on a new financial year with an enthusiastic commitment to explore the opportunities the greenhouse can offer the Hastings community and Hastings Borough Council's extensive parks and gardens

### Financial Review

In the year to 31 March 2024, the Charity received total income of £17,841 and spent £19,584. (2023 £11,264 and £64,711).

Full details of receipts and payments are given in the financial statements on page 5.

The Greenhouse restoration works have continued during the year, with a total of £115,002 having been spent since the formation of the Charity. Snagging works are continuing.

Plans to complete the restoration and further develop the site are reflected in the decision of the Trustees to designate a total of £47,885 for these works.

Grants totalling £4,232 were received in the year for restricted purposes and £1,262 of this total remained unspent at the year end.

The Charity goes forward into a new financial year with total reserves (held as cash balances) of £46,429 (2023 £48,172).

The Charity's general reserves at 31 March 2024 were £7438 which is equivalent to 12 months forecast unrestricted expenditure

### Reserves Policy

The charity is due to adopt a reserves policy in August 2024 which has been applied in the financial statements for the year ended 31 March 2024.

The Charity's policy is to hold sufficient general reserves i.e. unrestricted reserves which have not been designated for particular purposes to cover one year's expenditure in addition to any anticipated deficits, and to cover foreseeable short term repair and maintenance costs of the Greenhouse and its operating equipment.

The Charity's target forecast general reserves should be between 50% and 200% of this level.

The Trustees have discretion to designate any part of the Charity's unrestricted funds at any time: such designation should be supported by annual or project budgets.

Grants and donations given for specific purposes within the charitable objects of the Charity will be credited to restricted funds and only used for those purposes.

The reserves of the Charity at 31 March 2024 and 2023 are shown in the financial statements on page 5.

### Accounting and reporting responsibilities

The Trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (UK generally accepted accounting practice).

The Trustees have elected to take advantage of the provisions that apply to small charities and have prepared a Receipts and Payments account and Statement of Assets and Liabilities.

Accounting standards, which are primarily concerned with the presentation of a true and fair view, do not apply to receipts and payments accounts which are statements summarising the movement of cash into and out of the charity during the financial year. In this context cash includes cash equivalents, for example bank accounts where cash can be readily withdrawn to pay debts as they become due.

Signed on behalf of the charity's trustees:

Signed   
Linda Pearson, Chair

Date 13 August 2024

Signed   
Jane Seaton, Treasurer

Date 13 August 2024

**Independent Examiner's Report to the Committee of Alexandra Park Greenhouse Group**

I report on the accounts of Alexandra Park Greenhouse Group for the twelve month period ended 31 March 2024 which are set out in this document.

**Respective responsibilities of committee & examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for the year under section 144 of the Charities Act 2011 (the Charities Act), and that an independent examination is needed.

It is my responsibility:

- to examine the accounts under section 145 of the Charities Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention

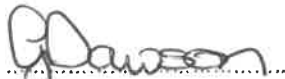
**Basis of independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the supporting documentation presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair" view and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- 1) which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Acthave not been met; or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Laura Dawson  
Finance Manager  
Hastings Voluntary Action  
Jackson Hall, Portland Place, Hastings, TN34 1QN

Date 14.05.2024

**Alexandra Park Greenhouse Group**  
**Receipts & Payments accounts**  
for the period  
**1 April 2023 to 31 March 2024**

Prior Year 2023		Notes	Current Year			Total funds
			Restricted funds	Designated Funds	Unrestricted funds	
-	<b>Receipts</b>					
-	Grants		4,232	-	-	4,232
7,200	Donations		-	-	2,327	2,327
-	Event Ticket Sales		-	-	1,417	1,417
4,064	Plant Sales		-	-	9,865	9,865
11,264			4,232	-	13,609	17,841
	<b>Expenditure</b>					
62,459	Greenhouse Restoration		2,970	10,156	-	13,126
849	Equipment & Maintenance		-	-	1,079	1,079
-	Horticulture		-	-	1,659	1,659
267	Marketing & Social Media		-	-	939	939
-	Insurance		-	-	1,004	1,004
42	Event costs		-	-	411	411
131	Electricity		-	-	173	173
134	Water Rates		-	-	163	163
515	Administration		-	-	115	115
-	Hospitality		-	-	622	622
314	Miscellaneous		-	-	295	295
64,711	<b>TOTAL PAYMENTS</b>		2,970	10,156	6,458	19,584
(53,447)	Net surplus (deficit)		1,262	(10,156)	7,151	(1,743)
	Movement in funds		-	47,885	(47,885)	-
101,619	Fund balances b/f	1/4/23	-	-	48,172	48,172
48,172			1,262	37,729	7,438	46,429

**Alexandra Park Greenhouse Group**  
**Statement of Assets & Liabilities**  
**as at**  
**31 March 2024**

Proir Year 2023			2024	Note
	<b>Current assets</b>			
2,484	Current Account	@ 31/03/24	7,153	5
45,688	No 2 Account	@ 31/03/24	38,991	5
-	Cash in hand	@ 31/03/24	180	
<u>48,172</u>			<u>46,324</u>	
	Income not yet received			
	Sum up Payment		131	
			<u>46,455</u>	
	<b>less Current liabilities</b>			
	Items not yet gone through the bank			
	Payments of Expenses & to Suppliers		26	
			<u>48,172</u>	
			<u>46,429</u>	
	Represented by:			
101,619	ACCUMULATED FUND b/f		48,172	
(53,447)	Net Receipts		(1,743)	
<u>48,172</u>			<u>46,429</u>	

Charity Law requires the Trustees to prepare financial statements for each financial year which comply with the regulations set out in the Charities Act 1993. The trustess have elected to take advantage of the provisions that apply to small charities and have prepared a Receipts and Payments account and Statement of Assets and Liabilities.

**Alexandra Park Greenhouse Group**  
**Notes to the accounts**  
**for the year ended 31st March 2024**

**1 Premises & Staff**

The premises belong to Hastings Borough Council, but the group has been granted a long term lease to enable them to raise funds for the restoration project.  
The charity employs no staff

**2 Trustees' remuneration**

During the accounting period, trustees received no expenses. Remuneration or benefits

**3 Related Party Transactions**

During the accounting period there were no related party transactions

**4 Glossary of Terms**

**Restricted Funds:** These are funds given to the charity, subject to specific restrictions set by the donor, but still within the general objects of the charity.

- 5** A transfer was made on 31 March 2024 between the bank accounts so that the No.2 Account now holds restricted and designated funds only.  
Transfer was for £3,871.29

**ALEXANDRA PARK GREENHOUSE GROUP**

England & Wales - Charity number 1177523

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# Accounts

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# **Alexandra Park Greenhouse Group**

**Registered Charity, number 1177523**

## **Annual Report and Financial Statements**

**for the Year ended**

**31 March 2023**

<b>Page</b>	<b>Contents:</b>
1	Organisation Information
2	Trustees Annual Report
3	Financial Review
4	Independent Examiner's report
5	Receipts & Payments Account
6	Statement of Assets & Liabilities
7	Notes to the Accounts

**Hastings Voluntary Action  
Jackson Hall  
Portland Place  
Hastings  
East Sussex  
TN34 1QN**

**Alexandra Greenhouse Group**  
**Trustee's annual report**  
**for the year ended 31 March 2023**

**Name of charity:** Alexandra Park Greenhouse Group

**Other Names by which the charity is known:** APGG

**Legal Status** Charitable Incorporated Organisation (Foundation Model)

**Registered Charity numt** 1177523

**Principal Address** 45 St Helens Road, Hastings, TN34 2EL

**Trustees:** Linda Pearson - Chair  
Ann Hodgkinson - Treasurer  
Charlotte Ramage - Secretary  
Sue Kirby (Appointed 02.08.2022)  
Adrian Penfold

**Bankers:** NatWest, Hastings

**Independent Examiner:** Laura Dawson, Finance Manager Hastings Voluntary Action,  
HVA, Jackson Hall, Portland Place, Hastings, TN34 1QN

**Governance and Management**

The Charity is operated under the rules of its constitution registered with the Charity Commission on 13th March 2018. The charity's principal activity during the year continued to be the maintenance and upkeep of the Alexandra Park Greenhouse

The methods adopted for the recruitment and appointment of new trustees are as laid down in the constitution. Trustees are elected on a 3 year rotational basis. Retiring trustees are eligible for re-election. All trustees give their time freely and no trustee remuneration was paid during the year

**Public Benefit**

In writing their trustee report, the trustees of Alexandra Park Greenhouse Group have given due regard to the guidance of the charity commission on public benefit

**The Objectives of the CIO**

To provide facilities for recreation or leisure time occupation by providing an area for use as a community garden and other activities for individuals residing in Hastings and the surrounding area, 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 said inhabitants. To advance education for public benefit in particular opportunities for learning about horticulture.

Annual Report April 2022 - March 2023

**Chair's Review April 1st 2022 - March 31st 2023**

An Exciting but Frustrating year.

The Major part of the restoration went smoothly then stalled due to labour delay waiting for materials and problem solving for this very special building. Our original plans were to install a zinc roof in the first 10m, this proved unviable so we had to rethink and glaze the total roof. Weather conditions proved challenging, too hot too wet too dry. We kept calm, continued to tend to the plants, safeguard the site and plan for the future, the ups outnumbered the downs.

Fergus Garret, head gardener and chief executive of Great Dixter accepted our invitation to be our patron, this is such a bonus and this is his endorsement:-

**This is a terrific project right in the heart of Hastings and will be a great resource for bringing people together. Both young and old. Education across the board is at the heart of this project and I fully support it.**

Fergus visited the GH on a couple of occasions and gave us some very valuable advice which we are now following. It is very special to have one of the most prestigious gardeners in the country living so close and to be able to call on him when a new horticultural question pops up. A visit to Great Dixter is so inspirational.

We also visited West Dean where Tom Brown head gardener gave us valuable experience on running a greenhouse (quite tricky) pest infection, water, heat levels to name but three.

Ray Bates of Rotherview Nurseries also gives us advice not only on plant care but on running a commercial business. We are marketing the greenhouse as a charity shop for plants.

We are delighted that two volunteers who had been working with us so successfully agreed to join the board of Trustees. Tim Chapple who as project manager worked closely with Jason Wright the master joiner spearheading the restoration and Sue Kirby who ran our successful crowdfunding campaign. She has brought a great deal of knowledge on running a charity. Her practical skills are also impressive. What a find.

Due to the delays in the restoration and mindful of the health and safety issues, volunteer work on site was somewhat curtailed. We did have a stall for the May Queen crowning in the park but visitors to the greenhouse was not encouraged. Overhead glass being fitted is a major health and safety challenge.

We were however, able to work with Chart-Greener Futures who helped us with some site maintenance and working together on improving the round bed in the park which we maintain. Hopefully we can do this again next year now we have made the contact.

We now have produced professional volunteer packs, and have updated our health and safety, safe guarding and data protection thanks to Charlotte Ramage who heads up this area as a trustee and secretary. Consequently we now feel more confident working with our established volunteers and those newly joined.

Establishing a Greenhouse Committee has been an excellent move. This committee now meets monthly at the Greenhouse to share their progress and challenges, the roles are - Site Management - Media and Communications - Horticultural Sales - Horticultural Development - Volunteer Engagement - Partnership opportunities and 3 year planning.

We Delayed Seeking an Events Manager, a vital role that will make the greenhouse a vibrant horticultural venue until we are confident that the greenhouse is ready to use.

We go forward into the next financial year confident that the greenhouse will be restored and our dream will be realised.

Annual Report April 2022 - March 2023

**Financial Review**

Year End Accounts for March 2022 have been posted on the Charity Commission Website.

The majority of the greenhouse restoration work is completed at a cost of £78,110.94 to date. Snagging works will be followed up with our builder Jason Wright and our Project Manager Tim Chapple. In the coming year we will be looking at various heating and shading options, also additional electrical and water requirements. Our total plant sales for the year amounted to £4,063.77 - Fundraising is ongoing.

During the year the charity received £11,263.77 (2022 £18,858) in Plant Sales & Donations, and spent £64,711.22 (2022 £33,982). The group goes forward into a new financial year with a surplus of £48,171.98 (2022 £101,619).

**Accounting and reporting responsibilities**

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (UK generally accepted accounting practice).

The law applicable to charities in England and Wales requires trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and apply them consistently
- Observe the methods and principles in the Charities SORP
- Make judgements and estimates that are reasonable and prudent
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation

The charity has no specific policy on reserves but will be formulating one in the coming year to accommodate their need to raise funds for the restoration of the greenhouse.

Signed on behalf of the charity's trustees:

Signed   
Linda Pearson, Chair

Date 6/11/2023

Signed   
Ann Hodkinson, Treasurer

Date 23/11/2023

## Independent Examiner's Report to the Committee of Alexandra Park Greenhouse Group

I report on the accounts of Alexandra Park Greenhouse Group for the twelve month period ended 31 March 2023 which are set out in this document.

### Respective responsibilities of committee & examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for the year under section 144 of the Charities Act 2011 (the Charities Act), and that an independent examination is needed.

It is my responsibility:

- to examine the accounts under section 145 of the Charities Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention

### Basis of independent examiner's report


02-Mar

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the supporting documentation presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair" view and the report is limited to those matters set out in the statement below.

### Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- 1) which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Acthave not been met; or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Laura Dawson

Finance Manager

Hastings Voluntary Action

Jackson Hall, Portland Place, Hastings, TN34 1QN

24/11/2023

Alexandra Park Greenhouse Group  
Registered Charity Number 1177523

**Alexandra Park Greenhouse Group**  
**Receipts & Payments accounts**  
for the period  
**1 April 2022 to 31 March 2023**

Prior Year 2022		Notes	Current Year		Total funds
			Restricted funds	Unrestricted funds	
10,519	<b>Receipts</b>				
-	Grants & Donations		-	7,200.00	7,200.00
8,339	Ticket Sales		-	-	-
	Plant Sales & Events		-	4,063.77	4,063.77
	Miscellaneous		-	-	-
<u>18,858</u>				<u>11,263.77</u>	<u>11,263.77</u>
	<b>Expenditure</b>				
20,772	Greenhouse Restoration		-	62,458.96	62,458.96
267	Misc Expenses		-	313.31	313.31
245	Printing & Marketing		-	54.98	54.98
-	Electricity		-	131.48	131.48
337	Equipment		-	112.80	112.80
115	Room Hire & Events		-	42.00	42.00
168	Legal Fees		-	-	-
1,015	Insurance		-	735.46	735.46
-	Junction 44		-	212.79	212.79
43	Water Rates		-	134.44	134.44
20	Bank Charges		-	-	-
-	HVA		-	515.00	515.00
<u>22,982</u>	<b>TOTAL PAYMENTS</b>			<u>64,711.22</u>	<u>64,711.22</u>
- 4,124	Net surplus (deficit)		0.00	-53,447.45	-53,447.45
	Movement in funds		-	-	-
<u>105,744</u>	Fund balances b/f	1/4/22	-	<u>101,619.43</u>	<u>101,619.43</u>
101,619				48,171.98	48,171.98

**Alexandra Park Greenhouse Group**  
**Statement of Assets & Liabilities**  
**as at**  
**31 March 2023**

2022				2023
	<b>Current assets</b>			
1,156	Current Account	@	31/03/23	2,483.94
100,463	Savings Account	@	31/03/23	45,688.04
-	Cash in hand	@	31/03/23	-
<u>101,619</u>				<u>48,171.98</u>

**less Current liabilities**

<u>101,619</u>		<u>-</u>
	<b>Represented by:</b>	
105,744	ACCUMULATED FUND b/f	101,619.43
- 4,124	Net Receipts	-53,447.45
<u>101,619</u>		<u>48,171.98</u>

Charity Law requires the Trustees to prepare financial statements for each financial year which comply with the regulations set out in the Charities Act 1993. The trustees have elected to take advantage of the provisions that apply to small charities and have prepared a Receipts and Payments account and Statement of Assets and Liabilities.

**Alexandra Park Greenhouse Group**  
**Notes to the accounts**  
**for the year ended 31st March 2023**

**1 Receipts & Payments Accounts**

Receipts and payments accounts are statements that summarise the movement of cash into and out of the charity during the financial year. In this context "cash" includes cash equivalents, for example, bank accounts where cash can be readily withdrawn to pay for debts as they become due.

**2 Premises & Staff**

The premises belong to Hastings Borough Council, but the group has been granted a long term lease to enable them to raise funds for the restoration project.

The charity employs no staff

**3 Trustees' remuneration**

During the accounting period, trustees received no expenses. Remuneration or benefits

**4 Related Party Transactions**

During the accounting period there were no related party transactions

**6 Glossary of Terms**

**Restricted Funds:** These are funds given to the charity, subject to specific restrictions set by the donor, but still within the general objects of the charity.

**ALEXANDRA PARK GREENHOUSE GROUP**

England & Wales - Charity number 1177523

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# Accounts

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# **Alexandra Park Greenhouse Group**

**Registered Charity, number 1177523**

## **Annual Report and Financial Statements**

**for the Year ended**

**31 March 2022**

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Hastings Voluntary Action  
Jackson Hall  
Portland Place  
Hastings  
East Sussex  
TN34 1QN

Alexandra Park Greenhouse Group  
Registered Charity Number 1177523

**Alexandra Greenhouse Group**  
**Trustee's annual report**  
**for the year ended 31 March 2022**

**Name of charity:** Alexandra Park Greenhouse Group

**Other Names by which the charity is known:** APGG

**Legal Status** Charitable Incorporated Organisation (Foundation Model)

**Registered Charity numt** 1177523

**Principal Address** 45 St Helens Road, Hastings, TN34 2EL

**Trustees:** Linda Pearson - Chair  
Ann Hodkinson - Treasurer  
Adrian Penfold  
Jill Penfold

**Bankers:** NatWest, Hastings

**Independent Examiner:** Laura Dawson, employee of Hastings Voluntary Action,  
HVA, Jackson Hall, Portland Place, Hastings, TN34 1QN

**Governance and Management**

The Charity is operated under the rules of its constitution registered with the Charity Commission on 13th March 2018. The charity's principal activity during the year continued to be the maintenance and upkeep of the Alexandra Park Greenhouse

The methods adopted for the recruitment and appointment of new trustees are as laid down in the constitution. Trustees are elected on a 3 year rotational basis. Retiring trustees are eligible for re-election. All trustees give their time freely and no trustee remuneration was paid during the year

**Public Benefit**

In writing their trustee report, the trustees of Alexandra Park Greenhouse Group have given due regard to the guidance of the charity commission on public benefit

## Annual Report April 2021 - March 2022

### **The Objectives of the CIO are:-**

To provide facilities for recreation or leisure time occupation by providing an area for use as a community garden and other activities for individuals residing in Hastings and the surrounding area, 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 said inhabitants. To advance education for public benefit in particular opportunities for learning about horticulture.

### **Review year April 1st 2021 - March 31st 2022**

It is increasingly apparent facing the challenges of covid, that benefits to health and well-being are greatly enhanced by connecting with the natural world.

The opportunity to enjoy the countryside and urban green spaces provided by councils in towns and cities are a vital resource. Gardens, parks and nature trails are ever more popular enriching our leisure time, increasing physical activity and easing mental stress. Outdoor exercise helps reduce many health issues, the benefits that gardening brings and the nutritional value of home grown vegetables to our diets are now encouraged as part of a healthy lifestyle.

Alexandra Park in the centre of Hastings has welcomed the community in increasing numbers throughout the pandemic, the gardening and maintenance teams created stunning flower displays and ensured the impressive collection of trees and shrubs were carefully maintained. The local community and visitors to Hastings enjoyed this idyllic green space and in doing so have supported the greenhouse restoration objectives with interest and enthusiasm. They look forward to developing the use of the greenhouse productively and creatively when the restoration is complete.

The planned development of the derelict Southern Water pumping station adjacent to the greenhouse has finally been resolved after 20 years. The building is being repurposed as a café scheduled to open in the summer of 2022. This café will be a new facility in the park, we hope to work with the new owners to host events and open days at the greenhouse.

### **2021-2022 Overview**

We have been contacted by Jackson's a local engineering company selected by Hastings Borough Council as the contractor to carry out the major work repairing Buckshole Reservoir. We hope their support will be given to the greenhouse with the offer of materials and labour. We discussed laying an improved walkway along the depot side of the greenhouse building, they are currently looking into proposals.

#### **May**

Clarity on insurance issues were resolved with Hastings Borough Council. Sue Kirby and Charlotte Ramage undertook what proved to be a lengthy process. The building reinstatement value is required in the terms of the lease. Work in progress insurance had also to be prepared this will be in place when work on site commences.

Charlotte Ramage joined the board of trustees as charity secretary bringing additional professional experience and much enthusiasm. Her remit will include reaching out to other compatible community groups in order to grow together with, in the future.

#### **June**

Received approval for the scope of work we submitted to Hastings Borough Council

A new plan for the depot side walkway of the greenhouse was undertaken by lead volunteers Eddie Weekes who designed the planting scheme and Paul Sleet who dismantled and rebuilt the internal raised beds making new planting areas against the new perimeter fence. This project was aided by volunteers from CHART who were very willing to move quantities of soil and compost to fill the new display beds which look very professional. These beds showcase the range of donated plants the community have supplied from their gardens.

Paul also built extra plant display shelving, potting up tables and a study table and bench set with wood donated by Charlotte. Volunteers now enjoy a dedicated area to sit, enjoy tea and the fruits of their labour.

With extra plant sales in mind a card reader was purchased to accommodate larger purchases at the weekly sales, this has proved invaluable and has as expected increased income. We promote the Alexandra Park Greenhouse as a plant charity shop, the community and supermarkets donate plants which we then sell to make our working capital. Founder trustees Adrian and Jill undertake the not insignificant endeavour to collect the donated plants from Sainsbury's and make them flourish again, these plants add colour and variety to our plant sale offer. We are very grateful to all the supermarkets who give their support, Asda, Sainsbury's, Tesco and Morrisons. We were also donated some stylish terracotta planters from Great Park Farm Nursery in Battle.

Debbie Quinn has taken our social media to new heights with posts sometimes reaching over 2,000 a week. Our improved website is also proving to be a success, this will be updated on a regular basis by Sue Kirby who has taken over the management. Sue will join the trustee board in the near future.

## **July**

### **Restoration Preparation**

Ann Hodkinson our treasurer has now the responsibility along with the other trustees to manage the precious funds for the restoration. We are reassured that Tim Chapple who has given much support volunteered to project manage the restoration. His past experience and professional approach is invaluable

Timber at a cost of £3,000 to replace the glazing bars was purchased from JW Timber, this is the first step in the restoration process. Building materials have rocketed in price and lead times are becoming longer due to covid. We were pleased to secure the timber required which has now been safely stored in Jason's workshop. Work on the glazing bars commenced offsite as soon as the new profile has been agreed to accommodate the heavier toughened glass. Jan 2022 glass purchase from Croft Glass £9,189 now stored offsite.

### **Volunteer Contribution**

Our loyal group and some new recruits of dedicated volunteers have given their constant support and expertise throughout the year. A rota was introduced so volunteers could work alone in the greenhouse, this meant that when covid restrictions were demanded we were still able to do the vital work of maintaining the borders and maintaining the site. Saturday plant sales were reintroduced complying with covid guidelines.

CHART volunteers were able to work with us during July and August making a very successful team. It was however, disappointing that most of the groups who used the greenhouse for training sessions had to be cancelled due to works in progress.

## **July**

We were invited to take a stall at the prestigious Great Dixter plant fair in July, a great success. Our stall looked very professional receiving compliments from the acclaimed nurseries who showed there. Interesting new contacts were made who we can call on for advice in the future.

## **August/September**

Plant stall at the delayed May Queen event in the park.

Trip to RHS Wisley was very inspirational for the 8 volunteers who attended.

Heritage Open day was unfortunately cancelled due to covid.

Succulent Saturday proved very successful thanks to Eddie Weeks wonderful selection of plants for sale. We took £700 in 2.5hrs

## **October**

Spooky Halloween plant sale was fun selling many spider plants to suit the theme. It was though a very wet weekend that dampened the potential for very good sales.

## **December**

AGM 2020-21 was well attended and much improved with the addition of power point presentation which Charlotte and Sue developed.

## **January 2022**

Resignation of one of our founder members, Jill Penfold.

Jill a long standing volunteer, trustee and plants woman advised that she would like to step down from the board.

As a major contributor to the running of the greenhouse along with excellent plant sale management, we shall miss her excellent organisational skills and positive attitude. Her contribution throughout the years has helped tremendously in the progress of achieving our goals. We all appreciate her continued support as she continues nurturing plants in the garden she and her husband Adrian share. She is much missed at the greenhouse.

### **Funding Required**

The trustees have identified the following areas where funding will still be required.

1. New concrete tiled floor throughout the greenhouse, and improved external walkway which will become an increased selling area and space for training - £15,000
2. Design and construction of glazed timber doors to close an area for training workshops or talks within the greenhouse - £10,000
3. Wooden tool shed - £2,000

Applications have been submitted to the Lottery Community Fund for £10,000 and Hastings Round Table for £5,000 towards a new floor throughout the greenhouse.

We have prepared applications to the Finnis Scott Foundation for the glazed partition within the greenhouse.

We look forward to finally having a fully functioning greenhouse for the community to use next year.

**Lets Grow Together and Get It Done!**

Annual Report April 2021 - March 2022

**Financial Review**

The greenhouse finances all its activities with the sale of plants and produce grown by volunteers working in the greenhouse, the amount of revenue generated in the financial year demonstrated the success of the work being undertaken by the volunteers, and groups already using the greenhouse in it's current state.

The greenhouse is available for private hire, the community enjoy talks, demonstrations, practical workshops, art classes, parties and social gatherings. A varied scale of hire fees will be implemented. The greenhouse has only a temporary roof cover so the opportunities to increase these events are hampered by weather conditions and seasonal light levels.

During the year the charity received £18,857.57 (2021 £100,915) in grants and fundraising activities, and spent £22,981.92 (2021 £8,089). The group goes forward into a new financial year with a surplus of £101,619.43 (2021 £105,744).

**Accounting and reporting responsibilities**

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (UK generally accepted accounting practice).

The law applicable to charities in England and Wales requires trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and apply them consistently
- Observe the methods and principles in the Charities SORP
- Make judgements and estimates that are reasonable and prudent
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation

The charity has no specific policy on reserves but will be formulating one in the coming year to accommodate their need to raise funds for the restoration of the greenhouse.

Signed on behalf of the charity's trustees:

Signed \_\_\_\_\_  
Linda Pearson, Chair

Date \_\_\_\_\_

Signed \_\_\_\_\_  
Ann Hodkinson, Treasurer

Date \_\_\_\_\_

## **Independent Examiner's Report to the Committee of Alexandra Park Greenhouse Group**

I report on the accounts of Alexandra Park Greenhouse Group for the twelve month period ended 31 March 2022 which are set out in this document.

### **Respective responsibilities of committee & examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for the year under section 144 of the Charities Act 2011 (the Charities Act), and that an independent examination is needed.

It is my responsibility:

- to examine the accounts under section 145 of the Charities Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention

### **Basis of independent examiner's report**

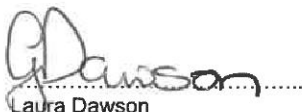
02-Mar

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the supporting documentation presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair" view and the report is limited to those matters set out in the statement below.

### **Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- 1) which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Acthave not been met; or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Laura Dawson  
Finance Manager  
Hastings Voluntary Action  
Jackson Hall, Portland Place, Hastings, TN34 1QN

**Alexandra Park Greenhouse Group**

Receipts & Payments accounts

for the period

1 April 2021 to 31 March 2022

31/03/2021

Current Year

	Notes	Restricted funds	Unrestricted funds	Total funds
<b>Receipts</b>				
93,008		-	10,519.00	10,519.00
7,907		-	-	-
		-	8,338.57	8,338.57
		-	-	-
<u>100,915</u>		<u>-</u>	<u>18,857.57</u>	<u>18,857.57</u>
<b>Expenditure</b>				
2,869		-	20,772.21	20,772.21
240		-	266.65	266.65
1,283		-	245.37	245.37
80		-	-	-
		-	337.11	337.11
425		-	114.90	114.90
		-	168.00	168.00
318		-	1,015.46	1,015.46
1,285		-	-	-
89		-	42.56	42.56
-		-	19.66	19.66
1,500		-	-	-
<u>8,089</u>		<u>-</u>	<u>22,981.92</u>	<u>22,981.92</u>
<u>92,826</u>		0.00	-4,124.35	-4,124.35
		-	-	-
		-	105,743.78	105,743.78
<u>105,744</u>	1/4/21	<u>-</u>	<u>101,619.43</u>	<u>101,619.43</u>

**Alexandra Park Greenhouse Group**  
**Statement of Assets & Liabilities**  
**as at**  
**31 March 2022**

<b>2021</b>				<b>2022</b>
	<b>Current assets</b>			
105,743	Current Account	@	31/03/22	1,156.27
-	Receipts not paid	@	31/03/22	100,463.16
-	Cash in hand	@	31/03/22	-
<u>105,743</u>				<u>101,619.43</u>
	<b>less Current liabilities</b>			
				-
<u>105,743</u>				<u>101,619.43</u>
	<b>Represented by:</b>			
12,918	ACCUMULATED FUND b/f			105,743.78
92,826	Net Receipts			-4,124.35
<u>105,744</u>				<u>101,619.43</u>

Charity Law requires the Trustees to prepare financial statements for each financial year which comply with the regulations set out in the Charities Act 1993. The trustess have elected to take advantage of the provisions that apply to small charities and have prepared a Receipts and Payments account and Statement of Assets and Liabilities.

**Alexandra Park Greenhouse Group**  
**Notes to the accounts**  
**for the year ended 31st March 2022**

**1 Receipts & Payments Accounts**

Receipts and payments accounts are statements that summarise the movement of cash into and out of the charity during the financial year. In this context "cash" includes cash equivalents, for example, bank accounts where cash can be readily withdrawn to pay for debts as they become due.

**2 Premises & Staff**

The premises belong to Hastings Borough Council, but the group has been granted a long term lease to enable them to raise funds for the restoration project.  
The charity employs no staff

**3 Trustees' remuneration**

During the accounting period, trustees received no expenses. Remuneration or benefits

**4 Related Party Transactions**

During the accounting period there were no related party transactions

**6 Glossary of Terms**

Restricted Funds: These are funds given to the charity, subject to specific restrictions set by the donor, but still within the general objects of the charity.

**ALEXANDRA PARK GREENHOUSE GROUP**

England & Wales - Charity number 1177523

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# Accounts

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**Alexandra Park Greenhouse Group**

Registered company number 1177523

**Annual Report and Financial statements  
for the year ended 31 March 2021**

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2 - 8	Trustees' annual report
9	Independent examiner's report
10	Receipts & payments account
11	Statement of assets & liabilities
12	Notes to the accounts

**Alexandra Park Greenhouse Group  
Trustees' annual report  
for the year ended 31st March 2021**

**Full name** Alexandra Park Greenhouse Group

**Other names by which the charity is known** APGG

**Legal status** Charitable Incorporated Organisation (foundation model)

**Registered charity number** 1177523

**Principal address** 45 St Helens Road, Hastings, TN34 2EL

**Trustees** Linda Pearson - Chair  
Ann Hodgkinson - Treasurer  
Adrian Penfold  
Jill Penfold

**Bankers** NatWest, Hastings

**Independent examiner**

Pat Weaver, employee of Hastings voluntary Action, Jackson Hall, Portland Place,  
Hastings, TN34 1QN

**Governance and management**

The charity is operated under the rules of its constitution registered with the Charity Commission on 13<sup>th</sup> March 2018. The charity's principal activity during the year continued to be the maintenance and upkeep of the Alexandra Park Greenhouse.

The methods adopted for the recruitment and appointment of new trustees are as laid down in the constitution. Trustees are elected on a 3 year rotational basis. Retiring trustees are eligible for re-election. All trustees give their time freely and no trustee remuneration was paid during the year.

**Public Benefit**

In writing their trustee report, the trustees of Alexandra Park Greenhouse Group have given due regard to the guidance of the charity Commission on public benefit.

# Alexandra Park Greenhouse Group CN 1177523

Annual Report April 1<sup>st</sup> 2020 - March 31<sup>st</sup> 2021

The objectives of the CIO are:-

To provide facilities for recreation or our leisure time occupation by providing an area for use as a community garden and other activities for individuals residing in Hastings and the surrounding area, 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 said inhabitants. To advance educate for the public benefit in particular by providing opportunities for learning about horticulture.

Review year April 1<sup>st</sup> 2020-March 31<sup>st</sup> 2021

In a unprecedented year the trustees have striven to continue to provide the volunteers and the community a safe environment in which to enjoy and develop horticultural skills. Working together we have built a resourceful team which have continued to work on the restoration plan for the greenhouse, improving the site and holding plant sales and small events when covid restrictions have permitted.

In April we were coming to terms with the disappointing news that our Heritage Lottery funding application was not successful. As we formulated a new strategy the covid lock downs started forcing us to cancel plans for additional fund-raising and extending opportunities for community groups to use the greenhouse for their own horticultural and nature focus activities.

Undeterred, we developed a network of front garden plant sales to ensure much needed funds were still forthcoming for the restoration appeal. We were donated many bedding and vegetable plants by enthusiastic gardeners eager to support and pleased to see their well tended seedlings being sold to enhance new gardens where they would be tended with the same dedication. One new contact proved to be not only a brilliant gardener, but also a newly retired builder who offered his skills in both areas. He has volunteered to re-point the greenhouse brickwork reducing the restoration cost by £6,000 he has also made planters and bird boxes to sell along with the plants. Thank-you Paul Sleet.

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The garden sales resulted in meeting new volunteers with valuable skills. We now

have a web site manager Sue Kirby who has introduced new ideas and improvements to the web-site which needed updating. News letters are now regularly circulated, which keeps everyone updated on our progress.

Sue also headed our successful Crowd-Funding campaign which ran through July and August, raising well over the £10,000 target we set.

The campaign was linked to a very substantial donation from a member of the community who, impressed by our work was moved to give financial support after our disappointment with the National Lottery application. This was the most wonderful boost to the group and the communities moral.

We can now really start the restoration of the building.

Social Media has really taken off thanks to Debbie Quinn who manages our face book messaging. Weekly updates are resulting in many more plant donations from the community. Sainsbury's have kept us well stocked with plants some in need of TLC and a great selection of stylish plant holder's which have made our indoor plant offer really special. Lock down has increased the popularity of indoor gardening and bringing the outdoors in has become so important. Welcome back to spider plants and macramé hanging baskets.

Heather Collins joined our volunteer gardening team bringing not only her gardening skills but those of a professional artist making soft sculptural pieces displayed in many galleries. She has created new presentations using donated furniture to plant up for interesting new displays.

#### Community Activities organised at greenhouse April 2020 - March 31st 2021.

Much of the planned events and gathering had to be cancelled not only because of covid but the failure of the roof cover we had erected in September 2019. Weather conditions stopped some events and community groups activities as the new polypropylene roof cover gave no protection from the rain. Nick Henessy from HBC swiftly erected two gazebos inside the greenhouse which gave us some shelter and have helped us to keep going. We did have to cancel the East Sussex College assisted learning groups, and Education Futures Trust pre school classes which was so disappointing.

We are all working on the community round bed in the park which continues to look lovely and is much admired.

In April we gave a talk on the history of greenhouses at St. Mary's in the Star in Hastings Old Town, but all other events were cancelled until September when we opened for Heritage Open Day with a special talks on apple growing by Peter May and a fabulous additional display of cactus brought by Alan Bromley.

We were also concluding our Crowd-funding Campaign so we had visits from the major Nigel Sindon, Councillor Maya Evans, Margie O'Halogan, Hastings Lions who donated £500. BBC Sussex covered our crowd-Funding with an interview.

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£15,000 was raised during the campaign. We are so grateful for the support of the community and East Sussex County Council who donated £2,500.00 as we hit our

£10,000 target. The money will be used to install the electricity so we are able to use power tools during the restoration and to erect a perimeter fence providing security extra space to work and to create extra growing space.

We are now working with Wild About Hastings and other green groups with the mission of improving the town with more green spaces.

### **Administration**

New 25 year lease issued by HBC

Two bank accounts, restoration running costs

New web site designed activated July 2020 now have over 500 subscribers.

Donation button on web site 2020

Health and Safety improvements Jan 2021

Water billing now APGG responsibility, water pipe repaired by HBC

### **Site Development during 2020/2021**

New roof cover paid for from the proceeds of the Birdsong Concert.

Rear terracing fully planted a blaze of colour

Borders planted, yew hedge planted.

New Fence with fire gate erected in Feb 2021

New signage for the plant sales and the railings.

Pot storage completed in section four by our long time volunteer Joan Bell.

### **Action for 2021/22**

Start and complete the greenhouse restoration

Application to Heritage Lottery for project workers salary linked with Groundwork

Friends of Alexandra Park Greenhouse Group

Plan a gardening group

New safety rails to be installed.

Develop work in partnership with Greener Futures.

### **Focus on key projects with the community**

Feeding Growing Family's growing vegetables and fruit

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New Garden Features working with supported housing for adults

Developing horticultural working opportunities with Greener Futures and CHART.

We are looking forward to the future development of the greenhouse so we can all **GROW TOGETHER** in future years.

## **Alexandra Park Greenhouse Group Trustees' annual report for the year ended 31st March 2021 – cont'd**

### **Financial review**

The greenhouse finances all its activities with the sale of plants and produce grown by volunteers working in the greenhouse, the amount of revenue generated in the financial year demonstrates the success of the work being undertaken by the volunteers, and groups already using the greenhouse in its current state.

The greenhouse is available for private hire, the community enjoy talks, demonstrations, practical workshops, art classes, parties and social gatherings. A varied scale of hire fees will be implemented. The greenhouse has only a temporary roof cover so the opportunities to increase these events are hampered by weather conditions, and seasonal light levels.

During the year the charity received £100,915 (2020: £8,360) in grants and fundraising activities, and spent £8,089 (2020: £4,371). The group goes forward into a new financial year with a surplus of £105,744 (2020: £12,918).

### **Accounting and reporting responsibilities**

The trustees are responsible for preparing the Trustees' Annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (UK generally accepted accounting practice).

The law applicable to charities in England and Wales requires trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently
- observe the methods and principles in the Charities SORP
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation


The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable that the financial statements comply with the Charities Act 2011, the Charity (Accounts and reports) Regulation 2008 and the provision of the governing document. They are also responsible for safeguarding the assets of the charity and

**Alexandra Park Greenhouse Group**  
**Statement of assets and liabilities**  
**at 31st March 2021**

31.03.20	Notes	31.03.21
£		£
	<b><u>Current assets</u></b>	
10,835	Current accounts	105,743
	Receipts not paid in at year end	
53 46	Cash in hand	
<u>12,318</u>		<u>105,743</u>
	<b><u>less Current liabilities</u></b>	
<u>12,318</u>		<u>105,743</u>
	<b><u>Represented by:</u></b>	
8,928	Accumulated fund b/f	12,918
3,990	Net receipts	92,825
<u>12,918</u>		<u>105,743</u>

These financial statements are accepted on behalf of the charity by:

Signed  \_\_\_\_\_ Dated 1.11.2021  
Ann Hodgkinson, Treasurer

Signed  \_\_\_\_\_ Dated 1-11-21  
Adrian Penfold, Trustee

## Independent examiner's report to the trustees of Alexandra park Greenhouse Group for the year ended 31st March 2021

I report on the accounts of Alexandra Park Greenhouse Group for the period ended 31<sup>st</sup> March 2021 which are set out on pages 2-11.

### Respective responsibilities of committee & examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act), and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 146 of the Charities Act
- to follow the procedures laid down in the general directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention

### Basis of independent examiners report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a true and fair view and the report is limited to those matters set out in the statement below.

### Independent examiners statement

In connection with my examination, no matter has come to my attention

1. which gives reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 130 of the Charities Act
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Pat Weaver  
Community Accountancy worker  
Hastings Voluntary Action  
Jackson Hall, Portland Place, Hastings. TN34 1QN

Dated:

**Alexandra Park Greenhouse Group  
Receipts & payments account  
for the year ended 31st March 2021**

31.03.20	Note	<u>Receipts</u>	Unrestricted funds	Restricted funds	Total funds
1,521		Grants & Donations	93,008	-	93,008
1,040		Ticket sales	7,907	-	7,907
5,711		Plant sales & events	-	-	-
89		Miscellaneous	-	-	-
<b>8,361</b>		<b>TOTAL RECEIPTS</b>	<b>100,915</b>	<b>-</b>	<b>100,915</b>
		<u>Payments</u>			
2,798		Greenhouse restoration	2,869	-	2,869
405		Miscellaneous	240	-	240
438		Printing & Marketing	1,283	-	1,283
-		Health & safety	80	-	80
-		Independent Examination	-	-	-
298		Room hire & events	425	-	425
-		Membership	-	-	-
318		Insurance	318	-	318
114		Domain	1,285	-	1,285
-		Water rates	89	-	89
-		Crowdfunding	1,500	-	1,500
<b>4,371</b>		<b>TOTAL EXPENDITURE</b>	<b>8,090</b>	<b>-</b>	<b>8,090</b>
<b>3,990</b>		Net receipts	<b>92,825</b>	<b>-</b>	<b>92,825</b>
-		Movement in funds	500	-500	-
<b>8,928</b>		Fund balances carry forward 31st March 2021	<b>12,418</b>	<b>500</b>	<b>12,918</b>
<b>12,918</b>		Fund balances cd forward 31st March 2020	<b>105,743</b>	<b>-</b>	<b>105,743</b>

**Alexandra Park Greenhouse Group  
Trustees' annual report  
for the year ended 31st March 2021 – cont'd**

hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**The charity's policy on reserves**

The charity has no specific policy on reserves but will be formulating one in the coming year to accommodate their need to raise funds for the restoration of the greenhouse.

Signed on behalf of the charity's trustees:

Signed \_\_\_\_\_  
Adrian Penfold, Trustee



Date 1-11-21

Signed \_\_\_\_\_  
Ann Hodgkinson, Treasurer



Date 1/11/2021

**Alexandra Park Greenhouse Group**  
**Notes to the accounts**  
**for the year ended 31st March 2021**

**1. Receipts & payments accounts**

Receipts and payments accounts are statements that summarise the movement of cash into and out of the charity during the financial year. In this context "cash" includes cash equivalents, for example, bank accounts where cash can be readily withdrawn to pay for debts as they become due.

**2. Premises & staff**

The premises belong to Hastings Borough Council, but the group has been granted a long term lease to enable them to raise funds for the restoration project.

The charity employs no staff

**3. Trustees' remuneration**

During the accounting period, Trustees received no expenses, remuneration or benefits.

**4. Related party transactions**

During the accounting period there were no related party transactions.

**5. Previous period comparison**

The previous period's figures have not been included for comparison because this is the charity's first accounting period.

**6. Glossary of terms**

**Restricted funds:** These are funds given to the charity, subject to specific restrictions set by the donor, but still within the general objects of the charity.