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REGISTERED CHARITY NUMBER SCI048951

Kirklee Road Community Allotments Association

Trustees Annual Report and Accounts for Year Ending 31st December 2023

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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

cb555ea9-e51e-4ffa-8b9b-f1b98a532e40

KIRKLEE ROAD COMMUNITY ALLOTMENTS ASSOCIATION TRUSTEE ANNUAL REPORT FOR YEAR ENDED 31ST DECEMBER 2023

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

• Chris Vickers	Chairperson	Appointed 2023- Resigned 2025
• Kevin McAteer	Chairperson	Appointed 2025
• John McMillan	Treasurer	
• Craig Forrester	Trustee	Resigned 2023
• Alex Gordon	Trustee	
• John Murray	Trustee	

ADDRESS

8 Angus Gardens
Uddingston
G71 6EN

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KIRKLEE ROAD COMMUNITY ALLOTMENTS ASSOCIATION TRUSTEE ANNUAL REPORT FOR YEAR ENDED 31ST DECEMBER 2023

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 2023, the charity held **unrestricted reserves of £2,482**, which was above the target reserve level set by the trustees.

Closing Balance (31.01.2023)	**Unrestricted £**	**Total Funds £**
Bank Account	2,453	2,453
Cash Account	29	29
Total (31.12.2023)	**2,482**	**2,482**

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KIRKLEE ROAD COMMUNITY ALLOTMENTS ASSOCIATION TRUSTEE ANNUAL REPORT FOR YEAR ENDED 31ST DECEMBER 2023

CURRENT YEAR ACTIVITIES

All 21 full allotment plots, 28 polytunnel spaces & 12 raised beds 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. 3 full plot members vacated their plots and 3 new members joined. The full plots were allocated to those on the waiting list in order.

The trustees/committee 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 two community polytunnels continued to be fully utilised throughout the year and remained an important part of the allotment infrastructure. The facilities extended the growing season, improved growing conditions and enabled members to cultivate a wider range of crops than would otherwise have been possible. The trustees considered the continued success of the polytunnels to be an important factor in supporting productivity, sustainability and member participation. Planning was carried out on the development of 9 mini plots which would allow more members to join the Association.

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.

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KIRKLEE ROAD COMMUNITY ALLOTMENTS ASSOCIATION TRUSTEE ANNUAL REPORT FOR YEAR ENDED 31ST DECEMBER 2023

FINANCIAL REVIEW

The charity's financial position remained stable during the year ended 31 December 2023. Total income for the year was **£1,950**, **from charitable activities**. Expenditure on charitable activities amounted to **£1,799** resulting in a **surplus of £151** for the year. At the year end, the charity held total funds of **£2,482**, compared with **£2,331** at 31 December 2022.

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 29 Sep 2026 (UTC) and signed on its behalf by:

Signed: John McMillan
Yoti eSigned

Name: •John McMillan

Treasurer 29 Sep 2026 (UTC)

Date

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INDEPENDENT EXAMINER'S REPORT FOR KIRKLEE ROAD COMMUNITY ALLOTMENTS ASSOCIATION FOR YEAR ENDING 31ST DECEMBER 2023

(Independent Report on the Accounts)

I report on the accounts of the charity for the year to **31st December 2023**, 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 Regulations

   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.

Signed: Lisa Scott
Yoti eSigned

Lisa Scott

Professional Qualification : MAAT AATQB

Address: Voluntary Action North Lanarkshire

Dalziel Building
7 Scott Street
Motherwell
ML1 1PN

Date 29 Sep 2026 (UTC)

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KIRKLEE ROAD COMMUNITY ALLOTMENTS ASSOCIATION RECEIPTS AND PAYMENTS ACCOUNTS AND STATEMENT OF BALANCES AS AT 31ST DECEMBER 2023

Receipts	Unrestricted £	(31.12.23) Total Funds £	(31.12.22) Total Funds £
Donations	-	-	-
Income from Charitable Activities	1,950	1,950	1,502
Total Receipts	**1,950**	**1,950**	**1,502**
Payments			
Charitable Activities	1,799	1,799	2,060
Total Payments	**1,799**	**1,799**	**2,060**
Surplus/(Deficit) for Year	**151**	**151**	**(558)**

STATEMENT OF BALANCES AT 31ST DECEMBER 2023

Funds Reconciliation	Unrestricted £	(31.12.23) Total Funds £	(31.12.22) Total Funds £
Opening Balance(01.01.2022)	2,331	2,331	2,889
Surplus/(Deficit) for the year	151	151	(558)
Balance CF (31.12.2023)	**2,482**	**2,482**	**2,331**

Closing Balance (31.01.2023)	Unrestricted £	Total Funds £	Total Funds £
Bank Account	2,453	2,453	2,198
Cash Account	29	29	133
Total (31.12.2023)	**2,482**	**2,482**	**2,331**

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 Yoti eSigned

John McMillan

Treasurer

Date: 29 Sep 2026 (UTC)

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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

TRUSTEE PLOT FEES

During the year, trustees who were also allotment holders paid plot fees to the Association. The plot fees were charged at the same rate and on the same terms as those applicable to other allotment holders.

The total amount of plot fees received from trustees during the year was **£290**

There were no other transactions with trustees during the 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

		2023	2022
	Unrestricted £	Total Funds £	Total Funds £
Plot Fee	1,950	1,950	1,502
Produce sales	-	-	-
Total	**1,950**	**1,950**	**1,502**

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5 CHARITABLE PAYMENTS

	Unrestricted £	2023 Total Funds £	2022 Total Funds £
Site Maintenance	-	-	1,200
Water Charges	1,352	1,352	115
Fuel	115	115	90
Postage	4	4	7
Compost ect	34	34	-
Equipment	-	-	367
Insurance	263	263	261
Other	31	31	20
Total	**1,799**	**1,799**	**2,060**

6.ASSETS HELD

At 31 December 2023, 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 Association's allotment lease commenced in 2019 and expired on 31 August 2025.

A new 10-year lease was agreed for the period from 1 September 2023 to 31 August 2033. The new lease was signed in May 2025.

The annual lease charges are as follows:

- Lease charge up to 31 August 2023: £300 per annum
- Lease charge from 1 September 2023: £700 per annum

9. ACCRUALS

At the year end, the following lease payments were accrued:

- Lease payment for 4 months at £25 per month: £100
- Lease payment for 12 months at £700 per annum: £700

Total lease accrual: £800

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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.

Remains relevant in the 2023 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.