

FINANCIAL STATEMENTS

NATIONAL ALLOTMENT GARDENS TRUST

(A Company limited by guarantee and not having a share capital)

FINANCIAL STATEMENTS

FOR THE YEAR ENDED

30 June 2013

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COMPANIES HOUSE

Company No.
Charity No

5143446
1108147

**NATIONAL ALLOTMENT GARDENS TRUST (A company limited by guarantee
and not having a share capital)**

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2013

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**NATIONAL ALLOTMENT GARDENS TRUST (A company limited by guarantee
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FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2013

Legal and administrative details

Company registration number.	5143446
Charity registration number:	1108147
Registered office.	22A Main Road Gedling Nottingham NG4 3HP
Directors/Trustees	S I Fleetwood Dr M Canet T Matthews (appointed 28/11/12) P Gogerty (appointed 28/11/12)
Secretary	Dr M Canet
Accountants	Peter J Rockley F F A F F T A Accountant & Tax Advisor 22a Plains Road Mapperley Nottingham NG3 5LF
Bankers:	CAF Bank 25 Kings Hill Avenue Kings Hill WEST MALLING Kent ME19 4JQ Scottish Widows PO Box 12757 67 Morrison Street Edinburgh EH3 8YJ

NATIONAL ALLOTMENT GARDENS TRUST (A company limited by guarantee and not having a share capital)

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2013

Report of the trustees and directors

The trustees (all of whom are directors of the charity for the purposes of the Companies Act) present their report together with financial statements for the year ended 30 June 2013

Structure governance and management

Constitution

National Allotment Gardens Trust is a company limited by guarantee by its Memorandum and Articles of Association dated 21 January 2005. The charitable company was incorporated on 2 June 2004 and registered as a charity on 17 February 2005.

Organisation structure

There is a Board of Trustees, most of whom are directors of the company, who consider all significant expenditure and other requests at their meetings.

Trustees/directors

The present membership of the Board is set out on the flysheet. Except as otherwise noted, all trustees/directors served throughout the year. Trustees are invited to join the Board generally on the recommendation of existing trustees and do not serve a minimum or maximum period as trustees.

Risk Management

The Trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity, and are satisfied that systems are in place to mitigate the charity's exposure to major risks.

Training of trustees

There is no formal training programme for trustees. The trustees have wide experience and most have many years service as trustees.

Objectives and activities

Objectives

The objects of the charity are

to promote the benefit of the public without distinction of sex or of political, religious or other opinions by associating statutory authorities, voluntary organisations and the general public in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and other leisure time occupation (in particular facilities for allotment and recreational gardening) with the object of improving the conditions of life for those who have need of such facilities by reason of their youth, infirmity or disablement, poverty or social and economic circumstances

to advance the education of the public at large, in allotment and recreational gardening, protection and improvement of the natural environment through best environmental practices especially by encouraging reduction, re-use and recycling and related subjects and in the principles of self-discipline and good citizenship and through their leisure time activities so that they develop their physical, mental and spiritual capacities and grow to full maturity as individuals and members of society

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Achievements and performance

In 2013 the NAG Trust is developing its web site as an educational resource highlighting good practice and sharing good practice in allotment gardening, vegetable growing and community building

Also setting up workshops to train allotment association officers in skills relevant to their position

We are also looking for relevant commercial sponsors who will support our work promoting the many benefits of allotments allotment gardening and the heritage of allotments in the UK

Financial Review

There was a profit for the year amounting to £21,529 (2012 Profit £77,003)

Investment Policy

The Trustees consider that the charity has sufficient funds for them to be invested for the longer term

Reserves Policy

It is the policy of the trustees not to hold specific reserves The purpose of the unrestricted funds ('free reserves') is to provide all services as set out elsewhere in this report In general, the aim is to maintain liquid assets at a level equivalent to 5 years operating costs

Funding

The trustees are satisfied that the charity's assets are available and adequate to fulfil its obligations

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Trustees' responsibilities for the accounts

The trustees (all of whom are also directors of National Allotment Gardens Trust for the purposes of company law) are responsible for preparing the Trustee's Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice)

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure of the charitable company for that period. In preparing these financial statements the trustees are required to

Trustee's responsibilities for the accounts

- select suitable accounting policies and then apply them consistently
- 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 the going concern basis unless it is inappropriate to presume that the charitable company will continue in business

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company which enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Small company exemption

This report has been prepared in accordance with the provisions applicable to companies subject to small companies' regime.

BY ORDER OF THE BOARD



S I Fleetwood
Director

**NATIONAL ALLOTMENT GARDENS TRUST (A company limited by guarantee
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FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2013

Resources expended

All expenditure is accounted for on an accruals basis and has been listed under headings that aggregate all the costs related to that activity. Where costs cannot be directly attributed they have been allocated to activities on a basis consistent with the use of the resources.

Direct costs are allocated on an actual basis to the key strategic areas of activity. Overheads and other salaries are allocated between expense headings on the basis of time spent.

Governance costs are those incurred in connection with the management of National Allotment Gardens Trust assets, organisational administration and compliance with constitutional and statutory requirements.

Fund accounting

Restricted funds are to be used for specified purposes laid down by the donor. Expenditure for those purposes is charged to the fund, together with a fair allocation of overheads and support costs.

Unrestricted funds are donations and other incoming resources receivable or generated for expenditure on the general objectives of the charity.

Financial instruments: Disclosure and Presentation

As the company is limited by guarantee, and not by shares, all financial instruments are classified as financial liabilities.

NATIONAL ALLOTMENT GARDENS TRUST (A company limited by guarantee and not having a share capital)

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2013

Principal accounting policies

Basis of preparation

The financial statements have been prepared under the historical cost convention and comply with the Companies Act 1985. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities the (SORP) published in March 2005 and applicable accounting standards. Where appropriate comparative figures have been restated. They have been prepared under the historical cost convention.

The financial statements have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2007).

The principal accounting policies of the charitable company have remained unchanged from the previous year and are set out below.

Incoming resources

Donations and gifts

All monetary donations and gifts are included in full in the financial statements when receivable, provided there are no donor-imposed restrictions as to the timing of the related expenditure, in which case recognition is deferred until the pre-condition has been met.

Gifts-in-kind are accounted for at the trustees' estimated value to the charity or sale value as follows -

- assets received for distribution by the charity are recognised only when distributed
- assets received for re-sale are recognised, where practicable when receivable or otherwise when sold
- gifts of fixed assets for charity use or funds acquiring fixed assets for charity use are accounted for immediately on receipt

Cash collected is not recognised as income until it reaches a trustee of the charitable company.

Grants receivable

Revenue grants are credited as incoming resources when they are receivable provided conditions for receipt have been complied with, unless they relate to a specified future period, in which case they are deferred.

Investment income

Investment income, including associated income tax recoveries, is recognised when receivable.

**NATIONAL ALLOTMENT GARDENS TRUST (A company limited by guarantee
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FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2013

Resources expended

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Direct costs are allocated on an actual basis to the key strategic areas of activity. Overheads and other salaries are allocated between expense headings on the basis of time spent.

Governance costs are those incurred in connection with the management of National Allotment Gardens Trust assets, organisational administration and compliance with constitutional and statutory requirements.

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Restricted funds are to be used for specified purposes laid down by the donor. Expenditure for those purposes is charged to the fund, together with a fair allocation of overheads and support costs.

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**NATIONAL ALLOTMENT GARDENS TRUST (A company limited by guarantee
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FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2013

Statement of financial activities

	Note	Total funds 2013 £	Total funds 2012 £
Incoming resources			
<i>Incoming resources from generated funds</i>			
Voluntary income	1	22,882	80,115
Investment income	2	1,555	19
Total incoming resources		24,437	80,134
 Resources expended			
Charitable activities	3	1,427	1,685
Governance costs	4	1,481	1,446
Total resources expended		2,908	3,131
 Net incoming resources		21,529	77,003
 Fund balance brought forward at 1 July 2012	7	82,666	5,663
Fund balance carried forward at 30 June 2013	7	104,195	82,666

All incoming resources and resources expended relate to unrestricted funds

The accompanying accounting policies and notes form part of these financial statements.

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Balance Sheet

	Note	2013 £	2012 £
Current assets			
Equipment		1,475	
Cash at bank		<u>102,719</u>	<u>82,666</u>
		<u>104,195</u>	<u>82,666</u>
Net current assets		<u>104,195</u>	<u>82,666</u>
Reserves	7	<u>104,195</u>	<u>82,666</u>

For the year ended 30 June 2013 the company was entitled to exemption from audit under Section 477 of the Companies Act 2006. Members have not required the company to obtain an audit of its accounts for the year in question in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to small companies' regime.

The financial statements were approved by the Board of Directors on

9th October 2013



S I Fleetwood
Director

The accompanying accounting policies and notes form part of these financial statements.

**NATIONAL ALLOTMENT GARDENS TRUST (A company limited by guarantee
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FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2013

Notes to the financial statements

1 Voluntary income	2013	2012
	£	£
Donations	<u>22,882</u>	<u>80,115</u>
	<u>22,882</u>	<u>80,115</u>
2 Investment income	2013	2012
	£	£
Bank interest	<u>1,555</u>	<u>19</u>
3 Charitable activities	2013	2012
	£	£
Printing and stationery	151	187
Mileage and telephone expenses	1,276	1,446
Sundry expenses	-	52
	<u>1,427</u>	<u>1,685</u>
4 Operating Cost	2013	2012
	£	£
Accountancy & Professional Fees	<u>1,481</u>	<u>1,446</u>

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5 Payments to trustees/directors and connected persons

No trustee/director received any remuneration in the year, directly or indirectly, from the charitable company

Expense reimbursements made to trustees during this year related to day to day running costs of the charity

6 Tax status

The charity has received approval from H M Revenue and Customs regarding its tax exempt status

7 Unrestricted funds

	Total £
At 1 July 2012	82,666
Incoming resources	24,437
Resources expended	- 2,908
	<hr/>
At 30 June 2013	104,195
	<hr/> <hr/>

8 Share capital

The company is limited by guarantee. The members have agreed to contribute to the assets in the event of winding up to an amount not exceeding £1

9 Capital commitments

The company had no capital commitments at 30 June 2013 or 30 June 2012

10 Contingent liabilities

There were no contingent liabilities at 30 June 2013 or 30 June 2012

11 Controlling related parties

The directors are the company's controlling related party by virtue of their office

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Management information

The following pages do not form part of the statutory financial statements.

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Income and expenditure account	2013 £	2012 £
Income		
Donations	<u>22,882</u>	<u>80,115</u>
	22,882	80,115
Investment income		
Bank interest	1,555	19
	<u>24,437</u>	<u>80,134</u>
Less expenditure		
Administration costs		
Printing and stationery	151	187
Expenses, mileage, telephone etc	1,276	1,446
Accountancy & Professional Fees	1,481	1,446
Sundries	<u>52</u>	<u>52</u>
	2,908	3,131
Profit/Deficit for year	<u>21,529</u>	<u>77,003</u>