

WALSALL WOOD (FORMER ALLOTMENT) CHARITY

England & Wales · Charity number 510627

Details

Other names	WALSALL WOOD ALLOTMENT CHARITY
Status	Registered
Legal form	Other
Registered	1980-10-13
Register	View on the Charity Commission register

Contact

Address The Council House
Lichfield Street
Walsall
WS1 1TW

Phone 01922653204

Email charities@walsall.gov.uk

Website www.walsall.gov.uk/charities

Activities

Objects: (1) RELIEVING EITHER GENERALLY OR INDIVIDUALLY BENEFICIARIES WHO ARE IN CONDITIONS OF NEED, HARDSHIP OR DISTRESS BY MAKING GRANTS OF MONEY OR PROVIDING OR PAYING FOR ITEMS, SERVICES OR FACILITIES CALCULATED TO REDUCE THE NEED, HARDSHIP OR DISTRESS OF THE BENEFICIARIES. (2) THE TRUSTEES MAY PAY FOR SUCH ITEMS, SERVICES OR FACILITIES BY THE WAY OF DONATIONS OR SUBSCRIPTIONS TO INSTITUTIONS OR ORGANISATIONS WHICH PROVIDE OR WHICH UNDERTAKE IN RETURN TO PROVIDE SUCH ITEMS, SERVICES OR FACILITIES FOR BENEFICIARIES.

Activities: To make grants to disadvantaged individuals residents in the borough of Walsall in particular for household and electrical items, school uniform and clothing; the charity cannot use any part of its income to make cash payments directly to individuals in relief of taxes, public funds or items such as rent arrears and utility bills.

Classification

- **How:** Makes Grants To Individuals
- **What:** General Charitable Purposes, The Prevention Or Relief Of Poverty
- **Who:** Other Defined Groups, The General Public/mankind

Geography

- **Area of benefit:** FORMER TOWNSHIP OF WALSALL WOOD
- Walsall

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£30,660	£0	-	-
2024-03-31	£29,791	£6,341	-	-
2023-03-31	£28,842	£21,036	-	-
2022-03-31	£28,093	£4,445	-	-
2021-03-31	£27,548	£0	-	-

Trustees

Name	Role	Appointed
COUNCILLOR MIKE BIRD		
Councillor Amanda Parkes		2023-11-16
Councillor Ken Ferguson		2021-08-04
Councillor Vera Waters		2022-08-30
MR ALAN PAUL		

WALSALL WOOD (FORMER ALLOTMENT) CHARITY

England & Wales - Charity number 510627

Accounts

Walsall Wood Allotments Charity

Annual Report 01/04/2024 - 31/03/2025

Charity Registration Number: 510627

Address: Walsall Council House, Lichfield Street, Walsall, WS1 1TW

Trustees: Councillor Keith Sears (Chair of the Trustees)
Mr Alan Paul (Vice-Chair)
Councillor Mike Bird
Councillor Ken Ferguson
Councillor Amanda Parkes
Councillor Vera Waters

1 Summary of Report

- 1.1 This report presents the work of the Charity during 2024-2025 financial reporting year. The Committee met on four occasions and ensured the Charity acted in accordance with its purpose of relieving beneficiaries who are in conditions of need, hardship or distress by making grants of money or providing or paying for items, services or facilities.
- 1.2 This report will be submitted to the Charity Commission as part of the Charity's Annual Return (2024-25), if required by the Charity Commission.

2 Recommendations

- 2.1 That the work of the Charity be noted.

3 Governance and Trustees

- 3.1 The Charity's Committee of Management consists of five co-opted Trustees serving five-year terms of office and one Trustee nominated by Walsall Council serving a four-year term of office. This is in accordance with the Charity's governing Trust Scheme (September 1993, as amended 2006 and 2023). New co-opted Trustees are recruited when vacancies become available and are appointed by the existing Trustees at special meetings.
- 3.2 The Chair and Vice-Chair are appointed by Trustees at the first meeting of the Trustees in each municipal year and the Chair is always eligible for re-election.
- 3.3 At their meeting on 4 June 2024, the Trustees re-appointed Councillor K. Sears as Chair and Mr A. Paul as Vice-Chair of the Charity for the 2024-25 municipal year.

3.4 At their ordinary meetings, Trustees consider and determine applications received for financial assistance, after which the day-to-day administration of grants and the processing and handling of new applications, is delegated to the Clerk to the Trustees in co-operation with the Treasurer and Chair. The Clerk is provided by Walsall Council's Democratic Services team. Risks revolving around the spending of charity resources by successful applicants are managed closely by the Clerk, in consultation with the Chair, outside of Charity Meetings.

4 Charity Priorities and Activities

4.1 The Charity's governing document explains that its income should be used for the purpose of relieving beneficiaries who are in conditions of need, hardship or distress by making grants of money or providing or paying for items, services or facilities. The governing document also states that charity income cannot be used to relieve 'rates, taxes or other public funds'. Further to this, Trustees have further developed the Charity's purpose with the following local conventions:

- The Charity will not use its income for the relief of the following:
 - Rent arrears and deposits;
 - Bankruptcy fees;
 - Applications for assistance from applicants living outside of the borough of Walsall Council.
- Due to the substantial number of applications received and limited charitable resources, those applicants from residents in the Walsall Wood area (denoted by WS8 and WS9 postcodes) will be considered first.

4.2 At their ordinary meetings, Trustees consider and determine applications received for financial assistance based on their own merit and the resources available to the Charity. Trustees have a legal and moral obligation to ensure that when considering applications, they are fair and even-handed, and that the age, disability, gender, race, religion or belief, and sexual orientation of applicants do not prejudice or influence decision making. Requirements are in place for applications to be supported by minimum standards of evidence to help ensure Trustees make awards to those who most require assistance and therefore best meet their objectives of relieving beneficiaries who are in conditions of need, hardship or distress.

4.3 The Charity held four meetings in 2024-25 financial reporting year. Grants were made to 76 applicants. Awards were made for assistance including white goods, flooring, furniture, school uniform and clothing. Applications from residents in WS8 and WS9 postcodes were considered first, however most awards were made to residents in the rest of Walsall Borough. The total value of awards granted was £19,451.00 (including those not claimed). This was an increase of £3042.00 from the previous year.

5 Financial Review

- 5.1 Details of the Charity's financial review can be found in the appended financial report. Trustees have a duty to manage the Charity on a sound financial footing and should seek to spend within its income levels.

6 Risk management

- 6.1 The associated risks to this report revolve around the financial security of the Charity and statutory reporting requirements.

Serious incidents

- 6.2 There have been no serious incidents requiring reporting.

Policy Statements

- 6.3 The Charity Commission recommends that Charities should have policies in place to ensure that it carries out its aims lawfully and to safeguard its funds and assets. Whilst there is no specific legal requirement to have in place formal policies for some matters referred to by the charity Commission, it would be good practice to provide positive statements in areas where there is an identifiable need.

- 6.4 The Charity currently has in place the following policies and procedures:

- Safeguarding (adopted March 2017)
- Trustee conflicts of interest (adopted December 2016)

7 Legal implications

- 7.1 Charities with an income exceeding £25,000 are required to provide a copy of the trustees' annual report, the Charity's accounts and Independent Examiner's Report as part of their annual return to the Charity Commission.
- 7.2 The 2022-23 Annual Return was submitted on time.

8 Equality implications

- 8.1 Trustees have a legal and moral obligation to ensure that, when considering applications, they are fair and even handed and that the age, disability, gender, race, religion or belief, and sexual orientation of applicants does not prejudice or influence decision making.

9 Consultation

- 9.1 The Treasurer to the Trustees and finance officers from Walsall Council have provided the financial review and presented the report to Trustees at their meeting of 21 August 2025.

Author

Edward Cook

Democratic Services Officer

☎ 01922 653204

✉ Edward.Cook@walsall.gov.uk

Walsall Wood Allotment Charity

Receipts and Payments Statement For the year ended 31 March 2025

2023/24			2024/25		
Unrestricted Funds £	Restricted funds (inc endowments) £	Total £	Unrestricted Funds £	Restricted funds (inc endowments) £	Total £
Receipts from:					
2,480	26,168	28,648	2,529	26,691	29,221
0	0	0	0	0	0
1,143	0	1,143	1,439	0	1,439
0	0	0	0	0	0
0	0	0	0	0	0
3,623	26,168	29,791	3,968	26,691	30,660
Payments on:					
0	5,993	5,993	0	0	0
349	0	349	0	0	0
0	0	0	0	0	0
349	5,993	6,342	0	0	0
3,274	20,175	23,449	3,968	26,691	30,660
32,749	76,983	109,732	36,023	97,158	133,181
36,023	97,158	133,181	39,991	123,850	163,841

on behalf of Shaun Darcy
Treasurer to the Trust

Walsall Wood Allotment Charity

Statement of Balances as at 31 March 2025

Cash Funds

Details	Unrestricted Funds £	Restricted Funds £	Total £
Deposit Account	36,867	111,963	148,830
Current Account	3,124	11,887	15,011
Total Cash Funds	39,991	123,850	163,841

Investment balances

Details	Fund to which investment belongs to	No of units held	Market valuation as at 31 March 2025 £	Market valuation as at 31 March 2024 £
COIF Charities Investment Fund	Unrestricted Fund	4,552.40	88,683	93,017
COIF Charities Investment Fund	Restricted Fund	48,031.82	935,689	981,415
Total Investments			1,024,372	1,074,432

on behalf of Shaun Darcy
Treasurer to the Trust

INDEPENDENT EXAMINER'S REPORT TO THE MANAGEMENT COMMITTEE OF WALSALL WOOD ALLOTMENT CHARITY

I report on the accounts of the Trust for the year ended 31 March 2025.

Respective Responsibilities of the Trustees and Examiner

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43 (2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43 (7) (b) of the Act, 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 Commissioners. 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 I do not express an audit opinion on the view of the accounts.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that in any material respect the requirements set out below have not been met.

- To keep accounting records in accordance with section 41 of the Act; and
- To prepare accounts which accord the accounting records and to comply with the accounting requirements of the Act

Signed



Mr Robert Page MSc BSc (Hons) CPFA
Walsall MBC, Civic Centre 3rd Floor, Darwall Street, Walsall, WS1 1TP

10 November 2025

WALSALL WOOD (FORMER ALLOTMENT) CHARITY

England & Wales - Charity number 510627

Accounts

Walsall Wood Allotments Charity – 22 August 2024

Annual Report 01/04/2023 - 31/03/2024

Charity Registration Number: 510627

Address: Walsall Council House, Lichfield Street, Walsall, WS1 1TW

Trustees: Councillor Keith Sears (Chair of the Trustees)
Mr Alan Paul (Vice-Chair)
Councillor Mike Bird
Councillor Ken Ferguson
Councillor Amanda Parkes
Councillor Vera Waters

1 Summary of Report

- 1.1 This report presents the work of the Charity during 2023-2024 financial reporting year. The Committee met on four occasions and ensured the Charity acted in accordance with its purpose of relieving beneficiaries who are in conditions of need, hardship or distress by making grants of money or providing or paying for items, services or facilities.
- 1.2 This report will be submitted to the Charity Commission as part of the Charity's Annual Return (2023-24), if required by the Charity Commission.

2 Recommendations

- 2.1 That the work of the Charity be noted.

3 Governance and Trustees

- 3.1 The Charity's Committee of Management consists of five co-opted Trustees serving five-year terms of office and one Trustee nominated by Walsall Council serving a four-year term of office. This is in accordance with the Charity's governing Trust Scheme (September 1993, as amended 2006 and 2023). New co-opted Trustees are recruited when vacancies become available and are appointed by the existing Trustees at special meetings.
- 3.2 The Chair and Vice-Chair are appointed by Trustees at the first meeting of the Trustees in each municipal year and the Chair is always eligible for re-election.

- 3.3 At their meeting in August 2023, the Trustees re-appointed Councillor K. Sears as Chair and Mr A. Paul as Vice-Chair of the Charity for the 2023-24 municipal year.
- 3.4 At their ordinary meetings, Trustees consider and determine applications received for financial assistance, after which the day-to-day administration of grants and the processing and handling of new applications, is delegated to the Clerk to the Trustees in co-operation with the Treasurer and Chair. The Clerk is provided by Walsall Council's Democratic Services team. Risks revolving around the spending of charity resources by successful applicants are managed closely by the Clerk, in consultation with the Chair, outside of Charity Meetings.

4 Charity Priorities and Activities

- 4.1 The Charity's governing document explains that its income should be used for the purpose of relieving beneficiaries who are in conditions of need, hardship or distress by making grants of money or providing or paying for items, services or facilities. The governing document also states that charity income cannot be used to relieve 'rates, taxes or other public funds'. Further to this, Trustees have further developed the Charity's purpose with the following local conventions:
- The Charity will not use its income for the relief of the following:
 - Rent arrears and deposits;
 - Bankruptcy fees;
 - Applications for assistance from applicants living outside of the borough of Walsall Council.
 - Due to the substantial number of applications received and limited charitable resources, those applicants from residents in the Walsall Wood area (denoted by WS8 and WS9 postcodes) will be considered first.
- 4.2 At their ordinary meetings, Trustees consider and determine applications received for financial assistance based on their own merit and the resources available to the Charity. Trustees have a legal and moral obligation to ensure that when considering applications, they are fair and even-handed, and that the age, disability, gender, race, religion or belief, and sexual orientation of applicants do not prejudice or influence decision making. Requirements are in place for applications to be supported by minimum standards of evidence to help ensure Trustees make awards to those who most require assistance and therefore best meet their objectives of relieving beneficiaries who are in conditions of need, hardship or distress.
- 4.3 The Charity held four meetings in 2023-24 financial reporting year. Grants were made to 65 applicants. Awards were made for assistance including white goods, flooring, furniture, school uniform and clothing. Applications from residents in WS8 and WS9 postcodes were considered first, however most awards were made to residents in the rest of Walsall Borough. The total value of awards granted was £16,499.00 (including those not claimed). This was a reduction of £4537.00 from the previous year, due to the COVID-19 applications backlog being cleared.

5 Financial Review

- 5.1 Details of the Charity's financial review can be found in the appended financial report. Trustees have a duty to manage the Charity on a sound financial footing and should seek to spend within its income levels.

6 Risk management

- 6.1 The associated risks to this report revolve around the financial security of the Charity and statutory reporting requirements.

Serious incidents

- 6.2 There have been no serious incidents requiring reporting.

Policy Statements

- 6.3 The Charity Commission recommends that Charities should have policies in place to ensure that it carries out its aims lawfully and to safeguard its funds and assets. Whilst there is no specific legal requirement to have in place formal policies for some matters referred to by the charity Commission, it would be good practice to provide positive statements in areas where there is an identifiable need.

- 6.4 The Charity currently has in place the following policies and procedures:

- Safeguarding (adopted March 2017)
- Trustee conflicts of interest (adopted December 2016)

- 6.5 The Trustees have agreed for a report to be brought to a future meeting to review existing policies, make any necessary amendments and to consider whether to develop any further policies to complement their operations.

7 Legal implications

- 7.1 Charities with an income exceeding £25,000 are required to provide a copy of the trustees' annual report, the Charity's accounts and Independent Examiner's Report as part of their annual return to the Charity Commission.

- 7.2 The 2022-23 Annual Return was submitted late due to issues with the Charity Commission's new digital system and user data. The Charity now has access to the new system and it is expected there should be no issues in completing the 2023-24 Annual Return.

8 Equality implications

- 8.1 Trustees have a legal and moral obligation to ensure that, when considering applications, they are fair and even handed and that the age, disability, gender, race, religion or belief, and sexual orientation of applicants does not prejudice or influence decision making.

9 Consultation

- 9.1 The Treasurer to the Trustees and finance officers from Walsall Council have provided the financial review and presented the report to Trustees at their meeting of 22 August 2024.

Author

Edward Cook

Democratic Services Officer

☎ 01922 653204

✉ Edward.Cook@walsall.gov.uk

Walsall Wood Allotment Charity

Receipts and Payments Statement For the year ended 31 March 2024

2022/23			2023/24		
Unrestricted Funds £	Restricted funds (inc endowments) £	Total £	Unrestricted Funds £	Restricted funds (inc endowments) £	Total £
Receipts from:					
2,480	26,167	28,647	2,480	26,168	28,648
0	0	0	0	0	0
195	0	195	1,143	0	1,143
0	0	0	0	0	0
0	0	0	0	0	0
2,675	26,167	28,842	3,623	26,168	29,791
Payments on:					
0	21,036	21,036	0	5,992	5,992
0	0	0	349	0	349
0	0	0	0	0	0
0	21,036	21,036	349	5,992	6,341
2,675	5,131	7,806	3,274	20,176	23,450
30,074	71,852	101,926	32,749	76,983	109,732
32,749	76,983	109,732	36,023	97,160	133,183

on behalf of Shaun Darcy
Treasurer to the Trust

Walsall Wood Allotment Charity

Statement of Balances as at 31 March 2024

Cash Funds

Details	Unrestricted Funds	Restricted Funds	Total
	£	£	£
Deposit Account	32,899	85,273	118,172
Current Account	3,124	11,887	15,011
Total Cash Funds	36,023	97,160	133,183

Investment balances

Details	Fund to which investment belongs to	No of units held	Market valuation as at 31 March 2024	Market valuation as at 31 March 2023
			£	£
COIF Charities Investment Fund	Unrestricted Fund	4,552.40	93,017	85,192
COIF Charities Investment Fund	Restricted Fund	48,031.82	981,415	898,853
Total Investments			1,074,432	984,045

on behalf of Shaun Darcy
Treasurer to the Trust

Management Account for Walsall Wood Allotment Charity
As at 12 August 2024

Forecast Receipts and Payments 2024/25

	Unrestricted Funds £	Restricted funds (inc endowments) £	Total £
Receipts received to date			
Investments	625	6,595	7,220
Bank Interest	516	0	516
	1,141	6,595	7,736
Forecast Receipts			
Investments	1,875	19,784	21,659
Bank Interest	1,500	0	1,500
	3,375	19,784	23,159
Total Income	4,516	26,379	30,895
Payments made to date			
Charitable expenses	0	0	0
Insurance	0	0	0
Administrative expenses	0	0	0
	0	0	0
Forecast payments for rest of year			
Charitable expenses	0	36,690	36,690
Insurance	1,646	0	1,646
Administrative expenses	519	0	519
	2,165	36,690	38,855
Total Payments	2,165	36,690	38,855
Surplus/(deficit) as at 12 August 2024	1,141	6,595	7,736
Forecast Surplus/(Deficit) for Year	2,351	(10,311)	(7,960)

Uncommitted Cash Funds

Details	Unrestricted Funds £	Restricted Funds £	Total Funds £
Current Account	959 -	8,874 -	7,915
Deposit Account	34,040	91,866	125,906
Total Cash Funds	34,999	82,992	117,991

On behalf of
Shaun Darcy
Treasurer to the Charity

Analysis of forecast expenditure for remainder of year

Description	Category	Value £
Payments due to Walsall Council 22-23	Charitable Expenses	1,219
Accountancy Fee	Administrative expenses	519
Insurance Payment due to Walsall Council	Insurance	1,646
Payments to be repaid to WC 23-24	Charitable Expenses	13,991
Unpaid Approved Grants	Charitable Expenses	3,368
Predicted Spend for rest of year Grants	Charitable Expenses	15,928
Payments to be repaid to WC 24-25	Charitable Expenses	2,183
Total projected expenditure		38,854

Projected bank balance year end:		£
Current bank balance		140,917
Add income for rest of the year.		23,159
Less expenditure for rest of the year.	-	38,855
Projected year end balance		125,221
Bank balance at start of year		133,181
Projected movement in bank balance		7,960
		-

Investments

Details	Fund to which investment belongs to	No of units held	Market valuation as at 07/05/2024 £	Market valuation as at 12/08/2024 £
COIF Charities Investment Fund	Unrestricted Fund	4,552.40	92,230	91,513
Total unrestricted fund investments			92,230	91,513
COIF Charities Investment Fund	Restricted Fund	48,031.82	973,110	965,540
Total restricted fund investments			973,110	965,540
Total Investments			1,065,340	1,057,053

INDEPENDENT EXAMINER'S REPORT TO THE MANAGEMENT COMMITTEE OF WALSALL WOOD ALLOTMENT CHARITY

I report on the accounts of the Trust for the year ended 31 March 2024.

Respective Responsibilities of the Trustees and Examiner

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43 (2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43 (7) (b) of the Act, 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 Commissioners. 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 I do not express an audit opinion on the view of the accounts.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that in any material respect the requirements set out below have not been met.

- To keep accounting records in accordance with section 41 of the Act; and
- To prepare accounts which accord the accounting records and to comply with the accounting requirements of the Act

Signed



Mr Robert Page MSc BSc (Hons) CPFA
Walsall MBC, Civic Centre 3rd Floor, Darwall Street, Walsall, WS1 1TP

13 August 2024.

WALSALL WOOD (FORMER ALLOTMENT) CHARITY

England & Wales - Charity number 510627

Accounts

Walsall Wood (Former Allotments) Charity – 29 February 2024

Annual Report 01/04/2022 - 31/03/2023

Charity Registration Number: 510627

Address: Walsall Council House, Lichfield Street, Walsall, WS1 1TW

Trustees: Councillor Keith Sears (Chair of the Trustees)
Councillor Mike Bird
Councillor Ken Ferguson
Councillor Amanda Parkes
Mr Alan Paul
Councillor Vera Waters

1 Summary of Report

- 1.1 This report presents the work of the Charity during 2022-2023. The Committee met on three occasions and ensured the Charity acted in accordance with its purpose of relieving beneficiaries who are in conditions of need, hardship or distress by making grants of money or providing or paying for items, services or facilities.
- 1.2 This report was initially prepared for submission as part of the Charity's Annual Return (2022-23) to the Charity Commission in January 2024. Due to ongoing issues with the Charity Commission's new digital system and user data, the annual return is still pending completion. The Charity Commission are working to resolve these issues. This is an issue affecting multiple charities and the Charity Commission have advised that they will amend the date of annual returns for any affected charities to show they were filed on time.

2 Recommendations

- 2.1 That the work of the Charity be noted.
- 2.2 That a report be brought to a future meeting for Trustees to review existing policies and to consider whether they wish to develop further policies to complement their operations.

3 Governance and Trustees

- 3.1 The Charity's Committee of Management consists of five co-opted Trustees serving five-year terms of office and one Trustee nominated by Walsall Council serving a four-year term of office. This is in accordance with the Charity's governing Trust Scheme (September 1993, as amended 2006 and

2023). New co-opted Trustees are recruited when vacancies become available and are appointed by the existing Trustees at special meetings.

- 3.2 In August 2022 the Charity re-appointed Mr A. Paul as a co-opted Trustee and appointed Councillor V.Waters as a new co-opted Trustee to fill the existing vacancy.
- 3.3 The Chair and Vice-Chair are appointed by Trustees at the first meeting of the Trustees in each municipal year and the Chair is always eligible for re-election.
- 3.4 At their ordinary meetings, Trustees consider and determine applications received for financial assistance, after which the day-to-day administration of grants and the processing and handling of new applications, is delegated to the Clerk to the Trustees in co-operation with the Treasurer and Chair. The Clerk is provided by Walsall Council's Democratic Services team. Risks revolving around the spending of charity resources by successful applicants are managed closely by the Clerk, in consultation with the Chair, outside of Charity Meetings.
- 3.5 In March 2023 the Trustees approved an amendment to the Charity's scheme to allow for meetings to be conducted in-person and via virtual, telephone or hybrid (a combination of these) methods. It was intended that meetings would continue to be held in-person however this provision would help future-proof the charity and manage business effectively and efficiently.

4 Charity Priorities and Activities

- 4.1 The Charity's governing document explains that its income should be used for the purpose of relieving beneficiaries who are in conditions of need, hardship or distress by making grants of money or providing or paying for items, services or facilities. The governing document also states that charity income cannot be used to relieve 'rates, taxes or other public funds'. Further to this, Trustees have further developed the Charity's purpose with the following local conventions:
 - The Charity will not use its income for the relief of the following:
 - Rent arrears and deposits;
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 - Applications for assistance from applicants living outside of the borough of Walsall Council.
 - Due to the substantial number of applications received and limited charitable resources, those applicants from residents in the Walsall Wood area (denoted by WS8 and WS9 postcodes) will be considered first.
- 4.2 At their ordinary meetings, Trustees consider and determine applications received for financial assistance based on their own merit and the resources available to the Charity. Trustees have a legal and moral obligation to ensure that when considering applications, they are fair and even-handed, and that the age, disability, gender, race, religion or belief, and sexual orientation of applicants do not prejudice or influence decision making. Requirements are in place for applications to be supported by minimum standards of evidence to help ensure Trustees make awards to those who most require assistance and

therefore best meet their objectives of relieving beneficiaries who are in conditions of need, hardship or distress.

- 4.3 During 2022-23, regular meetings re-commenced with three meetings being held. Grants were made to 124 applicants, including some who had applied for assistance while meetings were unable to take place due to the Covid-19 pandemic. Awards were made for assistance including white goods, flooring, furniture, school uniform and clothing. Applications from residents in WS8 and WS9 postcodes were considered first however most awards were made to residents in the rest of Walsall Borough. Outgoing payments, including payment for some awards outstanding from the previous reporting year, totalled £21,036.00.

5 Financial Review

- 5.1 Details of the Charity's financial review can be found in the appended financial report. Trustees have a duty to manage the Charity on a sound financial footing and should seek to spend within its income levels.
- 5.2 The attached financial review was previously reported to and noted by Trustees at their meeting of 24 August 2023.

6 Risk management

- 6.1 The associated risks to this report revolve around the financial security of the Charity and statutory reporting requirements.

Serious incidents

- 6.2 There have been no serious incidents requiring reporting.

Policy Statements

- 6.3 The Charity Commission recommends that Charities should have policies in place to ensure that it carries out its aims lawfully and to safeguard its funds and assets. Whilst there is no specific legal requirement to have in place formal policies for some matters referred to by the Charity Commission, it would be good practice to provide positive statements in areas where there is an identifiable need.
- 6.4 The Charity currently has in place the following policies and procedures:
- Safeguarding (adopted March 2017)
 - Trustee conflicts of interest (adopted December 2016)
- 6.5 It is recommended that a report be brought to a future meeting for Trustees to review the existing policies and make any necessary amendments and to consider whether they wish to develop any further policies to complement their operations.

7 Legal implications

- 7.1 Charities with an income exceeding £25,000 are required to provide a copy of the trustees' annual report, the Charity's accounts and Independent Examiner's Report as part of their annual return to the Charity Commission.
- 7.2 The annual return for 2021-2022 required by the Charity Commission was completed.
- 7.3 Due to ongoing issues with the Charity Commission's new digital system and user data, the annual return for 2022-23 is still pending completion. The Charity Commission are working to resolve these issues. This is an issue affecting multiple charities and the Charity Commission have advised that they will amend the date of annual returns for any affected charities to show they were filed on time.

8 Equality implications

- 8.1 Trustees have a legal and moral obligation to ensure that, when considering applications, they are fair and even handed and that the age, disability, gender, race, religion or belief, and sexual orientation of applicants does not prejudice or influence decision making.

9 Consultation

- 9.1 The Council's finance team have

Author

Edward Cook

Democratic Services Officer

☎ 01922 653204

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Walsall Wood Allotment Charity

Receipts and Payments Statement For the year ended 31 March 2023

2021/22			2022/23		
Unrestricted Funds £	Restricted funds (inc endowments) £	Total £	Unrestricted Funds £	Restricted funds (inc endowments) £	Total £
Receipts from:					
2,431	25,654	28,085	2,480	26,167	28,647
0	0	0	0	0	0
8	0	8	195	0	195
0	0	0	0	0	0
0	0	0	0	0	0
2,439	25,654	28,093	2,675	26,167	28,842
Payments on:					
0	4,445	4,445	0	21,036	21,036
0	0	0	0	0	0
0	0	0	0	0	0
0	4,445	4,445	0	21,036	21,036
2,439	21,209	23,648	2,675	5,131	7,806
27,634	50,644	78,278	30,073	71,853	101,926
30,073	71,853	101,926	32,748	76,984	109,732

PP

L-S. Haynes

Shaun Darcy
Treasurer to the Trust

Management Account for Walsall Wood Allotment Charity
As at 08 August 2023

Forecast Receipts and Payments 2023/24

	Unrestricted Funds £	Restricted funds (inc endowments) £	Total £
Receipts received to date			
Investments	615	6,494	7,109
Bank Interest	267	0	267
	882	6,494	7,376
Forecast Receipts			
Investments	1,846	19,482	21,328
Bank Interest	665	0	665
	2,511	19,482	21,993
Total Income	3,393	25,976	29,369
Payments made to date			
Charitable expenses	0	5,994	5,994
Insurance	349	0	349
Administrative expenses	0	0	0
	349	5,994	6,343
Forecast payments for rest of year			
Charitable expenses	0	23,091	23,091
Insurance	1,100	0	1,100
Administrative expenses	519	0	519
	1,619	23,091	24,710
Total Payments	1,968	29,085	31,053
Surplus/(deficit) as at 10th May 2023	533	500	1,033
Forecast Surplus/(Deficit) for Year	1,425	(3,109)	(1,684)

Uncommitted Cash Funds

Details	Unrestricted Funds £	Restricted Funds £	Total Funds £
Current Account	3,473 -	3,462	11
Deposit Account	29,808	80,947	110,755
Total Cash Funds	33,281	77,485	110,766

PP

L. S. Hayes

Shaun Darcy
Treasurer to the Trustees

Analysis of forecast expenditure for remainder of year

Description	Category	Value £
Unpaid Approved Grants	Charitable Expenses	4,875
Accountancy Fee	Administrative expenses	519
Insurance	Administrative expenses	1,100
Payments made by Walsall Council	Charitable Expenses	1,219
Predicted Spend for rest of year Grants	Charitable Expenses	16,997
Total projected expenditure		24,710

Projected bank balance year end:

	£
Current bank balance	110,766
Adjustments to the Bank	-
Less uncashed cheques (check bank reconciliation)	-
Add income for rest of the year.	21,993
Less expenditure for rest of the year.	24,710
Projected year end balance	108,049
Bank balance at start of year	109,733.00
Projected movement in bank balance	1,684.00
	-

Investments

Details	Fund to which investment belongs to	No of units held	Market valuation as at 04/05/2023 £	Market valuation as at 08/08/2023 £
COIF Charities Investment Fund	Unrestricted Fund	4,552.40	84,695	86,004
Total unrestricted fund investments			84,695	86,004
COIF Charities Investment Fund	Restricted Fund	48,031.82	893,603	907,422
Total restricted fund investments			893,603	907,422
Total Investments			978,298	993,426

INDEPENDENT EXAMINER'S REPORT TO THE MANAGEMENT COMMITTEE OF WALSALL WOOD ALLOTMENT CHARITY

I report on the accounts of the Trust for the year ended 31 March 2023.

Respective Responsibilities of the Trustees and Examiner

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43 (2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43 (7) (b) of the Act, 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 Commissioners. 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 I do not express an audit opinion on the view of the accounts.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that in any material respect the requirements set out below have not been met.

- To keep accounting records in accordance with section 41 of the Act; and
- To prepare accounts which accord the accounting records and to comply with the accounting requirements of the Act

Signed



Mr Robert Page MSc CPFA

Walsall MBC, Civic Centre 3rd Floor, Darwall Street, Walsall, WS1 1TP

16 August 2023.

WALSALL WOOD (FORMER ALLOTMENT) CHARITY

England & Wales - Charity number 510627

Accounts

Walsall Wood Allotments Charity

Annual Report 01/04/2021 - 31/03/2022

Charity Registration Number: 510627

Trustees:

Councillor Keith Sears (Chair of the Trustees)
Councillor Mike Bird
Councillor Ferguson
Mr Eddie Hughes MP
(Two Vacancies)

Address:

Walsall Council House, Lichfield Street, Walsall, WS1 1TW

Structure, Governance and Management

The Charity's Committee of Management consists of five co-opted Trustees (of which there are two vacancies) serving five-year terms of office and one Trustee nominated by Walsall Council serving a four-year term of office, in accordance with the Charity's governing Trust Scheme (September 1993, as amended 2006). New co-opted Trustees are recruited when vacancies become available and are appointed by the existing Trustees at Special Meetings. It is expected that the current vacancies will be filled soon. The Chair and Vice-Chair are appointed by Trustees at the first meeting of the Trustees in each municipal year and the Chair is always eligible for re-election.

At their ordinary meetings, Trustees consider and determine applications received for financial assistance, after which the day-to-day administration of grants and the processing and handling of new applications, is delegated to the Clerk to the Trustees in cooperation with the Treasurer and Chair. The Clerk is provided by Walsall Council's Democratic Services team. Risks revolving around the spending of charity resources by successful applicants are managed strongly by the Clerk, in consultation with the Chair, outside of Charity Meetings.

Objectives and Activities

The Charity's governing document explains that its income should be used for the purpose of relieving beneficiaries who are in conditions of need, hardship or distress by making grants of money or providing or paying for items, services or facilities. The governing document also states that charity income cannot be used to relieve 'rates, taxes or other public funds'. Further to this, Trustees have further developed the Charity's purpose with the following local conventions:

- The Charity will not use its income for the relief of the following:
 - o Rent arrears and deposits;
 - o Bankruptcy fees;
 - o Applications for assistance from applicants living outside of the borough of Walsall Council.
- Due to the substantial number of applications received and limited charitable resources, those applicants from residents in the Walsall Wood area (denoted by WS8 and WS9 postcodes) will be considered first.

At their ordinary meetings, Trustees consider and determine applications received for financial assistance based on their own merit and the resources available to the Charity. Trustees have a legal and moral obligation to ensure that when considering applications, they are fair and even-handed, and that the age, disability, gender, race, religion or belief, and sexual orientation of applicants do not prejudice or influence decision making. Requirements are in place for applications to be supported by minimum standards of evidence to help ensure Trustees make awards to those who most require assistance and therefore best meet their objectives of relieving beneficiaries who are in conditions of need, hardship or distress.

During the year 2021-22 the Trustees have been unable to meet due to the ongoing Covid-19 pandemic and associated restrictions, however, payments for awards of financial assistance made prior to Covid-19 restrictions being in place have continued to be made. It is expected that regular meetings will commence in the near-future following the lifting of most Covid-19 restrictions and the easing of challenges within the Democratic Services team.

Financial Review

Details of the Charity's financial review can be found in the appended financial report. Trustees have a duty to manage the Charity on a sound financial footing and should seek to spend within its income levels.

Author

Edward Cook

Assistant Democratic Services Officer

☎ 01922 653204

✉ Edward.Cook@walsall.gov.uk

Walsall Wood Allotment Charity

Receipts and Payments Statement For the year ended 31 March 2022

2020/21			2021/22		
Unrestricted Funds £	Restricted funds (inc endowments) £	Total £	Unrestricted Funds £	Restricted funds (inc endowments) £	Total £
Receipts from:					
2,384	25,149	27,533	2,431	25,654	28,085
16	0	16	8	0	8
2,400	25,149	27,549	2,439	25,654	28,093
Payments on:					
0	0	0	0	4,445	4,445
0	0	0	0	0	0
0	0	0	0	4,445	4,445
2,400	25,149	27,549	2,439	21,209	23,648
25,235	25,494	50,729	27,635	50,643	78,278
27,635	50,643	78,278	30,074	71,852	101,926

PP



Mrs Vicky Buckley
Treasurer to the Trustees

Management Account for Walsall Wood Allotment Charity
As at 15 August 2022

Forecast Receipts and Payments 2022/23

	Unrestricted Funds £	Restricted funds (inc endowments) £	Total £
Receipts received to date			
Investments	615	6,494	7,109
Bank Interest	3	0	3
	618	6,494	7,112
Forecast Receipts			
Investments	1,846	19,482	21,328
Bank Interest	0	0	0
	1,846	19,482	21,328
Total Income	2,464	25,976	28,440
Payments made to date			
Charitable expenses	0	0	0
Administrative expenses	0	0	0
	0	0	0
Forecast payments for rest of year			
Charitable expenses	1,100	8,636	9,736
Grants for remainder of year	0	15,919	15,919
Administrative expenses	343	0	343
	1,443	24,555	25,998
Total Payments	1,443	24,555	25,998
Surplus/(deficit) as at 15 August 2022	618	6,494	7,112
Forecast Surplus/(Deficit) for Year	1,021	1,421	2,442

Uncommitted Cash Funds

Details	Unrestricted Funds £	Restricted Funds £	Total Funds £
Current Account	2,390	-	2,390
Deposit Account	28,302	78,346	106,648
Total Cash Funds	30,692	78,346	109,038

Analysis of forecast expenditure for remainder of year

Description	Category	Value £
Unpaid Approved Grants	Charitable Expenses	6,867
Accountancy Fee	Administrative expenses	343
Insurance	Charitable Expenses	546
Payments made by Walsall Council	Charitable Expenses	2,323
Predicted Spend for rest of year Grants	Charitable Expenses	15,919
Total projected expenditure		25,998

Projected bank balance year end:		£
Current bank balance		111,996
Add dividends due		-
Less uncashed cheques (check bank reconciliation)	-	2,958
Add income for rest of the year.		21,328
Less expenditure for rest of the year.	-	25,998
Projected year end balance		104,368
Bank balance at start of year		101,926
Projected movement in bank balance	-	2,442
		-

Investments

Details	Fund to which investment belongs to	No of units held	Market	Market
			valuation as at 31/03/2022 £	valuation as at 15/08/2022 £
COIF Charities Investment Fund	Unrestricted Fund	4,552.40	89,865	88,948
Total unrestricted fund investments			89,865	88,948
COIF Charities Investment Fund	Restricted Fund	48,031.82	948,153	938,484
Total restricted fund investments			948,153	938,484
Total Investments			1,038,018	1,027,432

PP

L.S. Haynes

Mrs Vicky Buckley
Treasurer to the Trustees

INDEPENDENT EXAMINER'S REPORT TO THE MANAGEMENT COMMITTEE OF WALSALL WOOD ALLOTMENT CHARITY

I report on the accounts of the Trust for the year ended 31 March 2022.

Respective Responsibilities of the Trustees and Examiner

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43 (2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43 (7) (b) of the Act, 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 Commissioners. 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 I do not express an audit opinion on the view of the accounts.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that in any material respect the requirements set out below have not been met.

- To keep accounting records in accordance with section 41 of the Act; and
- To prepare accounts which accord the accounting records and to comply with the accounting requirements of the Act

Signed



Mr Robert Page MSc CPFA

Walsall MBC, Civic Centre 3rd Floor, Darwall Street, Walsall, WS1 1TP

18 August 2022.