

Annual Return (AR30) form

Section 1 – About this form

An Annual Return must be completed by all societies registered under the Co-operative and Community Benefit Societies Act 2014 ('the Act') (including any societies previously registered under the Industrial and Provident Societies Act 1965) or the Co-operative and Community Benefit Societies Act (Northern Ireland) 1969 ('the Act') (including any societies previously registered under the Industrial and Provident Societies Act 1969). The Annual Return must include:

- this form;
- a set of the society's accounts; and
- where required, an audit report or report on the accounts.

A society must submit the Annual Return within 7 months of the end of the society's financial year. Failure to submit on time is a prosecutable offence.

Please note that this form, including any details provided on the form, will be made available to the public through the Mutuels Public Register <https://mutuals.fca.org.uk>.

For guidance on our registration function for societies under the Co-operative and Community Benefit Societies Act 2014, which includes guidance on the requirement to submit an Annual Return, please see here:

<https://www.fca.org.uk/publication/finalised-guidance/fg15-12.pdf>

MUTUAL SOCIETIES REGISTRATION
FINANCIAL CONDUCT AUTHORITY

22 JUL 2019

ACCEPTED AS A TRUE COPY

Section 2 – About this application

Society name	ASHBOURNE ROAD & DISTRICT ALLOTMENT ASSOCIATION LTD
Register number	IPO 6237R
Registered address	ASHBORNE ROAD & DISTRICT ALLOTMENT ASSOCIATION, MACKWORTH ROAD (OFF KEDLESTON ROAD), DERBY
Postcode	DE22 3BL

2.1 What date did the financial year covered by these accounts end?

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✓

Section 3 – People

3.1 Please provide the names of the people who were directors of the society during the financial year this return covers. Some societies use the term 'committee member' or 'trustee' instead of 'director'. For ease of reference, we use 'director' throughout this form.

Name of director	Month and year of birth	
Mr Mark Slater	Prefers discretion	
Mr Christopher Dawson		1948
Mr Ken Rice	Prefers discretion	
Mrs Barbara Dawson	Prefers discretion	
Mrs Angela Laurie	Prefers discretion	
Mr Jerome Peat	Prefers discretion	
Mr Lee Pickering	Prefers discretion	
Mr Ian Stewart		1945

Continue on to a separate sheet if necessary.

3.2 All directors must be 16 or older. Please confirm this is this case:

All directors are aged 16 or over ✓ Yes

3.3 Societies are within the scope of the Company Directors Disqualification Act 1986 (CDDA). Please confirm that no director is disqualified under that Act:

No director is disqualified ✓ Correct

3.4 Please state any close links which any of the directors has with any society, company or authority. 'Close links' includes any directorships or senior positions held by directors of the society in other organisations.

Christopher Dawson and Mark Slater are directors of Membership Management Services Ltd, who provide IT resources.

3.5 Please provide the name of the person who was secretary at the end of the financial year this return covers. Societies must have a secretary.

Name of secretary	Month and year of birth	
Mr Christopher Dawson		1948

Section 4 – Financial information

4.1 Please confirm that:

accounts are being submitted with this form ✓

the accounts comply with relevant statutory and accounting requirements ✓

the accounts are signed by two members and the secretary (3 signatures in total) ✓

4.2 Based on the accounts, please provide the information requested below for the financial year covered by this return.

Number of members	153
Turnover	11641
Assets	14034
Number of employees (if any)	None
Share capital	N/A
Highest rate of interest paid on shares (if any)	N/A

4.3 What Standard Industrial Classification code best describes the society's main business? Where more than one code applies, please select the code that you feel best describes the society's main business activity. You will find a full list of codes here: <http://resources.companieshouse.gov.uk/sic/>

91040 Botanical and zoological gardens and nature reserves activities.

THIS IS THE CLOSEST TO ALLOTMENTS

Section 5 – Audit

Societies are required to appoint an auditor to audited unless they are small or have disapplied this requirement. For further guidance see chapter 7 of our guidance: <https://www.fca.org.uk/publication/finalised-guidance/fg15-12.pdf>

5.1 Please select the audit option the society has complied with:

- Full professional audit
- Auditor's report on the accounts
- Lay audit
- No audit

5.2 Please confirm the audit option used by the society is compliant with the society's own rules and the Act

We have complied with the audit requirements

5.3 Please confirm any audit report (where required) is being submitted with this Annual Return

Yes

Not applicable

The information below impacts the level of audit required of the society's accounts. Please provide answers to the following questions.

5.4 Is this society accepted by HM Revenue and Customs (HMRC) as a charity for tax purposes?

Yes

No

5.5 If the society is registered with the Office of the Scottish Charity Regulator (OSCR) please provide your OSCR registration number.

Not applicable

OSCR number:	
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5.6 Is the society a housing association?

No Go to **section 6**

Yes Go to question **5.7**

5.7 Please confirm which housing regulator you are registered with, and provide the registration number they have given you:

		Registration number
Homes and Communities Agency	<input type="checkbox"/>	
Scottish Housing Regulator	<input type="checkbox"/>	
The Welsh Ministers	<input type="checkbox"/>	
Department for Communities (Northern Ireland)	<input type="checkbox"/>	

Section 6 – Subsidiaries

6.1 Is the society a subsidiary of another society?

Yes

No

6.2 Does the society have one or more subsidiaries? (As defined in sections 100 and 101 of the Act)

Yes Continue to question 6.3

No Continue to Section 7

6.3 If the society has subsidiaries, please provide the names of them below (or attach an additional sheet)

Registration Number	Name

6.4 Please provide below (or on a separate sheet) the names of subsidiaries not dealt with in group accounts (if any) and reasons for exclusions: (the society must have written authority from us to exclude a subsidiary from group accounts)

Registration Number	Name	Reason for exclusion

Section 7– Condition for registration

All societies are registered meeting one of two conditions for registration. These are that the society is either:

- a bona fide co-operative society ('co-operative society'); **or**
- are conducting business for the benefit of the community ('community benefit society').

A society must answer the questions set out in either Section 7A or Section 7B of this form, depending on which condition of registration it meets.

If you are not sure which condition for registration applies to the society please see chapters 4 and 5 of our guidance:

<https://www.fca.org.uk/publication/finalised-guidance/fg15-12.pdf>

Section 7A - Co-operative societies

Co-operative societies must answer the following questions in relation to the financial year covered by this return.

7A.1 What is the business of the society? For example, did you provide housing, manufacture goods, develop IT systems etc.

THE BUSINESS OF THE ASSOCIATION, AS MANAGED BY ITS COMMITTEE, IS TO PROVIDE ALLOTMENTS THAT ARE FIT FOR USE BY THE LOCAL COMMUNITY AND TO PROVIDE AN ATMOSPHERE AND ETHOS THAT ENCOURAGES EXISTING PLOT HOLDERS TO GET AS MUCH AS POSSIBLE OUT OF THE TENURE OF THEIR PLOTS IN TERMS OF CROPS, HEALTH, GENERAL ENJOYMENT AND COMMUNITY SPIRIT.

7A.2 Please describe the members' common economic, social and cultural needs and aspirations. In answering this question, please make sure it is clear what needs and aspirations members had in common.

THE MEMBERS TEND THEIR PLOTS IN ORDER TO: GROW VEGETABLES AND FLOWERS; ENJOY THE NATURAL SURROUNDINGS AND RELAXATION THAT ALLOTMENTEERING BRINGS; JOIN IN WITH THE GROWING COMMUNITY SPIRIT AND ACTIVITIES THAT THE ASSOCIATION OFFERS.

7A.3 How did the society's business meet those needs and aspirations?

You have described the society's business answer to question 7A.1, and in question 7A.2 you have described the common needs and aspirations of members. Please now describe how during the year that business met those common needs and aspirations.

THEY TENDED THEIR PLOTS AND INTERACTED WITH THE COMMITTEE THROUGH VARIOUS LINES OF COMMUNICATION. THERE WERE ALSO OPEN DAYS IN WHICH PLOT HOLDERS WERE ENCOURAGED TO PARTICIPATE. EXPERIENCED MEMBERS WERE ALLOCATED AREAS OF PLOTS AROUND THE SITE IN ORDER TO ACT AS ADVISORY MENTORS FOR THE PLOT HOLDERS OF THOSE AREAS.

7A.4 How did members democratically control the society? For example, did the members elect a board at an annual general meeting; did all members collectively run the society.

VIA THE ANNUAL GENERAL MEETING AND RAISING ANY ISSUES WITH COMMITTEE MEMBERS TO BE CONSIDERED AT MONTHLY COMMITTEE MEETINGS.

7A.5 What did the society do with any surplus or profit? For instance, did you pay a dividend to members (and if so, on what basis); did money get reinvested in the business; put into reserves; used for some other purpose?

WHAT PROFITS THE SOCIETY MAKES ARE PLOUGHED BACK INTO IMPROVING THE SITE FACILITIES AND SECURITY. THIS INCLUDES A RANGE OF POWER EQUIPMENT THAT CAN BE USED BY PLOT HOLDERS AND AN ON-SITE SHOP THAT IS WELL PATRONISED BOTH BY PLOT HOLDERS AND THE LOCAL COMMUNITY.

Section 7B - Community benefit societies

Community benefit societies must answer the following questions in relation to the financial year covered by this return.

7B.1 What is the business of the society? For example, did you provide social housing, run an amateur sports club etc.

7B.2 Please describe the benefits to the community the society delivered? Here we are looking to see *what* the benefits to the community were. Community can be said to be the community at large. For example, did you relieve poverty or homelessness through the provision of social housing.

7B.3 Please describe how the society's business delivered these benefits? The business of the society must be conducted for the benefit of the community. Please describe *how* the society's business (as described in answer to question 7B.1) provided benefit to the community.

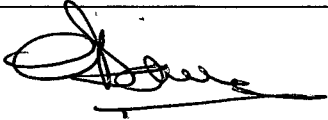
7B.4 Did the society work with a specific community, and if so, please describe it here? For instance, were the society's activities confined to a specific location; or to a specific group of people? Please note that in serving the needs of any defined community, the society should not inhibit the benefit to the community at large.

7B.5 What did the society do with any surplus or profit? For instance, did you donate the money; did money get reinvested in the business; put into reserves; used for some other purpose?

7B.6 Please state any significant commercial arrangements that the society has, or had, with any other organisation that could create, or be perceived as creating, a conflict of interest. Please tell us how you ensured that any such conflict of interest did not prevent the society from acting for the benefit of the community.

Section 8- Declaration

The secretary of the society must complete this section.

Name	Mr Christopher Dawson
My signature below confirms that the information in this form is accurate to the best of my knowledge	
Signature	
Position	SECRETARY (RELEAS) 1/7/19
Date	18/7/19. (FOR 2018 RETURN)

Section 9 - Submitting this form

Please submit a signed, scanned version of this form along with your accounts and any auditor's report by email to: mutualsannrtns@fca.org.uk.

Or you can post the form to:

Mutual Societies
Financial Conduct Authority
12 Endeavour Square
London
E20 1JN

This form is available on the Mutuals Society Portal:

<https://societyportal.fca.org.uk>

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