

**Alexandra Park Greenhouse Group**

**Registered Charity, number 1177523**

**Annual Report and Financial Statements**

**for the Year ended**

**31 March 2024**



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

Alexandra Park Greenhouse Group  
Registered Charity Number 1177523

**Alexandra Greenhouse Group  
Trustee's annual report  
for the year ended 31 March 2024**

**Name of charity:** Alexandra Park Greenhouse Group

**Other Names by which the charity is known:** APGG, Alexandra Park Greenhouse, Alexandra Park Community Greenhouse

**Legal Status** Charitable Incorporated Organisation (Foundation Model)

**Registered Charity numt** 1177523

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

**Postal Address:** C/o Hastings Voluntary Action, Jackson Hall, Portland Place, Hastings TN34 1QN

**Trustees:** Linda Pearson - Chair  
Ann Hodkinson - Treasurer (Resigned 13February 2024)  
Charlotte Ramage - Secretary  
Sue Kirby  
Adrian Penfold (Resigned 6July 2024)  
Timothy Chapple  
Jane Seaton - Treasurer (Appointed 13 february 2024)

**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 restoration, 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.

Chair's Review April 1st 2023 - March 31st 2024

## *Let's Grow Together*

...a key message for this financial year.

Our increasing volunteer team has developed into a dedicated vibrant group of decision makers.

The community has been so generous with vital donations of plants seeds and gardening equipment. With these we are firmly on track to self-finance the running of the building.

Our programme of events, talks and community use has brought a wide variety of visitors to the greenhouse.

### **Restoration progress**

Weather permitting, Jason Wright who has led the restoration was on site for finishing touches to the frame and glazing. Issues involving extremely wet weather delayed the final areas of glazing to be completed which although frustrating did not hamper opening the greenhouse for gardening sessions and plant sales.

In addition to work on the greenhouse itself, brickwork has been repaired to the long border wall so a new planting could be designed and carried out. The selected perennials will increase stock for additional planting areas on the greenhouse site and will be donated to the park in the beds we manage. The old teak glazing bars have been used to make a wooden sculpture which is now adds additional interest to this border. Funding from Tesco enabled us to repair and resurface the outside walkway where additional plants are sold and displayed. We now feel assured that this provides a safe, trip free pathway which is suitable for wheelchair access, and for volunteers tending the cold frame growing space.

### **Management**

A Greenhouse Committee has been formed reporting to the Trustees. They have responsibility for the maintenance of the building, volunteer and community engagement, horticultural development, publicity and events planning. Publicity has benefited by improved use of social media and an updated website.

### **Events, Talks and Community Use**

#### **April**

Fairlight Gardening Group visit  
Children's Easter Hunt

Busy Bees preschool children's group using the greenhouse for a morning sing-a-long  
East Coast College Assisted Education started a horticultural course running each Monday during term time  
Organic Gardening talk with James Mellor

#### **May**

Two day art course proved that the greenhouse is a very successful perfect place to paint.  
Busy Bees singing session continued.

#### **June**

Participated in Hastings Garden Festival.

#### **July**

Cactus Day special event promoting our wonderful collection of cactus and succulents.

#### **August**

Coastal Currents Exhibition of photography with a greenhouse theme.  
Visit to Petworth to view greenhouse shading options: the greenhouse is very hot and we must resolve this.

#### **September**

Crowhurst Gardening Club visit.  
Heritage Open Day featuring new permanent display boards on the history and the development of Hastings as a sea-side resort and the role the greenhouse played in the seafront planting displays.

Funding for presentation boards was provided by The Sussex Garden Trust for which we are most grateful.

#### **October and November**

Restoration and plant sales continued.

#### **December**

Volunteer Christmas Lunch was held at Pissaros. Big thank-you for all the effort and skill provided by our wonderful volunteers and supporters.

#### **January, February and March**

Three well-attended talks at Hastings Museum kept engagement with the community during the winter months. Fergus Garrett - *The Silk Route*, Travis Elborough- *A Walk in the Park*, Rhod Jones- *Walled Gardens and Glasshouses*

Annual Report April 2023 - March 2024

### Future plans

Future plans are to develop horticultural training and to provide opportunities for the community to increase and share their gardening and related skills in this historic growing space. We now wish to share this restored and centrally located growing space with other like-minded groups and charities and are undertaking work to the greenhouse and surrounding land to support this.

The Greenhouse Committee is now planning for the coming year, with budgets set for horticulture, maintenance, running costs, etc.

We embark on a new financial year with an enthusiastic commitment to explore the opportunities the greenhouse can offer the Hastings community and Hastings Borough Council's extensive parks and gardens

### Financial Review

In the year to 31 March 2024, the Charity received total income of £17,841 and spent £19,584. (2023 £11,264 and £64,711).

Full details of receipts and payments are given in the financial statements on page 5.

The Greenhouse restoration works have continued during the year, with a total of £115,002 having been spent since the formation of the Charity. Snagging works are continuing.

Plans to complete the restoration and further develop the site are reflected in the decision of the Trustees to designate a total of £47,885 for these works.

Grants totalling £4,232 were received in the year for restricted purposes and £1,262 of this total remained unspent at the year end.

The Charity goes forward into a new financial year with total reserves (held as cash balances) of £46,429 (2023 £48,172).

The Charity's general reserves at 31 March 2024 were £7438 which is equivalent to 12 months forecast unrestricted expenditure

### Reserves Policy

The charity is due to adopt a reserves policy in August 2024 which has been applied in the financial statements for the year ended 31 March 2024.

The Charity's policy is to hold sufficient general reserves i.e. unrestricted reserves which have not been designated for particular purposes to cover one year's expenditure in addition to any anticipated deficits, and to cover foreseeable short term repair and maintenance costs of the Greenhouse and its operating equipment.

The Charity's target forecast general reserves should be between 50% and 200% of this level.

The Trustees have discretion to designate any part of the Charity's unrestricted funds at any time: such designation should be supported by annual or project budgets.

Grants and donations given for specific purposes within the charitable objects of the Charity will be credited to restricted funds and only used for those purposes.

The reserves of the Charity at 31 March 2024 and 2023 are shown in the financial statements on page 5.

### 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 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.

Accounting standards, which are primarily concerned with the presentation of a true and fair view, do not apply to receipts and payments accounts which are statements summarising 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 debts as they become due.

Signed on behalf of the charity's trustees:

Signed   
Linda Pearson, Chair

Date 13 August 2024

Signed   
Jane Seaton, Treasurer

Date 13 August 2024

**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 2024 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

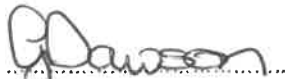
**Basis of independent examiner's report**

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

Date 14.05.2024

Alexandra Park Greenhouse Group  
Registered Charity Number 1177523

**Alexandra Park Greenhouse Group**  
**Receipts & Payments accounts**  
for the period  
**1 April 2023 to 31 March 2024**

Prior Year 2023		Notes	Current Year			Total funds
			Restricted funds	Designated Funds	Unrestricted funds	
-	<b>Receipts</b>					
-	Grants		4,232	-	-	4,232
7,200	Donations		-	-	2,327	2,327
-	Event Ticket Sales		-	-	1,417	1,417
4,064	Plant Sales		-	-	9,865	9,865
11,264			4,232	-	13,609	17,841
	<b>Expenditure</b>					
62,459	Greenhouse Restoration		2,970	10,156	-	13,126
849	Equipment & Maintenance		-	-	1,079	1,079
-	Horticulture		-	-	1,659	1,659
267	Marketing & Social Media		-	-	939	939
-	Insurance		-	-	1,004	1,004
42	Event costs		-	-	411	411
131	Electricity		-	-	173	173
134	Water Rates		-	-	163	163
515	Administration		-	-	115	115
-	Hospitality		-	-	622	622
314	Miscellaneous		-	-	295	295
64,711	<b>TOTAL PAYMENTS</b>		2,970	10,156	6,458	19,584
(53,447)	Net surplus (deficit)		1,262	(10,156)	7,151	(1,743)
	Movement in funds		-	47,885	(47,885)	-
101,619	Fund balances b/f	1/4/23	-	-	48,172	48,172
48,172			1,262	37,729	7,438	46,429

**Alexandra Park Greenhouse Group**  
**Statement of Assets & Liabilities**  
**as at**  
**31 March 2024**

Proir Year 2023			2024	Note
	<b>Current assets</b>			
2,484	Current Account	@ 31/03/24	7,153	5
45,688	No 2 Account	@ 31/03/24	38,991	5
-	Cash in hand	@ 31/03/24	180	
<u>48,172</u>			<u>46,324</u>	
	Income not yet received			
	Sum up Payment		131	
			<u>46,455</u>	
	<b>less Current liabilities</b>			
	Items not yet gone through the bank			
	Payments of Expenses & to Suppliers		26	
			<u>48,172</u>	
			<u>46,429</u>	
	Represented by:			
101,619	ACCUMULATED FUND b/f		48,172	
(53,447)	Net Receipts		(1,743)	
<u>48,172</u>			<u>46,429</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 trustess 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 2024**

**1 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

**2 Trustees' remuneration**

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

**3 Related Party Transactions**

During the accounting period there were no related party transactions

**4 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.

- 5** A transfer was made on 31 March 2024 between the bank accounts so that the No.2 Account now holds restricted and designated funds only.  
Transfer was for £3,871.29