



Claver Hill Project

Report and Statement of Financial Activities

For the Year Ended 5th April 2025

**Registered as a Charitable Incorporated Organisation
in England and Wales**

Registration No. 1209697

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Report of the Trustees for the year ended 5th April 2025

The Trustees present their report and audited financial statements for the year ended 5th April 2025.

Legal and Administrative Information

Charity Name: Claver Hill Project

Charity registration number: 1209697

Registered Office 55 Park Road, Lancaster LA1 3EJ

Project Address Ridge Lane, Lancaster, LA1 3JY

Trustees

Caroline Jackson (Chair)

Steven Jenkins

Tracy Stocks

Kathy Jeanne Barton

David Owen Brookes

Anne Chapman

Moyna Hargest (Resigned 3/3/25)

Michael Carr (Treasurer)

Committee

Anna Clayton (Co-Chair, Seed Library and Poly 3)

Kathy Barton (Co-Chair and Nature Trails)

Rachel Marshall (Secretary)

Michael Carr (Treasurer)

Vaso Makri (Global Link)

Andi Chapple (Grower's Co-operative)

Sarah Dodson (Harmony Health)

Enda O'Regan (Natural Dyes)

Moyna Hargest (Preserves)

Olivia Grundy (Resilience)

Kathy Pitt (Spud Club & Poly 1)

Steven Jenkins (Poly 2)

Caroline Jackson

Claver Hill Project

Claver Hill Project has existed as an unregistered small charity since 2014 and became a Charitable Incorporated Organisation on 21st August 2024.

The Objectives of the charity are:

To advance the education of the public in subjects relating to sustainable development and the protection, enhancement and rehabilitation of the natural environment in particular but not exclusively by:

- Providing free use of Claver Hill field to community groups engaging in horticultural, agricultural or environmental work.
- Providing practical support to such groups and projects through skills training, mentoring and the provision of tools and equipment.
- Raising awareness of sustainable land use and environmental protection by providing community events and courses which promote sustainable food growing, healthy eating and environmental work.

"Sustainable development" in the context of this charity is defined as development of land, growing or animal keeping methods and other food operations that meet the needs of the present without compromising the ability of future generations to meet their own needs.'

Claver Hill Project consists of a number of internal and independent projects which share the site or utilise members.

The **internal projects** are: Flower Farm, Lancaster Seed Library, Nature Trail, Potato Day, Preserves and Tree Nursery. There are other activities throughout the year such as markets, events, open days and celebrations.

Independent projects which have their own organisation, constitution, named bank accounts etc. are: Global Link, Grower's Co-op, Harmony Health, Natural Dyes, Resilience, Spud Club and Transpiration Wellbeing.

The **Trustees** are in the process of agreeing the terms of reference for

the management committee which will continue to oversee the day to day running of Claver Hill. The management committee consists of a representative from each of the projects using Claver Hill and includes a number of trustees. Trustees will also review and adopt the policies that have been developed by the management committee over the last ten years.

Management Committee Chair's Report

From a wet and cold growing season full of slugs in 2024 we enter a dry and hot year symbolised by the 28 degree heat at the AGM. Each brings its own set of challenges and solutions.

Two new projects have joined the Claver hill site this year: Transpiration Wellbeing and Harmony Health, which means the site now has 13 different projects and groups all of which are (in theory) represented on the Claver Hill Committee.

This past year has seen vandalism and theft on the site increase, numbers actively using the site have decreased but still things continue. The previous compost toilet has been replaced, another built in its place and a chestnut tree planted. An accessible nature trail has been created and the Where the Wildings Are project has hosted after school clubs with the Ridge community centre to extend our reach and connection with the local community.

Claver has also finally become a charity and the committee are now going through a transition as they explore their role in relation to the Charity Trustees.

Anna Clayton
Co-Chair

Financial Review

As Claver Hill Project was registered as a charity on 21st August 2024, this has been a short period. Significant projects were completion of an accessible toilet and the purchase and installation of a secure container. Claver Hill Project achieved a net increase in funds of over £1,200 thanks to sales of preserves and veg bags.

Principal Funding Sources

The main source of funding has been grants, and the sale of preserves. Grant funders in this period were:

- Lancaster University Community Wind Turbine Fund
- Coronation Living Heritage Fund - Community Orchard Grant
- Lancashire Environmental Fund
- Arnold Clark

Investment Policy

Due to the small balance of funds available to the Claver Hill Project, it has been agreed by committee and Trustees that investment of funds is limited to an instant access deposit account managed by the Treasurer. This has a 2.5% interest rate.

Reserves Policy

Reserves are Claver Hill Project's designated and contingency funds that are freely available to spend on any of the charity's purposes. This excludes tangible fixed assets such as land and buildings, restricted funds set aside to meet essential future spending and commitments that have not been provided for as a liability in the accounts.

The objective of the reserves policy are to:

- give confidence to funders by demonstrating good stewardship and active financial management
- demonstrate the charity's resilience and capacity to manage unforeseen financial difficulties to beneficiaries, funders and the public
- give funders, such as grant-makers, an understanding of why funding is needed to undertake a particular project or activity
- manage the risk to a charity's reputation from holding substantial unspent funds at the year-end without explanation

Reserves

Claver Hill Project might need to hold back some funds as reserves for the following reasons:

- To be prepared for the risk of an unforeseen emergency or other unexpected need for funds

- Planned commitments that cannot be met by future income alone, eg plans for a major asset purchase or to a significant project that requires the charity to provide 'matched funding'

Amount of Designated funds

Claver Hill Project will maintain a contingency fund of £2,000 for emergencies and unexpected costs.

Claver Hill Project will maintain a general fund in the region of £5,000 to fund specific items of equipment or projects where grant funding is not appropriate or unsuccessful.

Financial Review

Claver Hill Project will review reserves and designated funds at least once a year in the annual report and consider the following:

- Where significant amounts are held as designated funds the nature of the fund will be considered, as such funds may reduce the need for reserves in particular areas of the charity's work.
- The level of reserves will be reported with reasons and will be compared with the target amount.
- Any shortfall or excess in reserves against the target set will be recorded, including any action being taken or planned to bring reserves into line with the target.

As the general fund has over £8,000, Trustees have noted that there is further expenditure planned in the budget that will reduce the fund closer to the target level during the summer.

Plans for Future Periods

The charity plans to continue activities of individual projects subject to satisfactory funding arrangements.

Structure, Governance and Management

Governing Document

The organisation was registered as a Charitable Incorporated Organisation in England and Wales, on 21st August 2024. The charity operates under a Constitution.

Recruitment and Appointment of Trustees

Under the requirements of the Constitution, the Trustees are appointed to serve for a period of three years after which they can be re-appointed. All Trustees give their time voluntarily and receive no benefits from the charity.

Risk Management

The Management Committee has conducted a review of the major risks to which the charity is exposed. A risk policy has been established and is updated at least annually. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects. For example, the charity uses online banking that requires payments set up by the treasurer to be authorised by a second signatory. Procedures are in place to ensure compliance with health and safety of members and visitors to the site. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

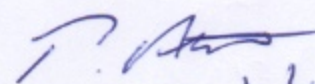
Organisational Structure

The Trustees are responsible for ensuring that the charity uses its resources for its charitable objectives, that key policies are in place and for the strategic direction of the Claver Hill Project. The Trustees delegate the day to day running of the project to a Committee of up to 15 members who meet at least quarterly.

Claver Hill Project Statement of Financial Activities

For Period 21st August 2024 to 5th April 2025

	Unrestricted	Designated	Restricted	Total
	£	£	£	£
Income				
Income from Donations				
Lancashire Environmental Fund			1,500.00	1,500.00
Community Orchard Grant			1,058.49	1,058.49
Lancaster University			4,789.00	4,789.00
Arnold Clark Grant			1,000.00	1,000.00
Seed Library Donations		450.00		450.00
Other Donations	30.98			30.98
Income from Trading Activity				
Preserves	4,350.91			4,350.91
Potato Day		827.60		827.60
Veg Bags	385.00			385.00
Bank Interest (1)	146.60			146.60
Total Income				14,538.58
Expenditure				
Trading Activity (Preserves)	639.36			639.36
Trading Activity (Potato Day)		835.85		835.85
Accessible Nature Trail & Compost Toilet (2)			3,923.43	3,923.43
Storage Container (3)	88.14		5,789.00	5,877.14
Community Orchard (4)	25.58		1,058.49	1,084.07
Poly 3 Repair			139.99	139.99
Return funds to Moorlands Project			309.00	309.00
Crowdfunded Tree			76.40	76.40
Rootstocks from TLC fund		35.64		35.64
Misc Expenditure	341.07			341.07
Insurance (5)	0.00			0.00
Bank Charges	22.28			22.28
Total Expenditure				13,284.23
Net Income				1,254.35


1/12/25

Claver Hill Project Balance Sheet	21/8/24	5/4/25
Cumberland	22,848.05	0.00
Unity Trust Current Account	0.00	228.00
Unity Trust Savings Account	0.00	23,874.40
Total balance	22,848.05	24,102.40
Net Income		1,254.35

Statement of Funds	Balance at 21/8/24	Incoming resources	Resources Expended	Transfers	Balance at 5/4/25
Unrestricted					
General Fund	4,370.28	4,913.49	-1,002.71	-113.72	8,167.34
Designated Funds					
P1/2 renew	4,000.00	0.00	0.00	0.00	4,000.00
Land Purchase	2,000.00	0.00	0.00	0.00	2,000.00
Contingency	2,000.00	0.00	0.00	0.00	2,000.00
Enabling	500.00	0.00	0.00	0.00	500.00
Education Fund	100.00	0.00	0.00	0.00	100.00
Path Maintenance	75.95	0.00	0.00	0.00	75.95
TCL (Potato Day, Seed Library, Tree Nursery)	1,206.14	827.60	-871.49	0.00	1,162.25
Seed Library	0.00	450.00	0.00	0.00	450.00
	14,252.37	6,191.09	-1,874.20	-113.72	18,455.54
Restricted Funds					
Accessible Nature Trail (2)	2,410.27	1,500.00	-3,923.43	13.16	0.00
Storage Container (3)	0.00	5,789.00	-5,877.14	88.14	0.00
Community Orchard (4)	0.00	1,058.49	-1,084.07	25.58	0.00
Fire Crowdfunder	3,542.02	0.00	-76.40	-13.16	3,452.46
Poly 3	2,122.79	0.00	-139.99	0.00	1,982.80
Moorlands	309.00	0.00	-309.00	0.00	0.00
Giving Beds	211.60	0.00	0.00	0.00	211.60
	8,595.68	8,347.49	-11,410.03	113.72	5,646.86
Total Funds					24,102.40

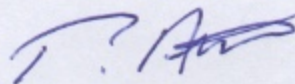
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Notes

- 1 - Includes refund of £6.60 charged in error
- 2 - Includes contribution from Crowdfund of £13.16
- 3 - Includes contribution from General Fund of £88.14
- 4 - Includes contribution from General Fund of £25.58
- 5 - Full year paid prior to this financial period

Compiled by Michael Carr Treasurer

Verified by Paul Atkins. FCMA, CGMA, CPA



1/12/25

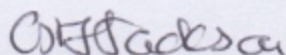
Approved by the Trustees on 1st December 2025 and signed on their behalf by:

Chair

Signature

Date

Caroline Jackson



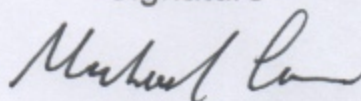
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Treasurer

Signature

Date

Michael Carr



1/12/25



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

**Independent examiner's report on the
accounts**

Section A

Independent Examiner's Report

Report to the trustees

Charity Name
Claver Hill Project

On accounts for the
year ended

5th April 2025

Charity no
(if any)

1209697

Set out on pages

9-11

(remember to include the page numbers of additional sheets)

Responsibilities and
basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **05/04/25**.

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.*

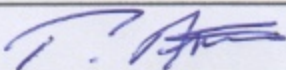
I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- 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:



Date:

1 / 12 / 2025

Name:

Paul Atkins

**Relevant professional
qualification(s) or
body (if any):**

FCMA, CGMA, CPA

Address:

39 Clarence Street

Lancaster

LA1 3BD

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.**