



## **HAM AND PETERSHAM ASSOCIATION AND AMENITIES GROUP TRUSTEES' REPORT FOR THE PERIOD 1 JANUARY 2022 TO 31 DECEMBER 2022**

The Trustees present their report plus the financial statements for the period 1 January 2022 to 31 December 2022.

### **INFORMATION ABOUT THE GROUP**

The Ham and Petersham Association and Amenities Group is a Charitable Incorporated Organisation (registered charity number 1192741) was created on 10 December 2020 and is governed by a Constitution dated 29 October 2020. It was set up to take forward the work of the Ham Amenities Group (registered charity number 286101) and the Ham and Petersham Association, an unincorporated association. Ham Amenities Group was formally dissolved by the Charity Commission on 28 February 2022 after it had transferred the title of the Gate House Garden to HPA&AG.

### **TRUSTEES at 31 December 2022**

|                    |                    |
|--------------------|--------------------|
| Geoff Bond         | Chair              |
| Charles Doe        |                    |
| Pauline Gizejewski | Honorary Treasurer |
| Linda Holland      |                    |
| David Jowers       | Honorary Secretary |
| Jean Loveland      |                    |
| Matthew Rees       |                    |
| David Williams     | Vice-Chair         |

Trustees are normally appointed by the Group's members at the Annual General Meeting, although members or the trustees may at any time decide to appoint a new charity trustee subject to the number of trustees not exceeding 15.

### **CHARITABLE OBJECTIVES AND PUBLIC BENEFIT**

The charitable objects of the Group may be summarised to:

- campaign to preserve and enhance Ham and Petersham's historic character, unique features and amenities
- promote high standards in planning, building and landscaping in or affecting Ham and Petersham
- protect the quality of life, balancing the interests of residents, business and visitors
- encourage civic pride, an active interest in Ham and Petersham and its community, and to provide a focus for members to meet and socialise.

In carrying out its work to make Ham and Petersham a better place in which to live, work and visit, the Trustees confirm that they have complied with the duty to have due regard to the Charity Commission's guidance on providing public benefit.

### **ACTIVITIES OF THE GROUP**

The charity has a busy programme of activity. In addition to organising very successful Ham Open Gardens and Ham Fair events, we have run volunteer environmental events at Ham Pond, Latchmere Brook and the historic Avenues, and organised several local talks. We have taken an active role interacting with the council and other groups to make sure development in the area is in keeping with the semi-rural style of Ham and Petersham. The charity has made a range of grants to local groups to help build a happier, healthier local area.

### **FINANCIAL REVIEW FOR THE YEAR**

The Charity received applications from local bodies to support their work and a series of Grants were agreed by the Committee to the total value of £14384 as follows:

|                              |       |
|------------------------------|-------|
| Ham SOS                      | £6000 |
| Ham and Petersham Sea Scouts | £650  |
| TAG Youth Club               | £500  |
| Friends of Ham Lands         | £234  |
| St Andrews Church            | £500  |
| Shepherd's Star Group        | £200  |

|                          |       |
|--------------------------|-------|
| Home Start               | £6000 |
| St Thomas Aquinas Church | £800  |

There was also expenditure of £3375 on environmental work as follows:

|                        |       |
|------------------------|-------|
| Clear-up Expenses      | £1639 |
| Notice Board repairs   | £223  |
| Insurance and expenses | £503  |
| Ham Pond               | £182  |
| Gate House Garden      | £828  |

Our figures show an overall surplus of £9423 this year and this includes a figure of £6525 donated to provide a memorial for Malcolm Singleton who ran M J Hardware. The Income from Subscriptions and Donations was £3336 and £411 was received from the sale of the Matchless Vale.

The Charity ran Ham Open Gardens in May 2022. This showed receipts of £18530 and expenditure of £1133.

The Charity ran Ham Fair in June 2022. This showed receipts of £11,732 and expenditure of £7825 The arrangement with the Scouts Group gives them 25% of the profits of the Fair which amounted to £1500.

The Committee spent £1960 this year on the redesign of our website and £376 on the organisation of the AGM and other meetings.

## RESERVES POLICY

The Charity will hold reserves of a minimum £10,000 to cover 6 – 9 months budgeted operating expenditure that can deal with fluctuations in income and provide adequate working capital. Funds are also held to support the running of Ham Fair, Ham Open Gardens and to respond to grant applications and ongoing projects.

**Total funds held at 31 December 2022 were £41,585**

The Trustees are satisfied that the Group's financial reserves are sufficient for it to continue at its current level of activities.

## RISK MANAGEMENT

The major risks to which the Group is exposed, as identified by the Trustees, have been reviewed during the year and the Trustees are satisfied that action has been taken where appropriate to manage those risks.

## INDEPENDENT EXAMINER

**Julia Bailey** is the Independent Examiner of the Group's finances.

## STATEMENT OF THE TRUSTEES' RESPONSIBILITIES FOR FINANCIAL STATEMENTS

Charity law requires the Trustees to prepare financial statements for each financial reporting period which give a true and fair view of the state of affairs of the Group and of the income and expenditure for the period then ended. In preparing those financial statements, the Trustees are required to select suitable accounting policies and apply them consistently, make judgments and estimates that are reasonable and prudent, and prepare the financial statements on a going concern basis unless it is inappropriate to presume that the Group will continue in business. The Trustees have responsibility for maintaining proper accounting records that disclose with reasonable accuracy the financial position of the Group and enable it to ensure that the financial statements comply with charity regulations. The Trustees also have responsibility for safeguarding the assets of the Group and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

## MEMBERSHIP

Membership was relatively stable in 2022:

|                                           |            |                                                                                            |
|-------------------------------------------|------------|--------------------------------------------------------------------------------------------|
| <b>Members @ 1 January 2022</b>           | <b>317</b> |                                                                                            |
| Joined in 2022                            | 44         |                                                                                            |
| Resigned in 2022                          | 13         |                                                                                            |
| Did not renew in 2022                     | 21         |                                                                                            |
| Ham Open Gardens complimentary membership | 35         | Ham Open Gardens local non-member attendees were offered complimentary membership for 2022 |
| <b>Members @ 1 January 2023</b>           | <b>362</b> |                                                                                            |

By Order of the Trustees  
David Jowers, Honorary Secretary, April 2023



**HAM AND PETERSHAM ASSOCIATION AND AMENITIES GROUP**  
Charitable Incorporated Organization Charity number: 1192741  
**Receipts and Payments Account for the year 1 January 2022 to 31 December 2022**

|                                                          | <b>2022</b>       |                    | <b>2021</b>     |                    |
|----------------------------------------------------------|-------------------|--------------------|-----------------|--------------------|
|                                                          | £                 | £                  | £               | £                  |
| <b>RECEIPTS</b>                                          |                   |                    |                 |                    |
| Subscriptions and donations                              | 3,336.14          |                    | 3,011.31        |                    |
| Donations - Memorial bench                               | 6,524.75          |                    | -               |                    |
| Events                                                   | 2,063.90          |                    | 861.46          |                    |
| Ham Open Gardens                                         | 18,530.43         |                    | -               |                    |
| Matchless Vale sales                                     | 410.90            |                    | 494.23          |                    |
| Ham Fair                                                 | <u>11,732.32</u>  |                    | <u>9,845.00</u> |                    |
|                                                          |                   | 42,598.44          |                 | 14,212.00          |
| <b>PAYMENTS</b>                                          |                   |                    |                 |                    |
| Printing, postage, stationery                            | (2,039.80)        |                    | (1,779.56)      |                    |
| Environmental work (Note 1)                              | (3,374.93)        |                    | (1,666.00)      |                    |
| Donations and Gifts (Note 2)                             | (14,384.00)       |                    | (2,000.00)      |                    |
| Events (Note 3)                                          | (2,082.60)        |                    | (692.75)        |                    |
| Web site                                                 | (1,960.00)        |                    | -               |                    |
| Committee expenses                                       | (376.52)          |                    | (360.00)        |                    |
| Ham Fair (Note 5)                                        | (7,824.61)        |                    | (6,406.04)      |                    |
| Ham Open Gardens (Note 4)                                | <u>(1,132.89)</u> |                    | <u>-</u>        |                    |
|                                                          |                   | (33,175.35)        |                 | (12,904.35)        |
| <b>SURPLUS IN YEAR (2021: 10 Dec 2020 - 31 Dec 2021)</b> |                   | <u>£ 9,423.09</u>  |                 | <u>£ 1,307.65</u>  |
| <b>ACCUMULATED FUNDS STATEMENT</b>                       |                   |                    |                 |                    |
| Funds brought forward at 1st January 2022                |                   | 32,161.16          |                 | 30,853.28          |
| Surplus in year                                          |                   | 9,423.09           |                 | 1,307.65           |
| Rounding difference                                      |                   | 1.03               |                 | 0.23               |
| Accumulated Funds at 31 December 2022                    |                   | <u>£ 41,585.28</u> |                 | <u>£ 32,161.16</u> |

The attached notes overleaf form part of these accounts

Pauline Gizejewski - Hon Treasurer

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF THE HAM AND PETERSHAM ASSOCIATION AND AMENITIES GROUP**

I have examined the above Receipts and Payments Account. In my opinion the account has been properly prepared and is in accordance with the books and records of the Group.

Julia L.H. Bailey (ICAEW Retired)  
Hon Independent Examiner 31 March 2023

**HAM AND PETERSHAM ASSOCIATION AND AMENITIES GROUP****Charitable Incorporated Organization Charity number: 1192741****Notes to Accounts 1 January 2022 to 31 December 2022****Note 1. Environmental Work**

|                        |                | £              |
|------------------------|----------------|----------------|
| Clear-up Expenses      | 1639.32        | 60.00          |
| Notice board repairs   | 222.6          | -              |
| Insurance and expenses | 503.36         | 649.00         |
| Ham Pond               | 182.09         | 393.00         |
| Latchmere Brook        | -              | 519.00         |
| Gate House Gardern     | 827.55         | 45.00          |
|                        | <u>3374.92</u> | <u>1666.00</u> |

**Note 2 : Donations and Gifts**

|                              |                 | £              |
|------------------------------|-----------------|----------------|
| Ham Parade Market            | -               | 250.00         |
| Ham SOS                      | 6000            | 250.00         |
| Ham Cricket Club             | -               | 500.00         |
| Ham and Petersham Sea Scouts | 650             | 250.00         |
| TAG Youth Club               | -               | 500.00         |
| Friends of Ham Lands         | 234             | 250.00         |
| St Andrews Church            | 500             | -              |
| Shepherd's Star Group        | 200             | -              |
| Home Start                   | 6000            | -              |
| St Thomas Aquinas Church     | 800             | -              |
|                              | <u>14384.00</u> | <u>2000.00</u> |

**Note 3: Events**

|                          |                |               |
|--------------------------|----------------|---------------|
| Summer Party expenses    | 1312.60        |               |
| Talks expenses           | 120.00         |               |
| Christmas party expenses | 650            | 692.75        |
|                          | <u>2082.60</u> | <u>692.75</u> |

**Note: 4 Ham Open Gardens**

|                                        |                |             |
|----------------------------------------|----------------|-------------|
| Programme design and printing expenses | 934.00         |             |
| Tea expenses                           | 138.89         |             |
| Admin expenses                         | 60.00          |             |
|                                        | <u>1132.89</u> | <u>0.00</u> |

**Note 5: Ham Fair**

Expenditure includes prepayment of £747 for 2023 event



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|                                                          | <b>2022</b>       |                    | <b>2021</b>     |                    |
|----------------------------------------------------------|-------------------|--------------------|-----------------|--------------------|
|                                                          | £                 | £                  | £               | £                  |
| <b>RECEIPTS</b>                                          |                   |                    |                 |                    |
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| <b>PAYMENTS</b>                                          |                   |                    |                 |                    |
| Printing, postage, stationery                            | (2,039.80)        |                    | (1,779.56)      |                    |
| Environmental work (Note 1)                              | (3,374.93)        |                    | (1,666.00)      |                    |
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