

**Registered Charity Number: 1181333**

## **Tinsley Community Allotment**

### **ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**

**For the year ended 31 December 2021**

## **Tinsley Community Allotment**

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## **Tinsley Community Allotment**

### **Legal and administrative information for the year ended 31 December 2021**

#### **Trustees**

<b>Name</b>	<b>Position</b>
Timothy Shortland	Chair
Rodney Heslop	Treasurer
Sheila Sutherland	Secretary
Michael Steadman	
Mary Sewell	

#### **Other key personnel**

Jacqui Dace	Community Allotment Worker
Jess Banham	Community Allotment Worker

#### **Charity number**

1181333

#### **Principal address**

C/o Tinsley Forum  
120-126 Bawtry Road  
Sheffield  
S9 1UE

#### **Accountants**

VAS Community Accountancy  
The Circle  
33 Rockingham Lane  
Sheffield  
S1 4FW

## **Tinsley Community Allotment**

### **Trustees' annual report For the year ended 31 December 2021**

The trustees submit their annual report and the financial statements for the year ended 31 December 2021.

#### **Structure, governance and management**

Tinsley Community Allotment is a Charitable Incorporated Organisation which registered with the Charity Commission on 21 December 2018. Tinsley Community Allotment is governed by the rules and regulations set down in its governing document as last updated on 21 December 2018.

The organisation started operating in February 2019, previously it was operated as part of the Tinsley Tree project, but has now transitioned to being an independent charitable organisation.

#### ***Method of Recruitment and Appointment of Trustees***

Trustees are recruited through putting out requests within the allotment, gardening and horticultural network in Sheffield. Trustees are appointed by invitation to attend a meeting, with information regarding the roles and responsibilities having been shared prior to the meeting. Appointment includes signing a trustee declaration.

#### **Charitable objectives and activities**

The objects of the charity are:

1. to further or benefit the residents of Tinsley, South Yorkshire without distinction of gender, sexual orientation, race or of political, religious or other opinions by providing allotment facilities in the interests of social welfare for recreational leisure time occupation with the objective of improving life for the residents.
2. to advance the education of the public, in particular young people, by providing practical horticultural activities with links to the national curriculum.

#### **The activities we do to meet our objectives are:**

Tinsley Community Allotment is open on Friday mornings offering educational and experiential sessions to school children from the local primary school – Tinsley Meadows Primary Academy. One group attends each week during term time and we occasionally offer one-off sessions to whole year groups (split into smaller groups) linking with particular national curriculum themes in school. Activities offered to these children include: sowing and planting; riddling compost; leaf collecting and composting; weeding, watering and harvesting; themed scavenger hunts; art and craft.

The allotment is also open on Friday afternoons to the general public. These sessions are aimed more towards local adults during term time, but are generally open to all. Volunteers attend sessions and help with all tasks on the allotment: sowing, planting, tidying, composting and planning what to grow. They are offered harvested produce to take home with them at the end of the sessions. The allotment is also offered as a space for relaxing, socialising and learning about horticulture.



## **Tinsley Community Allotment**

### **Trustees' annual report For the year ended 31 December 2021**

#### **The activities we do to meet our objectives (continued)**



This year we have set up an allotment-based, weekly toddler group on Thursday mornings in term time. This is aimed at families from the local and nearby areas with pre-school aged children. The children can attend with carers and we offer them allotment themed activities, art and craft, toys, a music wall, a chance to relax with a book in the reading den, snack time, harvested produce and social opportunities for the parents and carers. This has proved to be very successful, bringing in fourteen families with young children.

Tinsley is part of the Darnall Ward and falls within the 10% most deprived nationally. Tinsley area is culturally diverse, with a large BAME population, including transient communities such as Slovak Roma. There are high levels of need including prevalence of poor mental health, social isolation in the elderly, chronic ill-health and co-morbidity as well as low levels of physical activity, uptake of services e.g. poor nutrition and obesity, low literacy levels (particularly where English is not a first language).

Activities undertaken at Tinsley Community Allotment address a number of these differing priorities within the local area, including:

Improvement to health, wellbeing and self-esteem – the undertaking of organic food cultivation provides excellent opportunities to undertake gentle exercise and also can improve diet and reduce levels of obesity. Improvements to wellbeing and self-esteem are widely documented.

Building communities – our activity is open to all of the community and, most recently, has involved people between the ages of 1 and 70 years of different genders. Our volunteers are also ethnically diverse. As such, our project supports local community cohesion by bringing people together for a common goal.

Poverty and welfare – our activity assists local poverty and welfare by empowering local people to cultivate their own food. All organic fruit and vegetable crops are shared with volunteers on a regular basis. Eating and tasting is also undertaken.

Environment – the activity demonstrates excellent horticultural practice, introducing the principles of organic food cultivation and also recycles all of its green waste in order to produce compost and leaf mould.

## **Tinsley Community Allotment**

### **Trustees ' annual report - continued For the year ended 31 December 2021**

#### **Public Benefit Statement**

The trustees have had due regard to the Charity Commission guidance on public benefit reporting in deciding what activities the charity should undertake. This report illustrates the activities undertaken to support the public benefit requirement.

#### **Achievements and performance**

##### **Numbers:**

We have had 214 different visitors this year, 126 of these being adults and 88 children.

After an early lockdown in 2021 due to Covid-19 cases spiking, we were able to open to the public again properly in April this year. We have had a very successful year and have far exceeded all of our expectations for visitors to the allotment since we re-opened.

In April, we started our toddler sessions in conjunction with Manor and Castle Development Trust. These proved to be very popular, bringing in 14 new families to the allotment.

The sessions for pupils from Tinsley Meadows Primary Academy began at the start of May and continued in term time until the start of October. We also carried out two Healthy Holidays activities over the summer for pupils from families in receipt of benefits. These sessions brought in 25 pupils and 9 members of staff/parents for seasonal gardening activities and crafts. In addition to these sessions, we ran other Healthy Holiday activities bringing in a further 35 children and 10 adults.



Our 2 long term committed volunteers, who have been involved with the allotment for many years, continued to come to the allotment throughout the year to water and tend plants when no one else was on site. We have another new regular volunteer who attended on Friday afternoons with her children (school was closed for cleaning) and brought friends with their children as well. Last year we gave a few planters outside the allotment gate to a local family, who have continued to attend our open sessions and also brought family and friends along to the allotment. We have also continued to have occasional visits from individuals looking for social contact.

We held our trustee AGM meeting on site in June, allowing our trustees to see what we had been working on during the year.

## Tinsley Community Allotment

### Trustees ' annual report - continued For the year ended 31 December 2021

#### Ages, Gender, Ethnicity:

All details are approximate as we do not formally record this information.

#### Ages:

Under 11	74	35%
11 – 18	14	6%
19 – 50	94	44%
Over 50s	32	15%
<b>Total</b>	<b>214</b>	

#### Gender:

Overall the gender of visitors has been around 55% female and 45% male.

#### Ethnicity:

The local population is made up of roughly 40% from Pakistan, 40% from Slovakia and 20% White British. 96% of school children in Tinsley are from BME groups.

This year we had one class from Tinsley Meadows Primary School, which is for children with Special Educational Needs and Disabilities. This group is a mixture of children from Slovakia, Asia, Eastern Europe, White or from Multiple Ethnic groups.

Our regular volunteers are White British, Asian and Irish. The occasional visitors were a mixture of Pakistani, Polish, Kurdish and White British.

#### Summary of ethnicity

White:	32%
Mixed/Multiple Ethnic group:	6%
Asian/Asian British:	51%
Black/African/Caribbean/Black British:	5%
Other ethnic group:	6%

#### Activities:

##### Online presence

This year we continued to update our social media followers with regular posts, although there was less emphasis on this activity than during 2020, as we were once again able to focus on our primary aim of welcoming regular visitors back to the allotment. We also started using 'Messenger' to keep in touch with some of our regular visitors.

## Tinsley Community Allotment

### Trustees' annual report - continued For the year ended 31 December 2021

#### Construction & maintenance

- We continued to improve the site with funds from Darnall Well Being Small Grants. This grant allowed us to purchase a rug, cushions and new books for the reading den. We also continued to weave willow through the reading den structure to make it more stable and eye-catching.
- As national winners of the Cultivation Street competition in 2020, we were further able to improve the site this year with our prize money. We have bought and fitted a new polytunnel skin, a new gate, added new plants and tidied up the edges to the pond, as well as making a digging pit for toddlers to use. All of these additions have greatly improved the site, especially with the addition of the new toddler-friendly area.
- Various trees have had pruning carried out on site by local tree surgeons. We also had a delivery of woodchip donated by The Happy Tree Company.
- We emptied, cleaned and refilled our pond
- We made a music wall
- We built a bug hotel during the Healthy Holidays activities
- Fitted new hand sanitiser and soap dispensers
- We had some people breaking into the site in the evenings and two of our trustees put up a fence to discourage them from climbing into the site
- We built two brassica cages
- We had a visit from Meadowhall, who weeded and chipped the paths, cut hedges and strimmed grass near the fire pit area, generally tidying the site.
- Pruning of fruit trees and bushes
- Cleaning out the water butt and moving to a better position



#### Growing

This year we grew a variety of vegetables, herbs, fruit and flowers:

Squashes – courgettes, butternut squash

Brassicas - broccoli, Sutherland Kale, Kale

Legumes – French dwarf and climbing beans, broad beans

Onions and Roots – Onions, shallots, garlic, beetroot, carrots, leeks

Salad crops – tomatoes, chillies, cucumbers, lettuces, rocket, radishes, spinach, chard

Herbs – curry plant, rosemary, parsley, coriander, lemon balm, mint, fennel, sage, cress, olivia

Other vegetables – Sweetcorn, potatoes, sweet potatoes

Flowers – sunflowers, Sweet William, primroses, poached egg plant, nasturtiums

The fruit growing in the orchard area includes apples, pears and plums. In the main allotment we have blueberries, greengages, rhubarb, raspberries, plums, redcurrants, blackcurrants, gooseberries and cherries.



## **Tinsley Community Allotment**

### **Trustees ' annual report - continued For the year ended 31 December 2021**

#### Growing (continued)

All harvested produce was given to volunteers, visitors, members of Tinsley Forum, Manor and Castle Development Trust and Darnall Well-being. Our Harvest Day brought in new visitors to the site and everyone was offered crops to take home from the allotment

#### School activities

We were pleased to be able to welcome the school children to the allotment in May after the lockdown. The sessions this year were taken up by a class of children with special educational needs and disabilities who benefitted from attending weekly with a high adult to child ratio. The school chose to only send one group weekly, due to continuing concerns about Covid. Activities with the children this year included: sowing and planting, compost preparation, weeding, leaf collecting, harvesting and food tasting, bug hunts and photo trails, arts and crafts, seed saving and musical activities.

We also offered advice and some free herb plants to a member of staff at Tinsley Meadows Primary School who was setting up a growing area for the nursery outdoor environment.

#### **Links with the community:**

As part of the delivery of our activities, we aimed to make connections with local community initiatives and groups in order to develop opportunities for partnership working and to further promote our activities.

- In collaboration with Tinsley Meadows Primary School, Darnall Well Being and Steamworks (a local arts and STEM activities provider), we ran five Healthy Holiday events. Local children from low-income families (most from Tinsley Meadows Primary) attended. The young people carried out harvesting, bug hunts and making a bug hotel and planting flowers to take home. They also did art and craft activities and had a free meal as part of the sessions.
- This year, in collaboration with Manor and Castle Development Trust, we have set up an allotment based, weekly toddler group. This has proved to be very successful bringing in fourteen families with young children.



## Tinsley Community Allotment

### Trustees' annual report - continued For the year ended 31 December 2021

#### Links with the community (continued)

A particular focus was to further develop relationships with parents and carers of the young people attending.

- We had a well-attended Harvest Day in September which brought in over 30 people from the local area, including extended family members. On offer were free fruit, vegetables and plants to take home, games to play and refreshments. The day was well received.
- Due to Covid cleaning, Tinsley Meadows was closed on Friday afternoons, which allowed some school children to attend our public sessions with their parents. This helped us further develop our relationships with parents.



We also ran a weekly project for four weeks, aimed at local carers, in which they did gardening and arts activities and enjoyed socialising in the outdoor environment.

Near the end of the year, we had a visit from Sheffield City Council (Terry Fox, Mary Lea, Kate Josephs and three other councillors). We showed them around the allotment and answered their questions about our project.

#### Evaluation:



Following the difficult 2020 and lockdown at the start of 2021, we have far exceeded any of our expectations for the allotment this year. We have welcomed many people to the site, built on our collaborations with other organisations and generally improved the allotment for everyone who visits. For the first time, we have been able to open the allotment for two days a week, which has improved our presence in the local area and encouraged many more people to drop in and see what we are doing.

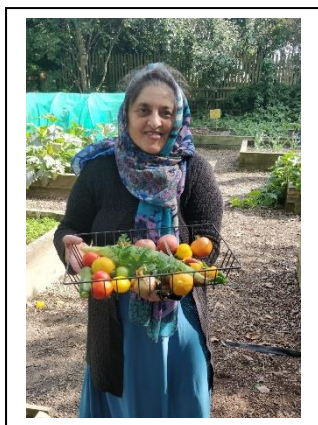
We once again welcomed children from Tinsley Meadows Primary Academy to the site, offering the pupils with special educational needs a regular term time visit to learn about horticulture, take harvests back to school and do fun and engaging activities. We also re-opened our Friday afternoon open sessions, bringing families in due to the school being closed for Covid cleaning. The regular children visiting enjoyed a range of activities on site and often didn't want to leave.

## **Tinsley Community Allotment**

### **Trustees ' annual report - continued For the year ended 31 December 2021**

#### **Evaluation (continued)**

Our new toddler session was a great success, bringing new families to the site and encouraging us to improve our space, making it more family friendly. The collaboration with Manor and Castle Development Trust has allowed us to widen our reach for potential attendees.



We worked alongside different organisations offering Healthy Holiday activities during the school holidays to children of families in the local area in receipt of benefits. These proved to be popular and brought many new families on to the site. We also worked with Tinsley Caring Hands and Hearts offering a series of gardening and art and craft activities. The women that attended these sessions benefited from social interaction and improving their self-esteem through trying new (and sometimes challenging) activities.

The planters outside the entrance have been well used by our regular visitor and her family. This relationship has strengthened through the year and they continued to join us on a regular basis, bringing many extended family members and friends with them.

We have generally improved our harvesting and sharing of produce this year, making picking of crops a regular part of our sessions. Our Harvest Day in September was well attended and an enjoyable time was had by all. As well as harvested produce and plants, there were games for people to play – a particularly popular one being the beanbag cornhole game. We hope to have a similar day next year.

We believe one of the most important benefits that our visitors (adults and children alike) have had this year is a chance to socialise after the difficult and isolated periods of lockdown that everyone has experienced throughout the pandemic. It is hard to place a value on the improvement to our users' self-esteem and confidence that arises from this.

#### **Plans for the future**

2022 has seen the Government bring in changes to the law in relation to Covid, reducing the number of restrictions placed upon our organisation. With the lifting of these rules, we hope to be able to continue opening to the public for all of our planned sessions - to offer sessions to pupils from Tinsley Meadows Primary Academy and toddler sessions for local families during term time and to open to the public in the afternoons on one day a week.

Financially we will continue to pay our staff for two days a week from the start of March until the end of September (including paying for half a day admin time weekly) and then pay them for one day a week until the end of 2022. In 2023 we propose to employ the staff for 20 weeks at one day a week and 30 weeks at two days a week. All of these will be at the previously agreed pay scale. British Land has increased the funding they provide in order to support the new toddler sessions (as well as the school sessions) for three years, starting in 2022. As part of this agreement, we plan to increase the involvement of staff from Meadowhall, by offering more volunteer work days to them. Eon Community Fund have also provisionally agreed to three years of funding for the Friday afternoon open sessions.

## **Tinsley Community Allotment**

### **Trustees' annual report - continued For the year ended 31 December 2021**

#### **Plans for the future (continued)**

While the government-funded HAF Healthy Holidays activities are still offered, we hope to continue working with other organisations to offer engaging activities and healthy food to local children from families on low incomes. We are currently waiting to hear about funding from Eon Community Fund to run further sessions with Tinsley Caring Hands and Hearts. We will also continue to investigate any other funding streams that are relevant to the project. The plan is to continue with our online presence with regular social media posts

#### **Reserves policy**

We have reviewed our Reserves Policy and, after assessing the risk profile of our income streams and fixed and variable costs, have introduced a new reserves policy target at a range between £2,350 and £7450 a year. This will enable the allotment to continue with current grant levels for approximately a range of between 15.3 and 3.3 years working on the current reserves in the bank. Based on the current forecast for the number of days employed into 2022 and grant levels remaining the same, our spend of £6,850 will use the reserves within 5.25 years. These figures have increased due to our having secured extra funding in 2021 and 2022 to date.

Approved by the trustees on 22/06/22 and signed on their behalf by:

Print name:

TIM SHORTLAND

Position:

CHAIR



## **Accountant's report to the Trustees of Tinsley Community Allotment on the Preparation of the Unaudited Financial Statements for the year ended 31 December 2021**

In order to assist you to fulfil your duties under the Charities Act 2011, we have prepared for your approval the accounts of the Tinsley Community Allotment for the year ended 31 December 2021 from the charity's accounting records and from information and explanations you have given us.

This report is made solely to the Board of Trustees of the Tinsley Community Allotment, as a body, in accordance with the terms of our engagement letter dated 22 December 2020. Our work has been undertaken solely to prepare for your approval the accounts of the Tinsley Community Allotment and state those matters that we have agreed to state to the Board of Trustees of the Tinsley Community Allotment, as a body. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Tinsley Community Allotment and its Board of Trustees as a body for our work or for this report.

It is your duty to ensure that the Tinsley Community Allotment has kept adequate accounting records and to prepare statutory accounts that give a true and fair view of the assets, liabilities, financial position and surplus of the Tinsley Community Allotment. You consider that the Tinsley Community Allotment is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit or a review of the accounts of the Tinsley Community Allotment. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory accounts.

Signed: *Voluntary Action Sheffield*  
VAS Community Accountancy  
The Circle  
33, Rockingham Lane  
Sheffield  
S1 4FW

Date: 07/07/2022

## Tinsley Community Allotment

### Receipts & payments account

For the period ended 31 December 2021

	Notes	Unrestricted fund £	Restricted fund £	Total 2021 £	Total 2020 £
<b>Receipts</b>					
Grants & donations	<b>2</b>	2,000	2,314	4,314	51,500
Charitable activities	<b>3</b>	760	-	760	-
<b>Total receipts</b>		<b>2,760</b>	<b>2,314</b>	<b>5,074</b>	<b>51,500</b>
<b>Payments</b>					
Equipment		402	250	652	577
Resources		166	147	313	25
Seeds & plants		44	38	82	53
Insurance		139	-	139	123
Accountancy		840	-	840	-
Sessional Support wages		7,568	1,782	9,350	6,096
Admin		3,290	-	3,290	2,450
Other		864	-	864	310
Publicity		-	27	27	-
<b>Total payments</b>		<b>13,313</b>	<b>2,244</b>	<b>15,557</b>	<b>9,634</b>
<b>Net receipts for the year</b>		<b>(10,553)</b>	<b>70</b>	<b>(10,483)</b>	<b>41,866</b>
Total funds brought forward		45,021	-	45,021	3,155
<b>Total funds carried forward</b>		<b>34,468</b>	<b>70</b>	<b>34,538</b>	<b>45,021</b>

## Tinsley Community Allotment

### Statement of assets and liabilities As at 31 December 2021

	2021 £	2020 £
<b>Cash assets</b>		
Balances at bank:		
Current account	34,538	45,021
<b>Total</b>	<b>34,538</b>	<b>45,021</b>
	2021 £	2020 £
<b>Debtors</b>		
Grants due	3,000	-
	<b>3,000</b>	<b>-</b>
	2021 £	2020 £
<b>Liabilities</b>		
Creditors	252	807
Accountancy and independent examination	270	840
	<b>522</b>	<b>1,647</b>

These Financial Statements are accepted by the trustees on

27/06/22

Signed on behalf of the Board of Trustees by:



Print name:

TIM SHORTLAND  
Trustee

## Tinsley Community Allotment

### Notes to the accounts

For the period ended 31 December 2021

#### 1 Receipts & payments account

Receipts and payments accounts are statements that summarise the movement of cash into and out of the organisation 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 Grants & donations

	Unrestricted funds £	Restricted funds £	2021 Total £	2020 Total £
Donations	-	-	-	50,000
Sheffield City Council Ward Pot	-	375	375	-
Darnall Well Being Small Grants	-	439	439	-
British Land Grant	-	1,500	1,500	1,500
Cultivation Steet - Community Garden Award	2,000	-	2,000	-
	<b>2,000</b>	<b>2,314</b>	<b>4,314</b>	<b>51,500</b>

#### 3 Income from Charitable activities

	Unrestricted funds £	Restricted funds £	2021 Total £	2020 Total £
<b>Contracts and projects</b>				
Sheffield Healthy Holidays Programme	370	-	370	-
Activity session income	390	-	390	-
	<b>760</b>	<b>-</b>	<b>760</b>	<b>-</b>

#### 4 Restricted funds

	Opening balance 1-Jan-21 £	Receipts £	Payments £	Closing balance 31-Dec-21 £
Sheffield City Council Ward Pot	-	375	(375)	-
Darnall Well Being Small Grants	-	439	(369)	70
British Land Grant	-	1,500	(1,500)	-
	<b>-</b>	<b>2,314</b>	<b>(2,244)</b>	<b>70</b>

##### Sheffield City Council Ward Pot

Funding to support the Community Harvest event.

##### Darnall Well Being Small Grants

Funding to contribute towards the improvement of the family area of the allotment.

##### British Land Grant

Funding to enable the running of a programme of organic fruit and vegetable cultivation sessions for local school children.

Prior year

	Opening balance 1-Jan-20 £	Receipts £	Payments £	Closing balance 31-Dec-20 £
Sheffield City Council Ward Pot	155	-	(155)	-
E-on Community Fund	3,000	-	(3,000)	-
British Land Grant	-	1,500	(1,500)	-
	<b>3,155</b>	<b>1,500</b>	<b>(4,655)</b>	<b>-</b>

#### 5 Trustees' remuneration

Trustees received no expenses, remuneration or benefits in this period.

#### 6 Transactions with related parties

No other transactions have taken place with related parties during the year, other than those included in note 5.