

REGISTERED CHARITY NUMBER SCI048951

**Kirklee Road Community Allotments
Association**

**Trustees Annual Report and Accounts for Year
Ending 31st December 2022**

CONTENTS

Trustees Annual Report	Pages 2 to 6
Independent Examination	Page 7
Receipts and Payments accounts and Statement of balances	Page 8
Notes to Accounts	Pages 9 to 11

KIRKLEE ROAD COMMUNITY ALLOTMENTS ASSOCIATION TRUSTEE ANNUAL REPORT FOR YEAR ENDED 31ST DECEMBER 2022

GOVERNANCE

Kirklee Road Community Allotments Association is a Scottish Charitable Incorporated Organisation (SCIO) (Charity No. SC048951) governed by its constitution.

MEMBERSHIP AND MANAGEMENT

The charity is governed by a Board of Trustees who are responsible for overseeing its activities, ensuring compliance with its governing document and managing its finances. Trustees are appointed in accordance with the charity's constitution and meet regularly to make decisions in the best interests of the charity.

The maximum number of charity trustees is 12

No more than 2 shall be charity trustees who are co-opted under the provisions of the constitution.

The minimum number of charity trustees 3

Membership is open to individuals aged 18 or over who support the charity's aims and objectives and is managed in accordance with the provisions of the charity's constitution, specifically Clauses 11 to 25. Trustees are appointed by the Board in accordance with the constitution. The charity also benefits from the support of volunteers who assist in delivering its activities and services.

RISK MANAGEMENT

The trustees have considered the major risks to which the charity is exposed and have reviewed these regularly. Appropriate systems and procedures are in place to manage and mitigate identified risks, particularly in relation to financial controls, governance, and operational activities. The trustees are satisfied that the charity has adequate controls in place to reduce exposure to significant risks.

CURRENT TRUSTEES

- Norman Ross – Secretary
- John McMillan – Treasurer
- Craig Forrester – Trustee
- Alex Gordon – Trustee
- John Murray – Trustee

ADDRESS

8 Angus Gardens
Uddingston
G71 6EN

KIRKLEE ROAD COMMUNITY ALLOTMENTS ASSOCIATION TRUSTEE ANNUAL REPORT FOR YEAR ENDED 31ST DECEMBER 2022

CONTACT DETAILS

kirkleeroadallotments@gmail.com

Website

www.kirkleeallotments.co.uk

CHARITABLE PURPOSES

The organisation 's purposes are:

For the benefit of the inhabitants of Bellshill and surrounding areas to provide, or assist in the provision of, facilities in the interests of social welfare for recreation and other leisure time occupation generally; but specifically, to provide or assist in the provision of allotments with the objects of improving the conditions of life for the said inhabitants generally.

To advance environmental protection and improvement, and to promote citizenship and community development by providing the local community access to allotments so that they have the opportunity to be involved in a totally inclusive and accessible activity that will have positive outcomes for the individual and the community.

RESERVES POLICY

The charity's reserves policy is to maintain an appropriate level of unrestricted funds to support the ongoing operation of the charity and to manage any unforeseen financial commitments. **The trustees consider that a reserve level of £1,000** is appropriate, as the charity does not employ staff, own any premises, or have significant ongoing financial liabilities. The trustees will continue to review the level of reserves regularly and consider future projects and activities identified through consultation with the local community, subject to the availability of appropriate funding.

At 31 December 2022, the charity held **unrestricted reserves of £2,331**, which was above the target reserve level set by the trustees.

Closing Balance (31.12.2022)	Unrestricted £	Total Funds £
Bank Account	2,198	2,198
Cash Account	133	133
Total (31.12.2022)	2,331	2,331

KIRKLEE ROAD COMMUNITY ALLOTMENTS ASSOCIATION TRUSTEE ANNUAL REPORT FOR YEAR ENDED 31ST DECEMBER 2022

CURRENT YEAR ACTIVITIES

As we got back to normality following the Covid-19 pandemic and associated lockdowns, members were once again able to enjoy many of the social aspects of allotment gardening that had been restricted during previous years. Informal discussions, exchange of gardening knowledge and community interaction gradually returned as confidence improved and restrictions were lifted. The trustees welcomed the opportunity to rebuild community engagement and strengthen relationships across the allotment site following a prolonged period of disruption.

All twenty-one allotment plots remained occupied and actively cultivated throughout the reporting period. Demand for allotment spaces remained high and the Association continued to maintain a waiting list of local residents interested in obtaining a plot. The trustees continued to oversee allocations through a fair and transparent process designed to ensure that available growing space was used effectively and in accordance with the Association's charitable aims.

The continued demand for plots reinforced the value placed upon the allotment site by the local community. The six raised-bed growing spaces remained available and were maintained throughout the reporting period. As community organisations resumed more normal activities following the pandemic, the prospects for future engagement with schools, care settings and local community groups improved.

The Association remained committed to ensuring that opportunities for participation remained accessible to the widest possible section of the community.

PLANS FOR FUTURE PERIODS

The trustees will continue to develop and improve the Association for the benefit of its members and the wider community. Priorities for the coming year include:

- Maintaining and enhancing the allotment site and associated facilities.
- Supporting community participation in allotment gardening and food growing.
- Encouraging volunteering and wider community engagement.
- Continuing to operate a fair, transparent and equitable membership and plot allocation process.
- Promoting environmental sustainability, biodiversity and healthy lifestyles.
- Strengthening governance, financial management and administrative procedures.
- Developing partnerships with local organisations, community groups and funding bodies.
- Ensuring the long-term sustainability of the Association and its charitable activities.

KIRKLEE ROAD COMMUNITY ALLOTMENTS ASSOCIATION TRUSTEE ANNUAL REPORT FOR YEAR ENDED 31ST DECEMBER 2022

FINANCIAL REVIEW

The charity's financial position remained stable during the year ended 31 December 2022. Total income for the year was **£1,502, from charitable activities**. Expenditure on charitable activities amounted to **£2,060**, resulting in a **deficit of (£558)** for the year. At the year end, the charity held total funds of **£2,331**, compared with **£2,889** at 31 December 2021.

The trustees are satisfied that available reserves provide a reasonable level of financial stability and will be used to meet future operating costs and support the continued delivery of the charity's charitable purposes.

The trustees named in this report all served during the year. The Trustees' Annual Report was approved by the Board of Trustees on 18 Sep 2026 (UTC) and signed on its behalf by:

Signed: 

Name: •John McMillan

Treasurer

Date 18 Sep 2026 (UTC)

INDEPENDENT EXAMINER'S REPORT FOR KIRKLEE ROAD COMMUNITY ALLOTMENTS ASSOCIATION FOR YEAR ENDING 31ST DECEMBER 2022

(Independent Report on the Accounts)

I report on the accounts of the charity for the year to **31st December 2022**, which are set out on the pages of this report.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the Charities Accounts (Scotland) Regulations 2006 does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S STATEMENT

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. 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 the seeking of explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the view given by the accounts.

INDEPENDENT EXAMINER'S STATEMENT

In the course of 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 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
 - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulationshave 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.

Signed:  Lisa Scott

Lisa Scott

Professional Qualification : MAAT AATQB

Address: Voluntary Action North Lanarkshire

Dalziel Building
7 Scott Street
Motherwell
ML1 1PN

Date: 18 Sep 2026 (UTC)

KIRKLEE ROAD COMMUNITY ALLOTMENTS ASSOCIATION RECEIPTS AND PAYMENTS ACCOUNTS AND STATEMENT OF BALANCES AS AT 31ST DECEMBER 2022

RECEIPTS AND PAYMENTS ACCOUNTS AS AT 31ST DECEMBER 2022

			(31.12.22)	(31.12.21)
Receipts	Notes	Unrestricted £	Total Funds £	Total Funds £
Income from Charitable Activities	(4).	1,502	1,502	1,893
Total Receipts		1,502	1,502	1,893
Payments				
Charitable Activities	(5).	2,060	2,060	2,139
Total Payments		2,060	2,060	2,139
Surplus/(Deficit) for Year		(558)	(558)	(246)

STATEMENT OF BALANCES AT 31ST DECEMBER 2022

		(31.12.22)	(31.12.21)
Funds Reconciliation	Unrestricted £	Total Funds £	Total Funds £
Opening Balance(01.01.2022)	2,889	2,889	3,135
Surplus/(Deficit) for the year	(558)	(558)	(246)
Balance CF (31.12.2022)	2,331	2,331	2,889
Closing Balance (31.12.2022)	Unrestricted £	Total Funds £	Total Funds £
Bank Account	2,198	2,198	2,759
Cash Account	133	133	130
Total CF (31.12.2022)	2,331	2,331	2,889

The trustees named in the Trustee Annual Report all served during the year. The Accounts was approved by the Board of Trustees on _____ and signed on its behalf by:

Signed:  John McMillan
John McMillan

Treasurer

Date: 18 Sep 2026 (UTC)

KIRKLEE ROAD COMMUNITY ALLOTMENTS ASSOCIATION

NOTES TO ACCOUNTS

1. BASIS OF PREPARATION

These Receipts and Payments Accounts have been prepared on the receipts and payments basis in accordance with the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

The accounts summarise all monies actually received and paid during the financial year and do not include non-cash items such as depreciation, accrued income or liabilities.

2. NATURE AND PURPOSE OF FUNDS

Unrestricted Funds

Unrestricted funds are available for use at the discretion of the charity trustees in furtherance of the charity's objectives.

Restricted Funds

Restricted funds are subject to specific conditions imposed by donors or grant providers and may only be used for the purposes specified.

3. RELATED PARTY TRANSACTIONS

The charity had no related party transaction during the financial year requiring disclosure.

No remuneration, profit, or other personal benefit was received by the trustee.

No charity trustee received any remuneration from the charity during the year.

4 INCOME FROM CHARITABLE

	2022		2021
	Unrestricted £	Total Funds £	Total Funds £
Income from Charitable Activities			
Plot Fee	1,502	1,502	1,893
Produce sales	-	-	-
Total	1,502	1,502	1,893

KIRKLEE ROAD COMMUNITY ALLOTMENTS ASSOCIATION

5 CHARITABLE PAYMENTS

	Unrestricted £	Total Funds £	Total Funds £
Lease Payment	1,200	1,200	-
Waste Removal	-	-	-
Water Charges	115	115	1,668-
Fuel	90	90	60
Postage	7	7	14
Compost ect	-	-	71
Equipment	367	367	38
Insurance	261	261	259
Other	20	20	30
Total	2,060	2,060	2,139

6.ASSETS HELD

At 31 December 2022, the charity held a polytunnel and gardening equipment that were transferred to Kirklee Road Community Allotments Association SCIO as part of the formal transfer of assets from the former Kirklee Voluntary Group following its dissolution.

The charity does not own any land, buildings, vehicles, investments or other significant assets.

8 LEASE

The allotment lease commenced on 2019 and will end on 31 August 2025.

Lease End 31 August 2025

Annual lease amount: £300.00

The Charity paid £1,200 in lease payments which covered 4 years from (01.09.19 to 31.08.22)

9 ACCRUALS

Lease payments for Sept-Dec £125.00

10. OTHER

The charity accounts have referred to the establishment of a bank account in the name of Kirklee Road Community Allotments Association since at least the 2019 accounts. The 2019 accounts stated that the trustees were in the process of establishing a bank account in the charity's name, after which all banking transactions would be conducted through the charity's own account.

KIRKLEE ROAD COMMUNITY ALLOTMENTS ASSOCIATION

10. OTHER... Continued

The same position appears to remain relevant in the 2022 accounts, as the trustees are currently attempting to establish a bank account in the name of the charity. It is understood that the trustees had originally believed that the charity could operate using the existing bank account of the voluntary group. This appears to have resulted in the charity not having its own dedicated bank account during the period in question.