

Trustees' Annual Report for the period

1st January 2022 to 31st December 2022

Charity name: Hereford Allotments and Leisure Gardeners (HALGS)

Charity registration number: 1185338

Objectives and Activities

Summary of the purposes of the charity as set out in its governing document

To further or benefit the residents of Hereford and surrounding neighbourhood, 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 recreation and leisure time occupation with the objective of improving the conditions of life for the residents.

Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.

To provide an effective administration system for the allotments it manages, including letting, rent collection and waiting list management. This will ensure that allotment plots are kept in good condition and sites are well managed, to promote wellbeing amongst its members.

To balance income and expenditure to ensure financial sustainability.

To publicise the availability of allotments and promote allotments as a leisure activity via the website.

To improve the knowledge and skills of plot holders to better use and manage their allotments and be environmentally and wild life friendly.

To operate in a transparent and open way and ensuring that allotments are let and managed in an equitable way, in accordance with any legislation.

Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit.

The trustees consider they have complied with their required duties and have due regard to the public guidance published by the Charity Commission.

Structure, Governance and Operational Management

Our governing document is our constitution, we are a Charitable Incorporated Organisation (CIO).

We hold monthly meetings (except December) for site representatives to discuss their monthly reports and any issues on sites with the trustees.

A third of the longest standing trustees stand down at the AGM and can stand for re-election, if they wish.

Trustees can be anyone with an interest in allotments and their promotion in Hereford, but are generally allotmenters.

The HALGS tenancy agreement, rules, terms and conditions can be found on the website www.herefordallotments.co.uk

Administration and Operational Management

This is on a voluntary basis undertaken by trustees. The main areas are finance, letting of plots and communication with plot holders. Trustees also have contact with the City Council who are responsible for some aspects of the allotments.

The different sites are managed through site representatives who deal with practical matters on each site and report any concerns to the trustees.

Mr Andrew Colby resigned at the AGM 2022, due to work commitments, the trustees thank him for his contributions.

Mr Nigel Davies was up for re-election at the AGM 2022 and was not re-instated.

Ms Natasha Bennett, Mrs Pauline Shannon and Mr Malcolm Watkins were appointed Trustees during 2023.

We provide insurance to cover our buildings and equipment.

Following the successful instalment of a Compost Toilet on Corporation Farm allotment earlier in the year by volunteers, we installed Compost Toilets at Rockfield Road allotment and Holmer allotment. We thank the City Council for meeting half the costs of these projects.

All available plots were let over the year, however in December some plots have become vacant.

We maintain membership of the National Association of Allotment and Leisure Gardeners, making use of their legal and other advice, also the benefit of seed ordering from Kings for a reduced cost.

Our Drybridge site welcomed a class of junior school children in September 2022. They tasted and identified vegetables, learning about how food is grown.

We have applied to the FCA in October 2022 to cancel the registration held by the Hereford Allotments and Leisure Gardeners Society Ltd. This is following our transfer to a Charitable Incorporated Organisation (CIO) in January 2020.

Future Plans

To lease the allotment sites from the council.

To increase the number of sites around the city.

To extend compost toilets to more sites.

Financial Review

Our income for the year from rents and a small Hereford City Council grant amounted to £26,469 and our expenditure was £29,318. The loss for the year of £2,849 was anticipated with the cost of the compost toilets.

At 31st December 2022 our reserves total £45,619

Water costs reflect the estimated readings from 2021 and it is hoped that the extra IBC's on some sites will reduce this for next year. We would encourage plot holders to collect and use their own water from their sheds and structures.

Site maintenance costs continue to be challenging. We have had hedge and grass cutting expenses that were previously paid by the City Council.

Rubbish removal from sites has also proved expensive.

Full details of income and expenditure are in the attached accounts.

We will continue to keep a minimum of one year's income (£23,000) for unexpected costs and to ensure we have sufficient starting capital from when we take on the lease from the council.

Reference and Administrative details

Charity name	Hereford Allotments and Leisure Gardeners
Other name the charity uses	HALGS
Registered charity number	1185338
Charity's principal address	The Fred Bulmer Centre Wall Street Hereford HR4 9HP

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	
1	John Rosser			
2	Pauline Shannon	Chair	28/03/22	
3	Derek Mumford	Letting Secretary		
4	Val Simms	Treasurer		
5	Roy Matthews			
6	Natasha Bennett		128/03/22	
7	Malcolm Watkins		16/05/22	
8	Joanne Sims			
9				
10				

Declarations

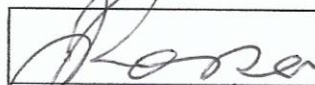
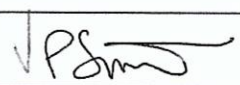
The trustees declare that they have approved the trustees' report above.
Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position

Date

	
John Rosser	VALERIE PATRICIA SIMMS
	TREASURER

17.3.23

HEREFORD ALLOTMENTS AND LEISURE GARDENERS

Receipt and Payments Accounts

1st Jan to 31st Dec 2022

Income	2022	2021
	£	£
Admin	2363	2244
Rent	14331	14145
Hereford City Council	9053	13053
Other income	722	135
	<u>26469</u>	<u>29577</u>
Expenses		
Repairs and maintenance	14804	8455
Water	3401	1430
Office Costs	1972	1793
Honorarium	850	760
Competition	1405	1756
Insurance	693	796
Accountancy/Legal and fees	1980	1732
Bank Charges/refunds	98	47
Travel and Sundry	65	50
Equipment	4049	8443
	<u>29318</u>	<u>25262</u>
Surplus of income over Expenditure	<u>-2849</u>	<u>4315</u>
	<u>2022</u>	<u>2021</u>
Net Receipts/payments	-2849	4315
Cash funds last		
year end	<u>48468</u>	<u>44153</u>
	<u>45619</u>	<u>48468</u>

Signed by the Treasurer, on behalf of the trustees



Mrs V P Simms 15 February 2023



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees

HEREFORD ALLOTMENTS AND LEISURE
GARDENERS

On accounts for the year
ended

31st DECEMBER, 2022

Charity no
(if any)

1185339

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

Responsibilities and
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

A. D. Boneville

Date:

10.3.2023

Name:

ANDREW DAVID BONEVILLE

Relevant professional
qualification(s) or body

INSTITUTE OF CHARTERED ACCOUNTANTS
IN ENGLAND AND WALES

(if any): - CHARTERED ACCOUNTANT

Address: MARSHALL BUSINESS CENTRE,
FARADAY RD.
HEREFORD, HR4 9NS

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.