

# Trustees' Annual Report for the period

Period start date

Period end date

From

To

## Section A

## Reference and administration details

Charity name CHOBHAM POOR ALLOTMENT CHARITY

Other names charity is known by

Registered charity number (if any) 200154

Charity's principal address c/o THE PAVILION, BENNER LANE

WEST END

Postcode

GU24 9JP

### 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	V Tedder			Chobham Parish Council
2	M Patterson	Vice Chair		Board
3	A Astall			West End Parish Council
4	E Bentall			Chobham Parish Council
5	D Elliott	Chairman		Board
6	J Stratford			Board
7	S Bush			West End Parish Council
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

## Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Investment Advisors		
Bankers		
Independent Examiner	A Rodrigues FCA	H.G Field & Co, Chertsey

## Name of chief executive or names of senior staff members (Optional information)

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document	Schemes dated 6 <sup>th</sup> September 1978, 15 <sup>th</sup> March 1990 and 25 April 2022
How the charity is constituted	Trust
Trustee selection methods	All Trustees are appointed by the Board of Trustees (see below)

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

#### Appointment of Trustees

The Trustees are nominated and appointed by the Board of Trustees. This is to ensure that the range of skills sets available will enable the Charity to execute its objective to the best effect, for both day to day needs and looking into the future.

Four Trustee positions are nominated by outside Bodies, and if appropriate will be accepted by the Board. Trustees nominated in this way, are not representatives of the nominating body.

## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

Provision of assistance to individuals in need.

The provision and support of facilities for the benefit of the inhabitants, for social welfare, sport and recreation, including:

1. The provision and management of almshouses.
2. The provision and management of allotment land.

Furthering such other charitable purposes within the area of benefit as the trustees may, in their discretion, decide. The 'area of benefit' is limited to the Ancient Parish of Chobham, which includes the existing civil parishes of Chobham and West End.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

Granting of charitable payments in order to provide assistance to individuals and organisations within the defined area of benefit. The Trustees have had full regard to the guidance issued by the Charities Commission on public benefit, when granting their approval of these charitable payments.

Maintenance and letting of landholdings within the defined area of benefit in pursuance of the charity's objectives.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

**Summary of the main achievements of the charity during the year**

Incoming funds of the Charity is derived mainly from Dividends on Capital Investments, Interest, Rents and Licence fees.

Total receipts for the year were £65,302. This included a one-off donation of £11,000 from Tringhams, following the closure of that Charity during the year.

Assistance given to individuals and organisations during the year was as follows:

Grants to Organisations	£7,563
Annual Distribution	£9,970
Grants to Individuals	£687

As usual the Trustees issued vouchers to qualifying parishioners who participated in this year's Annual Distribution and vouchers were redeemed by local retailers, at a total cost of £9,970. The Trustees continually seek to add new retailers where possible to ensure that parishioners have a good choice of outlets to redeem their vouchers.

The Trustees awarded grants to a number of organisations including:- Quest RDA, St Lawrence Primary School, Briarsfield Forest School and Holy Trinity Church West End.

The Trustees oversee the Charity's land and take the necessary measures to ensure that the land is kept in good order.

During the year, the Charity continued to incur legal and professional fees in connection with the following matters:

Investigating the feasibility of providing Alms Houses for individuals in the area of benefit.

Dealing with an ongoing boundary dispute on one of the Charity's landholdings.

The Trustees closely monitor these costs, whilst continuing to seek the necessary specialist advice that is required in dealing with all matters pertaining to the protection and best use of the Charity's assets.

The Trustees have continued to monitor their ongoing procedures with regard to charitable governance and financial controls and they are satisfied that these are sufficiently robust to enable the Charity to continue fulfilling its objectives in the foreseeable future.

All the Charity's lands are in green belt areas. Routine annual maintenance is carried out on the land to keep the sites in general good order. The Trustees endeavour to ensure that the lands are consistently well maintained and improved by adopting new methods and products where appropriate.

Allotment rents are nominal, with maintenance costs exceeding the rental income. The Trustees hold refundable deposits from new allotment tenants and these are returned when the tenants vacate their plot, providing they leave it in good order.

The Charity will continue to provide allotments, but the Trustees are mindful of the downward trend in demand which has been noted over the last few years.

The Trustees, where appropriate, will continue to consider alternative uses for the Charity lands to ensure that they are utilised for the long-term benefit of the Charity. This approach has expanded the spectrum of the land usage and reduces the risk of Charity's land becoming unused and dormant. Current alternative uses of land space include grazing (sheep, horses and pigs), dog training and agility classes, animal husbandry and recreational space.



## Section E

## Financial review

**Brief statement of the charity's policy on reserves**

A portion of accumulated funds has been set aside by the Trustees to continue arboricultural and land improvement.

**Details of any funds materially in deficit**

None

**Further financial review details (Optional information)**

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

## Section F

## Other optional information

## Section G

## Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

David Elliott

Position (eg Secretary, Chair, etc)

Chair

Date

30/10/23



CHARITY COMMISSION  
FOR ENGLAND AND WALES

CHOBHAM POOR ALLOTMENT CHARITY

## Receipts and payments accounts

CC16a

For the period  
from

01.05.2022

To

30.04.2023

### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Investment Income	40,407	-	-	40,407	38,539
Allotment rents	2,811	-	-	2,811	3,324
Licence fees	10,008	-	-	10,008	8,966
Donations & other receipts	11,975	-	-	11,975	150
Loan repayments	-	-	-	-	-
Allotment deposits received (net)	100	-	-	100	250
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>65,302</b>	<b>-</b>	<b>-</b>	<b>65,302</b>	<b>51,230</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>65,302</b>	<b>-</b>	<b>-</b>	<b>65,302</b>	<b>51,230</b>
<b>A3 Payments</b>					
Annual Distribution	9,970	-	-	9,970	8,375
Assistance to organisations	7,583	-	-	7,583	10,087
Assistance to individuals	687	-	-	687	3,937
Property maintenance expenses	10,151	-	-	10,151	17,337
Water charges	1,502	-	-	1,502	1,437
Administrative expenses (net of recharges)	11,678	-	-	11,678	11,757
Legal and professional charges	28,747	-	-	28,747	15,996
Allotment deposits repaid (net)	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>70,297</b>	<b>-</b>	<b>-</b>	<b>70,297</b>	<b>68,927</b>
<b>A4 Asset and investment purchases, (see table)</b>					
Phone	-	-	-	-	691
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>691</b>
<b>Total payments</b>	<b>70,297</b>	<b>-</b>	<b>-</b>	<b>70,297</b>	<b>69,618</b>
<b>Net of receipts/(payments)</b>	<b>- 4,996</b>	<b>-</b>	<b>-</b>	<b>- 4,996</b>	<b>- 18,388</b>
<b>A5 Transfers between funds</b>					
	39,552	-	-	39,552	57,940
<b>A6 Cash funds last year end</b>	<b>34,556</b>	<b>-</b>	<b>-</b>	<b>34,556</b>	<b>39,552</b>
<b>Cash funds this year end</b>	<b>34,556</b>	<b>-</b>	<b>-</b>	<b>34,556</b>	<b>39,552</b>



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

### B1 Cash funds

	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
Business Current and Saver Accounts	34,508	-	-
Cash	49	-	-
	-	-	-
<b>Total cash funds</b>	<b>34,557</b>	<b>-</b>	<b>-</b>
(agree balances with receipts and payments account(s))			

### B2 Other monetary assets

	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
Loans	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

### B3 Investment assets

	Fund to which asset belongs	Cost (optional)	Current value (optional)
Land	Permanent Endowment	15,000	-
Charinco Common Investment Fund	Permanent Endowment	18,109	20,990
Charities Investment Fund	Permanent Endowment	437,910	1,362,292
		-	-
		-	-

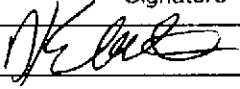
### B4 Assets retained for the charity's own use

	Fund to which asset belongs	Cost (optional)	Current value (optional)
Equipment	Unrestricted	1,690	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

### B5 Liabilities

	Fund to which liability relates	Amount due (optional)	When due (optional)
Allotment deposits held	Unrestricted	3,740	-
		-	-
		-	-
		-	-
		-	-

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	DAVID ELMET	30/10/23



# CHARITY COMMISSION FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the trustees/  
members of

Charity Name:  
CHOBHAM POOR ALLOTMENT CHARITY

On accounts for the year  
ended

30<sup>TH</sup> APRIL 2023

Charity no  
(if any)

200154

Set out on pages

1 and 2

(Remember to include the page numbers of additional sheet(s))

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30<sup>th</sup> April 2023.

Responsibilities and  
basis of report

As the charity trustees of the Trust, 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 the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Date:

30-10-2023  
30-10-2022

Name:

ADRIAN RODRIGUES (FOR H.G FIELD & CO)

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

FCA

Address:

2 STATION ROAD, CHERTSEY, SURREY  
KT16 8BE

### Section B

### Disclosure

Only complete if the examiner needs to highlight 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.