

Trustees' Annual Report for the period 1st January 2024 To 31st December 2024

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, including letting, rent collection and waiting list management. The trustees maintain up to date details of all plot holders.
- To ensure that allotment plots and sites are well maintained, the trustees rely on the site reps to keep them informed at the regular monthly meetings.
- To ensure financial sustainability the treasurer keeps the committee informed of costs at the monthly meetings.
- To operate in a transparent and open way ensuring that allotments are let and managed in an equitable way and in accordance with any legislation.
- We have secured part funding for two compost toilets at Eign and Westfaling site, to be installed early 2025. This will be a financial benefit as we previously rented portaloos.
- A container was purchased for Corporation Site to safely secure equipment.
- We were offered a plot of land to the rear of Boycott Road, Hereford which was previously used as a play area. We engaged the services of a planning consultant who successfully applied for a Certificate of Lawfulness to change the use to allotments. We are currently applying for planning permission to allow vehicle access and temporary structures on site. This new site should be in use before the summer – we anticipate a maximum of 20 allotments.

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

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

Administration and Operational Management

- This is undertaken by trustees on a voluntary basis, the main responsibilities being Treasurer, Letting secretary and Secretary. We have some assistance from the City Council, who own the allotments and this has been particularly challenging in 2024 with the retirement of the Town Clerk and the replacement resigning. A new Town Clerk is due to be appointed in March 2025.
- We maintain membership of the National Association of Allotment and Leisure Gardeners, making use of their legal and other advice, also discounted seed ordering from Kings.

Structure and Governance

- HALGS is Charitable Incorporated Organisation (CIO) and our governing document is our constitution.
- Mr Mark Robinson, an existing plot holder, agreed to become a Trustee in October 2024
- We have two Trustee vacancies at present.
- Copies of the Tenancy Agreement, Rules, Terms and Conditions can be found on the website www.herefordallotments.co.uk
- Mr Derek Mumford resigned as letting secretary in November 2024, but is remaining as a Trustee. The committee are very appreciative of all the extra work he has put into the role over many years.
- Site Reps :

The day to day running of the sites is managed through site reps who let new plots and discuss with individuals any poorly managed plots. They send reports on a monthly basis to the Trustees.

Drybridge -Helen Cooper Bennett resigned as site rep in August 2024, due to personal reasons and the Trustees were very grateful for all the work she did and particularly her work liaising with Madley primary school and Our Lady's Catholic primary school. The children collected and cooked vegetables, assisted by plot holders who are chefs. Mr Dan Watkins became site rep for Drybridge September 2024.

Eign – We welcomed back Chris Yapp as site rep, following Sam Perkins retirement at the end of 2023.

Holmer- Mrs Sharon Baugh retired as assistant site rep in August 2024 and the Trustees thank her for all the support over many years. Mr Mark Robinson took over as assistant site rep.

Rockfield - David and Silvia Fletcher resigned in March 2024. The trustees accepted their resignation and thanked them for all their help over the years. The trustees advertised for a new rep amongst the plot holders and continued to discuss options with Sylvia and David. It was agreed in September 2024 that David would return as the Site rep, with Sylvia being assistant Site rep doing the computer and admin work.

Future Plans

To have a long lease from the City Council for the allotment sites.

To increase the number of sites around the city –

Ross Road, Holmer are main possibilities at present.

Develop closer links with similar charities to support initiatives that promote overall well-being, improve mental health.

Consider the financial sustainability of HALGS and revise rents as necessary to ensure the organisation can operate.

Financial Review

Our income for the year from rents and a small grant from Hereford City Council amounted to £26,620.86 and our total expenditure was £30,830.16 for the year 2024. We had a loss of £4,209.30.

Our reserves at 31st December 2024 were £41,188.83.

Our main outgoings are the general maintenance of the sites and I am very grateful to the Site reps and Trustees who undertake a lot general tidying with assistance from some ploholders who have a pride in their individual site. This volunteer work does keep our costs down.

A copy of the examined accounts for 2024 are attached to this report.

Reference and Administrative details

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

Names of the charity trustees who manage the charity

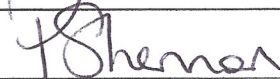
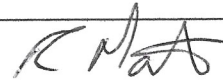
	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	John Rosser	Life President		
2	Pauline Shannon	Chair		
3	Derek Mumford	Letting Secretary		
4	Val Simms	Treasurer		
5	Natasha Bennett	Secretary		
6	Roy Matthews			
7	Malcolm Watkin			
8	Mark Robinson		21/10/2024	
9				
10				

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Independent Examiner	Andrew Houston	R J Francis Marshall Business Centre Faraday Road Hereford HR4 9NS
Bankers	Santander UK	

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)	PAULINE SHANNON	R MATTHEWS
Position (eg Secretary, Chair, etc)	CHAIR	TRUSTEE
Date	17/03/2025	

HEREFORD ALLOTMENT AND
LEISURE GARDENERS' SOCIETY LIMITED

RECEIPT AND PAYMENT ACCOUNTS

FOR THE YEAR ENDED 31ST DECEMBER 2024

R J FRANCIS AND CO.
Chartered Accountants
& Registered Auditors
Marshall Business Centre
Faraday Road
Hereford
HR4 9NS

HEREFORD ALLOTMENT AND
LEISURE GARDENERS' SOCIETY LIMITED

Independent Examiner's Report

I report on the accounts of Hereford Allotment and Leisure Gardeners' Society Limited for the year ended 31 December 2024, which are set out on pages 1 to 2.

Respective responsibilities of trustees and 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(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

1. examine the accounts under section 145 of the 2011 Act;
2. to follow the procedures laid down in the general Directions given by the Charity Commission under section 145 (5)(b) of the 2011 Act; and
3. 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 accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as 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:
 - a. to keep accounting records in accordance with section 130 of the 2011 Act; and
 - b. to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met or
2. to which, in my opinion, attention should be drawn to enable a proper understanding of the accounts to be reached.

Signed:



A A Houston FCA

ON BEHALF OF RJ FRANCIS & CO

Chartered Accountants

Suites 1 – 3 Marshall Business Centre

Faraday Road

Hereford

HR4 9NS

Date: 13 March 2025

HEREFORD ALLOTMENTS AND LEISURE GARDENERS

RECEIPT AND PAYMENT ACCOUNTS

FOR THE YEAR ENDED 31ST DECEMBER 2024

	<u>2024</u>	<u>2023</u>
	£	£
<u>Income</u>		
Admin	3,461	3,282
Rent	14,798	14,512
Hereford City Council	8,000	9,915
Other Income	362	285
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	26,621	27,994
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<u>Expenses</u>		
Repairs and Maintenance	19,016	16,615
Water	1,487	3,423
Office Costs	1,263	1,534
Expenses	721	785
Competition	1,450	1,456
Insurance	652	694
Accountancy/Legal and Fees	4,331	3,625
Bank Charges/ Refunds	12	30
Travel and Sundry	98	54
Equipment	1,800	-
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	30,830	28,216
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Deficit of Expenditure over Income	<hr/>	<hr/>
	-4,209	-222
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	<u>2024</u>	<u>2023</u>
Net Receipts / Payments	-4,209	-222
Cash Funds Year End	45,398	45,620
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	41,189	45,398
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Signed by the Treasurer, on behalf of the trustees

