

**ELDER STUBBS  
CHARITY**

**ANNUAL REPORT  
2016**

Registered Charity Number 202497

## **Elder Stubbs Charity Annual Report 2016**

### **Chairman's Foreword**

Most years, for various reasons, some of our Trustees change, and 2016 was no exception. I am pleased to welcome, from March 2016, Mrs. Elizabeth (Lis) Agulnik and Mr. Herman Huyg as our new co-opted Trustees. Lis is an old friend to Elder Stubbs, as she was, for many years, the solicitor to the Trustees until her retirement in 2005. Herman is a local resident, and experienced in allotment matters; both make valuable contributions to our team. I am also pleased to welcome, from July 2016, Cllr Steven Curran as the new City Council nominated Trustee.

We also expanded our management team during 2016. After many years as our Estates Manager, Phil Crème decided that he wished to gradually reduce his hours with us, as a prelude to retirement. To facilitate this we decided to recruit an assistant Estates Manager who would, over time, take over Phil's hours and duties. I am pleased to welcome Mr Edmund Faria, who has been appointed to this role, and is working alongside Phil. Edmund has a background in horticulture, and started on 1<sup>st</sup> August, in time to give invaluable help at the annual Elder Stubbs Festival.

As will be seen from the Annual Accounts, elsewhere in this report, although 2016 was globally financially challenging, our portfolio provided adequate income, which allowed us to maintain our charitable giving to both of the charities which we support, The Porch Steppin' Stone and Restore. As always, the Trustees are extremely grateful to our investment manager, Dominik Drozd of JM Finn and Co., for his most astute and sound advice, and careful stewardship and management of our portfolio, in helping us to maintain the returns on, and value of, our investments. We have been very fortunate in our returns, although increasing staff costs and site improvements make additional demands on our finances, and we need to ensure that income increases to match our expenditure.

Elsewhere in this report you will read about various Elder Stubbs activities, events, and concerns. During 2016, and in collaboration with Restore, the main driveway into the allotments was repaired and upgraded. In August, in association with Restore, we had another very successful Elder Stubbs Festival and Vegetable Show and, for the first time, the Trustees awarded a prize for the "Best Exhibit in Show". This was won by Merril Lewis, one of our allotment holders, for an extremely artistic "floral" display composed entirely of vegetables. In October we held our joint annual meeting with allotment tenants, at which Mr. David Mead gave an address on the subject of bee-keeping. A lively question and answer session followed, and three bee-keepers were amongst the Allotment Holders in attendance.

As in previous years I must thank my fellow Trustees for their attention to the affairs of the charity and their care for its wellbeing, and those non-Trustees who give of their time and expertise by attending our meetings – Kathryn Woodward, solicitor to the Trustees, John Purves, former Clerk, Mr. Guschtscha (Gus), allotment holder, and representatives of Restore, and of The Porch-Steppin' Stone Centre. John has been associated with Elder Stubbs in various capacities for many years, and has had an allotment for over 50 years; in 2016 he indicated that he wished to retire from attending Trustee meetings, but would be available to advise us on matters. We are most grateful to John for all the amazing work he has put into making Elder Stubbs the successful allotment charity it is today, and wish him a long and satisfying 'retirement'. Many thanks also go to our regular volunteers for their loyal and valued assistance around the site. Finally, and in particular, I must give huge thanks to our three part-time members of staff, Ian Honeyman, Charity Manager, Phil Crème, Estate Manager, and Edmund Faria, assistant Estates Manager, whose extremely hard work, dedication, and reliability ensures the remarkably smooth running of Elder Stubbs in its day-to-day practical administration and management.

If you wish to make contact, our e-mail address is [info@elderstubbscharityallotments.org](mailto:info@elderstubbscharityallotments.org)

Our website, developed by Phil, is [www.elderstubbscharityallotments.org](http://www.elderstubbscharityallotments.org). Please view and enjoy!

**Judith Harley**

## **Elder Stubbs Charity Annual Report 2016**

### **Report of the Trustees for 2016**

As anticipated in the Annual Report for 2015 the financial climate in 2016 was a little more difficult than it had been in recent years, due mainly to increased salary costs. Rates were increased as part of a catching up exercise and an additional member of staff employed. The long-serving Estate Manager, Phil Crème, indicated his intension of retiring and suggested that the process of replacement be phased in over a two year period. The Trustees were pleased to agree and appointed Edmund Faria to the new position. Over the two years there will be some doubling up with an inevitable cost implication. In spite of that the deficit in the year was significantly lower than had been feared - £704, down from a projected figure in excess of £2300. This was achieved through higher investment income and very careful control of expenditure other than salaries. The Trustees are keen to maintain charitable giving and confident that the transition period can be accomplished without major cuts.

A substantial improvement programme was achieved in the year, financed by the realisation of investment assets. The Trustees are satisfied that income will not be seriously depleted as a result, though the performance of the charity's portfolio will be monitored closely in what might be expected to be turbulent times for the stock market.

There were a few vacancies amongst Elder Stubbs hundred or so allotments during the year, but these were soon filled and, as this report is being written, there are virtually none. This probably reflects a more transient population than used to be the case,

It is pleasing to note that Trustee numbers have increased significantly since the period in 2015 when meetings were sometimes in doubt when a quorum looked problematic. All meetings in 2016 were well attended.

The Trustees who served in the year were:

Ex-Officio

Fr. Philip Ritchie, Vicar of Cowley St. John  
Rev. Geoffrey Bayliss, Team Rector of Cowley

Nominated by Oxford City Council

Mr. Bryan Keen  
Ms. Judith Harley – Chairman  
Cllr. Mohammed Abbasi  
Cllr. Elise Benjamin  
Cllr. Richard Tarver  
Cllr. Steven Curran (from 23<sup>rd</sup> July)

Co-opted

Mrs. Lis Agulnik (from 22<sup>nd</sup> March)  
Mr. Herman Huyg (from 22<sup>nd</sup> March)

Charity Manager, Mr. Ian Honeyman  
Estate Manager, Mr. Phil Crème  
Estate Manager elect, Mr. Edmund Faria (from 1<sup>st</sup> August)  
Solicitor to the Trustees, Ms. Kathryn Woodward

The Trustees met on four occasions during the year. In addition a joint meeting with Allotment Holders was held. One meeting included a tour of the site and the award of the Clerk's Cup for the allotment judged to be the best. The Finance Committee continued to carry out its business by e-mail.

**Elder Stubbs Charity Trustees**

## Elder Stubbs Charity

Charity Number 202497

### Receipts and Payments Accounts for the period 1st January to 31st December 2016

<b>Receipts</b>	Unrestricted Funds	Restricted Funds	total 2016	total 2015
Sale of Securities	5000		5000	0
Interest & Dividends	48182		48182	44685
Rents & Maintenance	2596		2596	2485
Trading	1126		1126	1156
Other	1518		1518	2057
<b>Total receipts</b>	<b>58422</b>		<b>58422</b>	<b>50383</b>
 <b>Payments</b>				
Grants	24000		24000	24000
Management & Admin.	24781	1	24781	19945
Trading	668		668	1010
Other expenses	3461		3461	2780
Sub total	52910		52910	47735
Asset purchase	6216		6216	1715
 <b>Total payments</b>	 <b>59126</b>		 <b>59126</b>	 <b>49450</b>
Cash last year end	20175		20175	
Cash this year end	27150		27150	
 <b>Investment Assets</b>				
	Type	Funds to which asset belongs	Value	
	Stocks and shares	Unrestricted	1234939	
	Cash on deposit	Unrestricted	0	
 <b>Assets retained for charity's own use</b>				
	Land	Unrestricted	2	150000
	Equipment & stores	Unrestricted	3	4721
 <b>Total assets including cash</b>			 <b>1416810</b>	

Notes

1. includes salaries, professional site work, volunteers' expenses, office costs
2. 12 acres of grade 1 agricultural land valued by Oxford City Council
3. Equipment at depreciated value - straight line over anticipated life of item

Ms Judith Harley Chairman

Mr. Bryan Keen Chairman, Finance Committee

## **Elder Stubbs Recovery Group – Restore**

### **What goes on at ES Recovery Group?**

Elder Stubbs Recovery Group (part of Restore) supports around 65 individuals across the week, in their mental health recovery journey. We do this by providing a supportive and structured environment, in which people can engage in productive group activities in a work-like environment (gardening, cooking, woodwork and crafts). We hope that this will enable people to rebuild routines, confidence and self-esteem, and also give them an opportunity to set goals to work towards in their recovery.

### **Highlights from 2015**

#### **Allotments**

This year the group are very proud of their achievements on the allotments. We had a good harvest, with lots of produce to sell and to put into our weekly veg bags. Apple pressing for juice was also very successful this year, with lots of juice sold in the shop. The group also commenced a crop rotation plan, and have kept careful notes of what was planted last year.

We also offered group members the opportunity to take on their own raised bed, which they would take responsibility for and grow their own veg/flowers on. This has had mixed results, but has been a great way for members to learn more about planning their gardening and some have really enjoyed the process of growing veg to then take home. One was delighted to receive several prizes for her veg at the Annual ES Veg Show.

#### **Sensory Garden**

The group has also made a lot of progress in developing the Sensory Memorial Garden, with the ground being prepared, raised beds constructed and many plants planted. We still have some way to go, as we are planning to build a pond and introduce more plants to the garden. One particularly memorable week involved staff asking every single member to get involved in the Sensory Garden project. For this week, for one session each day, the kitchen, woodwork and crafts were put aside so that everyone could make a contribution to the garden. The group really enjoyed the sense of togetherness this brought and the visible progress that resulted in the garden.

#### **Festival**

The Elder Stubbs Annual Festival was a great success this year. We were helped in the huge logistical task of organising it by a Restore trustee, who did an excellent job of overseeing all aspects of the festival. We were excited to try to focus more on raising awareness for Restore and on raising awareness of mental health issues. We were helped in this by ES group members being really involved on the day, by musicians speaking about their mental health experiences, and by a film tent that had first person accounts of mental health recovery journeys playing throughout the day.

## **Recovery College**

You many have noticed that the old tool room is getting a lot more use these days – our partner organisation Oxfordshire Recovery College has moved onto the Elder Stubbs site. Their aim is to: provide an innovative shared learning environment for people who use mental health services, their families, carers and volunteers and staff of the Oxfordshire Mental Health Partnership.

They have renovated the tool room (and toilets!) and transformed it into a training room.

## **Members**

More importantly than any of these practical developments, this year we have seen members grow in confidence, benefit from support from staff and from peers, and make steps forward in their recovery.

## **The Porch Steppin' Stone**

The Porch 'Steppin Stone' allotment is currently bursting forth with upcoming hopes and aspirations of a new season of gardening. The winter was relatively mild so we were able to continue with produce and maintenance up until way beyond Christmas. Our project is to grow contributions of produce for the 'Steppin Stone' centre to help nourish our members, and contribute to our wonderful 'Porch preserves' industry. Alongside this we aim to create an environment that is both therapeutically beneficial and hopefully aid aspirations towards a career in horticulture. The site is a small oasis of green delight in an urban setting; which offers the proven benefits of being outdoors in a safe and nurturing environment. The project has been going for nearly 20 years and has witnessed the changes in the homeless sector and indeed changes in individuals in part arising from gardening.

I have been involved for 10 months as the centre's activities co-ordinator. This involves offering, encouraging and supporting members to attend this wonderful provision. We have some members who are keen to grow their own food and some who come just to be involved and others who would like to get involved with a view to future employment.

For some members spending a few hours doing a physical activity seems quite threatening especially if their health is not good or they may not consider themselves to be gardeners. We try hard to make them feel welcome and that they can take their time and be involved to their own ability. The sessions are for two hours twice a week with a wonderful tea break around a fire in the middle.

## Elder Stubbs Charity Allotments Report 2016

**Elder Stubbs Estate:** Some aspects of the site were reviewed during the 2016 season and where necessary some remedial works were undertaken to upgrade problem areas. Notably the main drive had developed a number of potholes over time and the car park area by the Restore buildings suffered from poor drainage when there was wet weather. It has made a considerable improvement to have the area resurfaced.

In the woodland areas, in particular Clerks' Wood, the trees are increasing in size as they mature and we considered it of benefit to have a consultancy report provided to look at a future maintenance programme. A recommendation was made to thin and fell trees that were spindly or of poor health or shape to give better growth potential for the more robust and well-shaped trees.

Steppin' Stones again continued with their positive contribution to the site with their mowing paths and assisting with some additional maintenance tasks.

We have welcomed the appointment of Mr. Edmund Faria as Assistant Estate Manager in August. He has enthusiastically been involved with site work and planning since then.

**The allotments:** Tenants plots were predominantly well maintained. There were a number of our long standing older tenants who had issues with their health. Understandably some plots were handed back for reallocation. Some were in need of work to bring them back to being in a suitable state.

Dr. Nigel Northcote kindly agreed to officiate as our judge for the Clerk's Cup which is awarded to the holder of the best kept plot with crops grown to a high standard, with a healthy soil and also aesthetic appeal. The worthy winner in 2016 was Mr. Peter Hulcup, challenged by a number of other well-tended tenants' plots.

**Events:** The Elder Stubbs Festival and Vegetable Show in August was again well attended in 2016 considering that the weather was unfavourable for the start. It provided an excellent opportunity for Restore to promote the work it does with people recovering from mental illness and also raise some useful additional funds.

The tenants open meeting in September had a guest speaker, Mr. David Mead, who gave a very well received talk about bee keeping. There was also an opportunity for tenants to raise any issues with Elder Stubbs trustees.



**Supported charities and community groups:** Both Restore and Steppin' Stones have managed to keep their growing areas to a reasonably well maintained standard considering that both had to contend with key changes to their members of staff.

The Cherwell Project which had been a long-standing community group supporting their members who were older people recovering from mental illness. They lost a key staff member who retired and did not have another member of staff who could enable it to continue.

It was an excellent outcome that the plot and large shed has been handed on to a new project "Mary's Garden" which gave the opportunity for Nursery School children to attend on a regular basis from the local school.

**Environmental:** The numerous habitat areas provided a welcome resource throughout the 2016 season. The orchard areas benefitted from Winter pruning and cropped well. The wildflower meadow generated a colourful spectacle in Spring with numerous Snakeshead Fritillaries. Trees and hedges made a good home for the many and varied birds that share our allotment space enhancing the allotments with their presence and song as well as helping to keep the bugs in check.

Our grateful thanks are due for the commitment and support of our team of volunteers who have helped to make Elder Stubbs such a welcoming green resource.

Phil Creme (Estate Manager)



# Independent Examiner's Report on the Accounts

## Section A Independent Examiner's Report

Report to the trustees/members of

Charity Name

ELOEA STUBBS CHARITY

On accounts for the year ended

311216

Charity no (if any)

202497

Set out on pages

1

(remember to include the page numbers of additional sheets)

### Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention.

### Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

### Independent examiner's statement

In connection with my examination, no matter has come to my attention (other than that disclosed below\*):

(1) which gives me reasonable cause to believe that in, any material respect, the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act;
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or

(2) to which, in my opinion, attention should be drawn 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

*Alan Frederick Martin*

Date

30 Jan 2017

Name

ALAN FREDERICK MARTIN

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

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