

Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	19	09	2019		31	03	2020

Section A Reference and administration details

Charity name

NORTHCLIFFE ALLOTMENT SOCIETY

Other names charity is known by

-

Registered charity number (if any)

1185394

Charity's principal address

30 LYNTON DRIVE

SHIPLEY

WEST YORKSHIRE

Postcode

BD18 3DJ

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	Val HARRIS	Secretary		
2	Alex JONES	-		
3	Ian ASHE	-		
4	Jen DYER	-		
5	Stephen BLUNDELL	Treasurer		
6	Rachael DURRETT	-		
7	Deborah MOORE	-		
8	-			
9	-			
10	-			
11	-			
12	-			

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

Name	Dates acted if not for whole year
-	
-	
-	

- 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.

Additional governance issues (Optional information)

On 1st October 2019 all assets, liabilities and undertakings associated with the unincorporated organisation known as 'Northcliffe Allotment Society' were transferred to the Charitable Incorporated Organisation with charity number 1182394 by a transfer agreement executed by the committee of the unincorporated organisation and the trustees of the Charity.

Elected by membership	Charitable Incorporated Organisation (CIO)	CIO Association Constitution
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Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

How the charity is constituted
(eg. trust, association, company)

Trustee selection methods
(eg. appointed by, elected by)

Section B Structure, governance and management

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

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Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
-		
-		
-		
-		

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

The objects of the Charitable Incorporated Organisation are:

‘To further or benefit the residents of Shipley (West Yorkshire) and the surrounding area without distinction of age, gender, sexual orientation, race or 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 life for the residents.’

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)

The Trustees confirm that they have had regard to the Charity Commission’s public benefit guidance where relevant.

Northcliffe Allotment Society is a membership organisation. Full membership is available to all individuals holding the tenancy of an allotment plot on the site managed by the Charity, however membership is available to any individual, corporate body, or individual or corporate body representing an organisation which is not incorporated.

The trustees of the Charity are unpaid.

The Charity is funded through a combination of membership fees, rents charges for the use of allotment plots, and a management fee paid to the Charity by the local authority.

The main activities undertaken by the Charity are:

- the allocation and letting of allotment plots through a transparent application process that is open to the public
- the management and maintenance of the allotment site, under a service level agreement with the local authority
- The provision of volunteering opportunities to members and to the wider community in relation to landscape management and conservation
- The organising of social and community events which are open to members and to the wider community
- The publishing of periodic newsletters containing horticultural information and advice, and other material of interest to members and supporters

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

bringing back an overgrown plot to become a communal orchard creating a new community wildlife space to be open to the public and people from the waiting list and members of the wider community. A regular community gardening project which involves plot holders, organisation and day to day management. Greater involvement of members on many aspects of the allotments plot holders, for example plant swap, talks, classes. Provision of bulk ordering services for members and events to support committee. Review of all policies, and appointment of a safeguarding officer to the relevant regulations and statutes and meets the needs of its members. An effective committee that works well to ensure the CIO works within and an easy way to pay for plots. A new membership system to ensure good communications with members always fully let; people on the waiting list kept regularly updated. A well organised waiting list and system for letting plots; the site is allotments. A web site that acts as the public face for people interested in the Society. Transfer of all plot holders to the new tenancy agreements with the

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

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

Additional details of objectives and activities (Optional information)

Section E

Financial review

Brief statement of the charity's policy on reserves

The Charity currently maintains only Unrestricted reserves, as it currently receives no Restricted funding. Unrestricted reserves are maintained to provide a buffer for unforeseen operational costs, and for foreseeable expenses, asset replacement, and for future investment in the allotment site managed by the Charity.

Details of any funds materially in deficit

Not applicable. The Charity does not hold any funds in deficit.

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

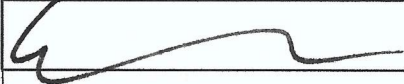

Other optional information

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)	STEPHEN BLUNDELL	VAL HARRIS
Position (eg Secretary, Chair, etc)	TREASURER	Co-SEC
Date	05/09/2020	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Northcliffe Allotment Society

No (if any)
1185394

Receipts and payments accounts

CC16a

For the period from	Period start date 19/09/2019	To	Period end date 31/03/2020
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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					
Fees, grants and donations	4,950	-	-	4,950	-
Member subscriptions	58	-	-	58	-
Rental income from allotment plots	170	-	-	170	-
Resale of horticultural supplies	876	-	-	876	-
Fundraising social events	388	-	-	388	-
Bank interest	0	-	-	0	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	6,442	-	-	6,442	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	6,442	-	-	6,442	-
A3 Payments					
Rent refunds	220	-	-	220	-
Horticultural supplies	740	-	-	740	-
Site maintenance	785	-	-	785	-
Fundraising and social events	322	-	-	322	-
Administrative expenses	72	-	-	72	-
Insurance	403	-	-	403	-
Utilities	100	-	-	100	-
Bank charges	18	-	-	18	-
	-	-	-	-	-
Sub total	2,660	-	-	2,660	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	2,660	-	-	2,660	-
Net of receipts/(payments)	3,782	-	-	3,782	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	3,174	-	-	3,174	-
Cash funds this year end	6,955	-	-	6,955	-

CCXX R2 accounts (22)