



Speen Allotment Association CIO

Charity Number 1191276

Speen Allotment Association (SAA) became a CIO on 14 September 2020. This report covers the period from that date to 31 December 2021 as the SAA's reporting year is to 31 December.

Objectives and activities

To further or benefit the residents of the parish of Speen, Newbury, Berkshire and the surrounding area, 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 their conditions of life.

Public benefit

The Trustees are made aware of the Constitution and the three Charity Commission guideline documents on public benefit PB1, PB2 and PB3.

Trustees

Alan Foley – Chair
Nichola (Nicky) Jenkins – Secretary
Colin Mansell – Treasurer
Martin Wiltshire
Lynne Roberts
John Headland
Jonathan Fitch

Governance

Since the SAA CIO was formed two of the original founding Trustees have resigned and were replaced at the CIO's AGM held in September 2021.

The CIO constitution is that of an association with voting members other than the trustees. The Board of Trustees is elected by the members and comprise the CIO's management team.

Each Trustee is made aware of the contents of the charity's constitution and their terms of office, holding their posts for at least two years before retiring and offering themselves for re-election.

Background

Prior to becoming a CIO, the SAA was an unincorporated association of members with a group of volunteer members comprising a Management Committee. The SAA has been on the same site for over 100 years and has rented the site from Sir Richard Sutton Limited (SRSL), the landlord. There are approximately 50 allotments within the site curtilage.

The change of status to a CIO was made necessary by a decision of the SRSL to include the allotment site in a package of land to become a housing development. The land is within

both a local area of outstanding natural interest and conservation area. It is also within the site of the second Battle of Newbury (October 1644).

After protracted lobbying and with support from the Speen Parish Council and residents, SRSL withdrew the allotment site from the housing development package. A new 70-year lease was negotiated and SAA's legal adviser agreed that becoming a CIO was imperative. The CIO was registered with the Charity Commission with effect from 14 September 2020.

As a consequence of the new lease, eight allotments were given up to SRSL to become part of the housing development and a new area of land bordering the original site was made available to the SAA as compensation and to provide new replacement allotments.

The SAA was notified by SRSL that it sold the land package to David Wilson Homes in December 2021.

The allotments benefit from a small natural supply of water that runs through the site to the river Lambourn. This supply tends to dry up during prolonged hot weather such as we have encountered in recent years. Due to the uncertainty about the possible adverse effects the housing development might have on the natural water supply SRSL agreed during the lease negotiations to install a mains water supply at no cost to the SAA. SRSL also made a financial contribution to the SAA to cover the ongoing costs associated with the new water supply and to compensate the SAA for fruit trees that had to be removed from the allotment plots given up.

SRSL also provided new sheds to replace those that had been situated on the surrendered plots.

The Trustees continue to monitor the housing development progress in terms of compliance with the associated planning consent which contains references to the allotments.

Activities and achievements

Notwithstanding the impact of Covid and the intrusive works undertaken by SRSL to install protective metal fencing along the southern and western borders of the site and the mains water supply, the Trustees have tried to operate on a 'Service as usual' basis throughout the period of this report.

Seven new allotments were measured, marked and made available to members, and all but two were taken up. One member who is an apiarist moved his beehives onto one of the new plots.

Two of the new sheds are for members' use. One houses equipment and smaller hand tools whilst the other, the First Aid kit and other paraphernalia for general use.

The terms of the lease prevent us from selling produce on-site and Covid restrictions prevented us from running our annual BBQ for members and invited guests. We were able to participate in the local annual Speen Fete where we had a stall with produce donated by our members. Money from the stall and the sale of raffle tickets provided us with a small amount of additional income.

The Trustees met on a number of occasions taking account of social distancing rules and were able to discuss strategies for replacing the removed trees and for introducing plans to create areas for new hedging, trees and wildflowers to encourage biodiversity.

The Trustees took time to review its Rules & Regulations document to get away from prescriptive measures to ones that are perceived as Guidance and which include roles and responsibilities of Trustees and members. Members are encouraged to harvest as much water as possible and those members with sheds have been busy fitting guttering.

The contribution from SRSL for the water and tree-replacement projects has provided more work for the Trustees in terms of drawing up a reserves policy and procedures for monitoring expenditure under both headings.

Throughout the reporting period membership has been consistent. The Secretary has managed the Waiting List exceptionally well and been able to meet prospective members on site, respecting Covid's social distancing rules. It is pleasing to see that some members are encouraging their friends to help, thereby promoting our core objective.

Financial Review

The change of legal status to a CIO meant a change of bank accounts and this was accomplished with a few difficulties caused mainly by the limitations arising from the Covid lockdowns. Also, due to the nature of the lease SRSL requires the charity to have a more wide-ranging insurance policy. This has been achieved but has added to the charity's costs.

The SAA's primary source of income is allotment rents and traditionally this is paid in cash at the AGM held in March. As the AGM was not possible members were asked to pay electronically and the exercise proved successful, after one or two glitches. Six members are not connected to the internet and so other members, as friends, offered to pay other's using their own online facilities for which we were grateful. Additionally, some of the new sheds are rented by members who each pay a small annual rent. The rent is placed on reserve for shed maintenance or repairs.

Annually, SAA provides access to a supply of farmyard manure but in 2020 the supply came after the CIO was set up so two years data are included in the latest Receipts and Payments account.

The Trustees budget to make a small annual surplus whilst trying to maintain rent levels that are noticeably lower than the Town Council's; the latter includes water supplies. SAA's use of mains water is going to be on an 'as & when necessary' basis, with a recharging policy that will be fine-tuned as and when the facility needs to be used. This will ensure that water costs are kept to a minimum.

The Treasurer prepares an annual budget ahead of the AGM and this is used by the Trustees to determine whether or not any increase will be necessary. Rent levels are voted on by members at the time of an AGM and increases take effect from the following year.

Refundable deposits for new members were introduced when the CIO started to cover the costs involved in restoring to a reasonable standard any plots given up where no work had been undertaken. This initiative has been well-received and is working well.

The CIO now has a reserves policy and provides members with a Statement of Assets and Liabilities. Reserves are earmarked separately for Tree and Water projects, sheds, refundable deposits and a general fund.

The accounts show that the CIO made a small surplus over the reporting period in line with previous years and expectations.



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Speen Allotment Association CIO

No (if any)
1191276

CC16a

Receipts and payments accounts

For the period from	Period start date 14/09/2020	To	Period end date 31/12/2021
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Membership fees	80	-	-	80	64
Allotment rents	695	-	-	695	719
Refundable deposits	-	225	-	225	75
Shed rents	-	80	-	80	-
Fundraising	363	-	-	363	-
Manure	458	-	-	458	-
Donations	20	-	-	20	8
NWB interest	-	-	-	-	2
SRSL one-off contribution	-	1,931	-	1,931	-
Sub total (Gross income for AR)	1,616	2,236	-	3,852	868
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	1,616	2,236	-	3,852	868
A3 Payments					
Insurance	316	-	-	316	-
Rent	189	-	-	189	-
Site maintenance	261	-	-	261	-
Administration	132	-	-	132	-
Equipment service	87	-	-	87	-
Manure	385	-	-	385	-
Tree project	-	15	-	15	-
Water project	-	9	-	9	-
Other miscellaneous expenditure	106	-	-	106	-
Sub total	1,476	24	-	1,500	-
A4 Asset and investment purchases. (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	1,476	24	-	1,500	-
Net of receipts/(payments)	140	2,212	-	2,352	868
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	140	2,212	-	2,352	868

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	General fund	2,299	-	-
	Water project		956	
	Tree project		950	
	Refundable deposits	-	275	-
	Shed rents	-	80	-
	Total cash funds	2,299	2,261	-
	(agree balances with receipts and payments account(s))	Agreement Error	Agreement Error	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Sheds	Restricted	600	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	Chancellor	Colin Mansell	28/03/2022	