

# **Trustees' Annual Report for the period 1<sup>st</sup> January 2025 To 31<sup>st</sup> December 2025**

**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 and ensuring that allotments are let and managed in an equitable way and in accordance with any legislation.
- Ross Road allotments – we are still awaiting planning permission for a new gate and fencing. The plots were marked off in November and by the end of the year 7 have been let.
- Some of our sites ran social events for their ploholders during the year.
- Compost toilets installed at Eign Mill site and Westfaling Site, half the costs met by City Council.

### **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 areas being Chairman, Treasurer, Letting secretary and Secretary.

We have some assistance, if required, from the City Council, who own the allotments, a new Town Clerk started in post April 2025.

## **Structure and Governance**

HALGS is Charitable Incorporated Organisation (CIO) and our governing document is our constitution.

Mr Mark Robinson resigned as a Trustee in August 2025.

Mrs Lynne Renton became a Trustee in October 2025

Derek Mumford continued the role of letting secretary in 2025 on temporary basis and has agreed to make this permanent for 2026.

Copies of the up to date Tenancy Agreement and Terms and Conditions can be found on the website

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.

### **Site Rep changes**

Drybridge - Mr Dan Watkins resigned as site rep December 2025

Holmer – Mrs S Baugh returned for a few months as assistant site rep, but resigned as assistant rep October 2025

We aim to fill these roles in 2026.

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.

## **Future Plans**

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

To increase the number of allotment sites around the city.

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

## **Financial Review**

Our income for the year from rents and a small grant from Hereford City Council amounted to £27,586.84 and our total expenditure was £29,766.77 for the year 2025. We had a loss of £2,179.93.

Our reserves at 31<sup>st</sup> December 2025 were £39,008.90.

A copy of the examined accounts for 2025 are attached to this report.

The annual grant from the city council is necessary for us to manage the allotment sites of the city.

The trustees agree to keep a minimum of 1 years income of £26,000, including the City Council grant, as recommended by the Charities Commission for unexpected costs. We also need to ensure we have sufficient working capital if we take on a lease for the allotments from the city council.

## 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	Lynne Renton		October 2025	
9				
10				

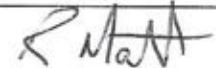

## Names and addresses of advisers

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

## 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)	R MATTHEWS	D MUMFORD
Position (eg Secretary, Chair, etc)	TRUSTEE	TRUSTEE

Date	9.4.26	9-4-26
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HEREFORD ALLOTMENT AND  
LEISURE GARDENERS' SOCIETY LIMITED

RECEIPT AND PAYMENT ACCOUNTS

FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2025

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 2025, 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:

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**A A Houston FCA**

**ON BEHALF OF RJ FRANCIS & CO**

Chartered Accountants

Suites 1 – 3 Marshall Business Centre

Faraday Road

Hereford

HR4 9NS

Date: 9<sup>th</sup> April 2026

HEREFORD ALLOTMENTS AND LEISURE GARDENERS

RECEIPT AND PAYMENT ACCOUNTS

FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2025

	<u>2025</u>	<u>2024</u>
	£	£
<u>Income</u>		
Admin	3,836	3,461
Rent	14,724	14,798
Hereford City Council	8,200	8,000
Other Income	827	362
	<u>27,587</u>	<u>26,621</u>
<u>Expenses</u>		
Repairs and Maintenance	13,751	19,016
Water	5,326	1,487
Office Costs	1,489	1,263
Expenses	781	721
Competition	1,423	1,450
Insurance	657	652
Accountancy/Legal and Fees	3,756	4,331
Bank Charges/ Refunds	113	12
Travel and Sundry	-	98
Equipment	2,471	1,800
	<u>29,767</u>	<u>30,830</u>
Deficit of Expenditure over Income	<u>(2,180)</u>	<u>(4,209)</u>
	<u>2025</u>	<u>2024</u>
Net Receipts / Payments	(2,180)	(4,209)
Cash Funds Year End	41,189	45,398
	<u>39,009</u>	<u>41,189</u>

Signed by the Treasurer, on behalf of the trustees

