



**CHARITY COMMISSION  
FOR ENGLAND AND WALES**

## **Trustees' Annual Report for the period**

**From**

**01/04/2022 To**

**31/03/2023**

**Charity name: NORTHCLIFFE ALLOTMENT SOCIETY**

**Charity registration number: 1185394**

## **Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>The objectives of the Charitable Incorporated Organisation are:-</p> <p>"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 residents."</p>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>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. Membership is also available to any individual, corporate body, or individual or corporate body representing an organisation which is not incorporated.</p> <p>The trustees of the charity are unpaid.</p> <p>The activities of the charity are funded through the combination of membership fees, rent charges for use of allotment plots and grant funding linked to specific projects.</p> <p>The main activities undertaken by the charity are:</p> <ul style="list-style-type: none"><li>• The allocation and letting of allotment plots through a transparent application process that is available to the public.</li><li>• The management and maintenance of the allotment sites</li></ul>

		<ul style="list-style-type: none"> <li>• The provision of volunteering opportunities for members and the wider community in relation to landscape management, conservation and the management of the allotment sites</li> <li>• The organising of social and community events which are open to members and the wider community.</li> <li>• Publishing of regular newsletters containing horticultural information and advice and other material of interest to members and supporters</li> <li>• The development and improvement of communal facilities at the allotment site</li> </ul>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees confirm that they have had regard to the guidance issued by the Charity Commission on public benefit.

#### **Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<ul style="list-style-type: none"> <li>• The site has continued to engage with members and volunteers after the pandemic and continues to provide a safe environment to enable people to continue to meet and work safely.</li> <li>• Maintained a well organised waiting list and system allocating plots. The sites remain fully occupied and people on the waiting list are regularly updated.</li> <li>• An effective committee that ensures the charity works within the relevant regulations and statutes and meets the needs of its members and the community.</li> <li>• Provision of services to members consistent with our objectives such as bulk ordering of horticultural supplies</li> <li>• Organised social events, talks to widen the knowledge of members.</li> <li>• Remaining accountable to our members and maintaining the involvement of members in many aspects of the organisation, planning and day to day management of the allotment site</li> <li>• A regular community garden project which involves members, local people waiting for allotment plots and members of the wider community. Through this project we are creating a new community wildlife space open to the public and a community orchard.</li> </ul>

**Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Charity is in a healthy positive position as the end of the period.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves are maintained to provide a buffer for unforeseen operational costs, any necessary maintenance costs, for asset replacement and for future investment in the allotment site managed by the Charity.
Amount of reserves held	Para 1.22	As at 310323 the reserves held £14004
Reasons for holding zero reserves	Para 1.22	Not Applicable
Details of fund materially in deficit	Para 1.24	Not applicable. The Charity does not hold any funds in deficit
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Not applicable the Charity is in a healthy position with no concerns

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	In addition to income from membership fees and rents for allotment plots the charity received a lottery grant for our wc, workshop project. This has allowed us to make good progress in this project which will be finished by 2024.
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	There are no risks facing the Charity
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	CIO Association Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation (CIO)
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Elected by Membership

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

## Reference and Administrative details

Charity name	Northcliffe Allotment Society
Other name the charity uses	
Registered charity number	1185394
Charity's principal address	30 Lynton Drive ShIPLEY West Yorkshire 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			
2	Alex Jones			
3	Ian Ashe			
4	Jen Dyer			
5	Stephen Blundell			
6	Deborah Moore	Secretary		
7	Katie Jennings			
8	Julie Sowter			
9	Rachel Smith	Treasurer		
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

### Corporate trustees – names of the directors at the date the report was approved

Director name		
Not Applicable		

### Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
Not Applicable		

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	Not Applicable
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	Not Applicable
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Not Applicable

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

--

## Exemptions from disclosure

Reason for non-disclosure of key personnel details

--

## Other optional information

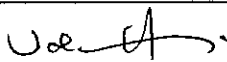
--



## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	VAL HARRIS	
Position (eg Secretary, Chair, etc)	CHAIR	
Date	20-11-2023	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name <b>NORTHCLIFFE ALLOTMENT SOCIETY</b>	No (if any) 1185394
--	------------------------

## Receipts and payments accounts

CC16a

For the period from	Period start date 01/04/2022	To	Period end date 31/03/2023
------------------------	---------------------------------	----	-------------------------------

### 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 £
<b>A1 Receipts</b>					
Membership Subscriptions	356	-	-	356	-
Rental Income from Allotment Plots	2,081	-	-	2,081	-
Resale Of Horticultural Supplies	3,336	-	-	3,336	-
Tool Hire	180	-	-	180	-
Social Events	815	-	-	815	-
Key Sales	123	-	-	123	-
Fees, Grants, Donations	-	9,699	-	9,699	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>6,891</b>	<b>9,699</b>	<b>-</b>	<b>16,590</b>	<b>-</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>6,891</b>	<b>9,699</b>	<b>-</b>	<b>16,590</b>	<b>-</b>
<b>A3 Payments</b>					
Site Maintenance, Equipment	3,257	-	-	3,257	-
Supplies for Resale	3,108	-	-	3,108	-
Fund Raising & Social Events	445	-	-	445	-
Insurance	444	-	-	444	-
Utilities	1,416	-	-	1,416	-
Refunds	133	-	-	133	-
Bank Charges, Paypal	186	-	-	186	-
Project Expenses	2,094	9,699	-	11,793	-
Misc Supplies, Expenses, Postage	319	-	-	319	-
<b>Sub total</b>	<b>11,402</b>	<b>9,699</b>	<b>-</b>	<b>21,101</b>	<b>-</b>
<b>A4 Asset and investment purchases. (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>11,402</b>	<b>9,699</b>	<b>-</b>	<b>21,101</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>- 4,511</b>	<b>-</b>	<b>-</b>	<b>- 4,511</b>	<b>-</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>18,515</b>	<b>-</b>	<b>-</b>	<b>18,515</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>14,004</b>	<b>-</b>	<b>-</b>	<b>14,004</b>	<b>-</b>

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Cash	132	-	-
	Current Account (Unity Trust)	13,857	-	-
	Paypal	15	-	-
	<b>Total cash funds</b>	<b>14,004</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))			


	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>	Allotment Clubhouse Building		-	-
	WC/ Workshop		-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	V. HARRIS	9-10-23