

Alexandra Park Greenhouse Group

Registered Charity, number 1177523

Annual Report and Financial Statements

for the Year ended

31 March 2023

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**Hastings Voluntary Action
Jackson Hall
Portland Place
Hastings
East Sussex
TN34 1QN**

Alexandra Greenhouse Group
Trustee's annual report
for the year ended 31 March 2023

Name of charity: Alexandra Park Greenhouse Group

Other Names by which the charity is known: APGG

Legal Status Charitable Incorporated Organisation (Foundation Model)

Registered Charity numt 1177523

Principal Address 45 St Helens Road, Hastings, TN34 2EL

Trustees: Linda Pearson - Chair
Ann Hodkinson - Treasurer
Charlotte Ramage - Secretary
Sue Kirby (Appointed 02.08.2022)
Adrian Penfold

Bankers: NatWest, Hastings

Independent Examiner: Laura Dawson, Finance Manager Hastings Voluntary Action,
HVA, Jackson Hall, Portland Place, Hastings, TN34 1QN

Governance and Management

The Charity is operated under the rules of its constitution registered with the Charity Commission on 13th March 2018. The charity's principal activity during the year continued to be the maintenance and upkeep of the Alexandra Park Greenhouse

The methods adopted for the recruitment and appointment of new trustees are as laid down in the constitution. Trustees are elected on a 3 year rotational basis. Retiring trustees are eligible for re-election. All trustees give their time freely and no trustee remuneration was paid during the year

Public Benefit

In writing their trustee report, the trustees of Alexandra Park Greenhouse Group have given due regard to the guidance of the charity commission on public benefit

The Objectives of the CIO

To provide facilities for recreation or leisure time occupation by providing an area for use as a community garden and other activities for individuals residing in Hastings and the surrounding area, who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the condition of life of said inhabitants. To advance education for public benefit in particular opportunities for learning about horticulture.

Annual Report April 2022 - March 2023

Chair's Review April 1st 2022 - March 31st 2023

An Exciting but Frustrating year.

The Major part of the restoration went smoothly then stalled due to labour delay waiting for materials and problem solving for this very special building. Our original plans were to install a zinc roof in the first 10m, this proved unviable so we had to rethink and glaze the total roof. Weather conditions proved challenging, too hot too wet too dry. We kept calm, continued to tend to the plants, safeguard the site and plan for the future, the ups outnumbered the downs.

Fergus Garret, head gardener and chief executive of Great Dixter accepted our invitation to be our patron, this is such a bonus and this is his endorsement:-

This is a terrific project right in the heart of Hastings and will be a great resource for bringing people together. Both young and old. Education across the board is at the heart of this project and I fully support it.

Fergus visited the GH on a couple of occasions and gave us some very valuable advice which we are now following. It is very special to have one of the most prestigious gardeners in the country living so close and to be able to call on him when a new horticultural question pops up. A visit to Great Dixter is so inspirational.

We also visited West Dean where Tom Brown head gardener gave us valuable experience on running a greenhouse (quite tricky) pest infection, water, heat levels to name but three.

Ray Bates of Rotherview Nurseries also gives us advice not only on plant care but on running a commercial business. We are marketing the greenhouse as a charity shop for plants.

We are delighted that two volunteers who had been working with us so successfully agreed to join the board of Trustees. Tim Chapple who as project manager worked closely with Jason Wright the master joiner spearheading the restoration and Sue Kirby who ran our successful crowdfunding campaign. She has brought a great deal of knowledge on running a charity. Her practical skills are also impressive. What a find.

Due to the delays in the restoration and mindful of the health and safety issues, volunteer work on site was somewhat curtailed. We did have a stall for the May Queen crowning in the park but visitors to the greenhouse was not encouraged. Overhead glass being fitted is a major health and safety challenge.

We were however, able to work with Chart-Greener Futures who helped us with some site maintenance and working together on improving the round bed in the park which we maintain. Hopefully we can do this again next year now we have made the contact.

We now have produced professional volunteer packs, and have updated our health and safety, safe guarding and data protection thanks to Charlot Ramage who heads up this area as a trustee and secretary. Consequently we now feel more confident working with our established volunteers and those newly joined.

Establishing a Greenhouse Committee has been an excellent move. This committee now meets monthly at the Greenhouse to share their progress and challenges, the roles are - Site Management - Media and Communications - Horticultural Sales - Horticultural Development - Volunteer Engagement - Partnership opportunities and 3 year planning.

We Delayed Seeking an Events Manager, a vital role that will make the greenhouse a vibrant horticultural venue until we are confident that the greenhouse is ready to use.

We go forward into the next financial year confident that the greenhouse will be restored and our dream will be realised.

Annual Report April 2022 - March 2023

Financial Review

Year End Accounts for March 2022 have been posted on the Charity Commission Website.

The majority of the greenhouse restoration work is completed at a cost of £78,110.94 to date. Snagging works will be followed up with our builder Jason Wright and our Project Manager Tim Chapple. In the coming year we will be looking at various heating and shading options, also additional electrical and water requirements. Our total plant sales for the year amounted to £4,063.77 - Fundraising is ongoing.

During the year the charity received £11,263.77 (2022 £18,858) in Plant Sales & Donations, and spent £64,711.22 (2022 £33,982). The group goes forward into a new financial year with a surplus of £48,171.98 (2022 £101,619).

Accounting and reporting responsibilities

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (UK generally accepted accounting practice).

The law applicable to charities in England and Wales requires trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and apply them consistently
- Observe the methods and principles in the Charities SORP
- Make judgements and estimates that are reasonable and prudent
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation

The charity has no specific policy on reserves but will be formulating one in the coming year to accommodate their need to raise funds for the restoration of the greenhouse.

Signed on behalf of the charity's trustees:

Signed 
Linda Pearson, Chair

Date 6/11/2023

Signed 
Ann Hodkinson, Treasurer

Date 23/11/2023

Independent Examiner's Report to the Committee of Alexandra Park Greenhouse Group

I report on the accounts of Alexandra Park Greenhouse Group for the twelve month period ended 31 March 2023 which are set out in this document.

Respective responsibilities of committee & 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 the 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 report

02-Mar

My examination was carried out in accordance with the 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 supporting documentation 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:

- 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 to comply with the accounting requirements of the Acthave 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.



Laura Dawson

Finance Manager

Hastings Voluntary Action

Jackson Hall, Portland Place, Hastings, TN34 1QN

24/11/2023

Alexandra Park Greenhouse Group
Registered Charity Number 1177523

Alexandra Park Greenhouse Group
Receipts & Payments accounts
for the period
1 April 2022 to 31 March 2023

| Prior Year 2022 | | Notes | Current Year | | Total funds |
|--------------------|------------------------|--------|------------------|--------------------|------------------|
| | | | Restricted funds | Unrestricted funds | |
| 10,519 | Receipts | | | | |
| - | Grants & Donations | | - | 7,200.00 | 7,200.00 |
| 8,339 | Ticket Sales | | - | - | - |
| | Plant Sales & Events | | - | 4,063.77 | 4,063.77 |
| | Miscellaneous | | - | - | - |
| <u>18,858</u> | | | | <u>11,263.77</u> | <u>11,263.77</u> |
| | Expenditure | | | | |
| 20,772 | Greenhouse Restoration | | - | 62,458.96 | 62,458.96 |
| 267 | Misc Expenses | | - | 313.31 | 313.31 |
| 245 | Printing & Marketing | | - | 54.98 | 54.98 |
| - | Electricity | | - | 131.48 | 131.48 |
| 337 | Equipment | | - | 112.80 | 112.80 |
| 115 | Room Hire & Events | | - | 42.00 | 42.00 |
| 168 | Legal Fees | | - | - | - |
| 1,015 | Insurance | | - | 735.46 | 735.46 |
| - | Junction 44 | | - | 212.79 | 212.79 |
| 43 | Water Rates | | - | 134.44 | 134.44 |
| 20 | Bank Charges | | - | - | - |
| - | HVA | | - | 515.00 | 515.00 |
| <u>22,982</u> | TOTAL PAYMENTS | | | <u>64,711.22</u> | <u>64,711.22</u> |
| - 4,124 | Net surplus (deficit) | | 0.00 | -53,447.45 | -53,447.45 |
| | Movement in funds | | - | - | - |
| 105,744 | Fund balances b/f | 1/4/22 | - | 101,619.43 | 101,619.43 |
| <u>101,619</u> | | | | <u>48,171.98</u> | <u>48,171.98</u> |

Alexandra Park Greenhouse Group
Statement of Assets & Liabilities
as at
31 March 2023

| 2022 | | | | 2023 |
|----------------|-----------------------|---|----------|------------------|
| | Current assets | | | |
| 1,156 | Current Account | @ | 31/03/23 | 2,483.94 |
| 100,463 | Savings Account | @ | 31/03/23 | 45,688.04 |
| - | Cash in hand | @ | 31/03/23 | - |
| <u>101,619</u> | | | | <u>48,171.98</u> |

less Current liabilities

| | | |
|----------------|------------------------|------------------|
| <u>101,619</u> | | <u>-</u> |
| | Represented by: | |
| 105,744 | ACCUMULATED FUND b/f | 101,619.43 |
| - 4,124 | Net Receipts | -53,447.45 |
| <u>101,619</u> | | <u>48,171.98</u> |

Charity Law requires the Trustees to prepare financial statements for each financial year which comply with the regulations set out in the Charities Act 1993. The trustees have elected to take advantage of the provisions that apply to small charities and have prepared a Receipts and Payments account and Statement of Assets and Liabilities.

Alexandra Park Greenhouse Group
Notes to the accounts
for the year ended 31st March 2023

1 Receipts & Payments Accounts

Receipts and payments accounts are statements that summarise the movement of cash into and out of the charity during the financial year. In this context "cash" includes cash equivalents, for example, bank accounts where cash can be readily withdrawn to pay for debts as they become due.

2 Premises & Staff

The premises belong to Hastings Borough Council, but the group has been granted a long term lease to enable them to raise funds for the restoration project.
The charity employs no staff

3 Trustees' remuneration

During the accounting period, trustees received no expenses. Remuneration or benefits

4 Related Party Transactions

During the accounting period there were no related party transactions

6 Glossary of Terms

Restricted Funds: These are funds given to the charity, subject to specific restrictions set by the donor, but still within the general objects of the charity.