



## **Mutual Societies Annual Return Form (AR30)**

### **Important information you should read before completing this form**

You must use this form if you are a:

- registered society (previously referred to as an 'industrial and provident society')
- co-operative society
- community benefit society

registered under the Co-operative and Community Benefit Societies Act 2014.

You must submit this form and the society's accounts within 7 months of the end of your financial year. Failure to submit is an offence for which the society may be prosecuted.

Please note:



## Mutual Societies Annual Return Form (AR30)

### Filling in the form

**1** If you are using your computer to complete the form:

- use the TAB key to move from question to question and press SHIFT TAB to move back to the previous question; and
- print the completed form and arrange for it to be signed by all relevant individuals.

**2** If you are filling in the form by hand:

- use black ink;
- write clearly; and
- arrange for it to be signed and dated by all relevant individuals.

**3** If you make a mistake, cross it out and initial the changes; do not use correction fluid.

**4** If you:

- leave a question blank;
- do not get the form signed; or
- do not attach the required supporting information

without telling us why, we will treat the application as incomplete. This will increase the time taken to assess your application.

**5** If there is not enough space on the form, you may use separate sheets of paper. Clearly mark each separate sheet of paper with the relevant question number. Any separate sheets should be signed by the signatories to the form.

**6** Email a scanned copy of the signed form and supporting documents to

[mutualsannrtns@fca.org.uk](mailto:mutualsannrtns@fca.org.uk)

or send it by post to:

Mutuals Team  
Financial Conduct Authority

# 1 Details of society

## 1.1 Details of the society

Register number	31461R
Registered office address	Thistles Market Garden Station Road Sutterton Boston Lincs
Postcode	PE20 2JX

## 1.2 Year end date (dd/mm/yyyy)

See Note 1.2

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## Committee of management

If you are a club you do not need to give a year of birth in questions 1.3-1.6.

The names of the members of the Committee at the date on which the return is signed should be entered below in BLOCK CAPITALS.

## 1.3 Details of Chairman

Name	Michael Anthony Clarke
Address	33 Middlegate Road Frampton Boston Lincs
Postcode	PE20 1BX
Year of birth	1948
Business occupation and other directorships	Retired

## 1.4 Details of Treasurer

Name	Sarah Nash
Address	Beckfield Arabians Midville Lane Stickney Boston
Postcode	PE22 8DN
Year of birth	1965
Business occupation and other directorships	Bookkeeper

## 1.5 Details of Secretary

Name	Deborah Broadley
Address	4 Pools Drive Sutterton Boston
Postcode	PE20 2HA
Year of birth	1962
Business occupation and other directorships	

## 1.6 Details of Members of the Committee

Name	Address	Year of birth	Business occupation and other directorships
Rita Barber	121 Sleaford Road Boston Lincs PE21 8EY	1952	Parent/ Carer
Christine Young	Grovelands Wyberton Boston Lincs PE21 7AP	1944	Parent
Gary Skipworth	Nevadun Burton Croft Road Fishtoft Boston Lincs PE21 0SA	1944	Retired Police Officer
Bianca Marshall-Lane	16 Tower Road Boston Lincs PE21 9AD	1966	Social Worker/Parent

Please use separate sheets of paper if you need more space, following the instructions provided in section 5 above.

Please indicate how many separate sheets of paper you have used

**Please continue, answering all questions.**

**1.7 Are any members of the society's committee disqualified as directors under the Company Director Disqualification Act 1986?**

- No  
 Yes

**1.8 Does the society carry out any activity which is regulated under the Financial Services and Markets Act 2000? (e.g. accepting deposits in a form other than withdrawable shares; offering insurance products; undertaking residential mortgage business). If 'yes' please state the society's Financial Services Register firm reference number**

- No  
 Yes

Financial Services Register firm reference number

**1.9 Is the society a subsidiary of another society?**

- No  
 Yes

**1.10 Does the society have one or more subsidiaries?**

- No  
 Yes

**1.11 Is the society currently accepted by the HM Revenue and Customs as a charity for tax purposes?**

- No  
 Yes

Please confirm you have attached a copy of the letter from HM Revenue and Customs confirming charitable tax status:

- Yes

**1.12 Is this society a charity registered with the Office of the Scottish Charity Regulator (OSCR)?**

- No  
 Yes ▶ provide your Scottish Charity number below

**1.13 Is the society registered with one of the following (please tick)?**

- Homes and Communities Agency
- The Welsh Ministers
- Scottish Housing Regulator

If so, please provide your register number

**All societies must answer the following questions:**

- if a **bona fide co-operative society** go to question 1.14
- if **existing for the benefit of the community** go to question 1.19

**Bona fide co-operative society**

**1.14 How did members benefit from the business, industry or trade of the society during the year?**

**1.15 Is membership of the society required to obtain the benefits offered by it?**

- Yes
- No

**1.16 In what way did members participate in an ongoing basis in the society's primary business during the year?**

**1.17 How did members democratically control the society?**

**1.18 How did the society use any surplus/profit?**

If the society distributed the surplus/profit to members please explain how this was done.

Please use separate sheets of paper if you need more space (see section 5 above)

Please indicate how many separate sheets of paper you have used.

**Continue to 2.1**



## Community benefit society

### 1.19 Who are the community the society benefited?

The society benefits all the people who attend Thistles including their parents , carers and volunteers, who all live in Boston, Spalding, Holbeach and surrounding areas. We partnership work with Boston college, two students attend one day a week with a learning support assistant. They gain valuable work related skills. We also work with Boston in Bloom and the Lincolnshire police

### 1.20 How did the society benefit that community during the year?

All the people that we support play a part in the running of Thistles Market Garden. Thistles benefits by forging new partnerships. We also support our local County Council to help litter pick and set plants around the town. This enables people who attend to socialise and become more involved in the community. The society also helps the Community Payback Team when they are in the area by providing them with catering and other facilities. The society makes and donates Christmas wreathes for local school fayres and Sutterton Parish Council have approached us with a view to supplying bedding plants for the village roundabout.

### 1.21 How did the society use any surplus/profit?

The society is strictly not for profit. Any surplus is ear marked to go towards capital expenditure programmes namely, Improved accommodation facilities to be enjoyed by all who use the site.. A daily bus service to provide better access for existing and potential users and to provide participation opportunities to persons not in the immediate vicinity. We provide regular excursions to Skegness, Boston and Spalding which enables the people we support to participate in the business of purchasing seeds for growing our produce and the purchase of other horticultural items. This makes them feel part of a team and feel that they are contributing towards the success of the society.

Please use separate sheets of paper if you need more space (see section 5 above).

Please indicate how many separate sheets of paper you have used.

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**Continue to 2.1**

# 2 Statistics

## Account details

### 2.1 You must enter the figures below

See notes for help on items E-T. Enter NIL where applicable

A	Members at beginning of year	5
B	Members ceased during year	2
C	Members admitted during year	4
D	Members at end of year	7
E	Turnover for year	104494
F	Total of income and expenditure (receipts and payments added together)	182688
G	Net surplus/(deficit) for year	26300
H	Fixed assets	0
I	Current assets	60388
J	Total assets (equal to amount in row O, below)	60388
K	Current liabilities	3294
L	Share capital	0
M	Long-term liabilities	0
N	Reserves	57094
O	Total liabilities, share capital & reserves (K+L+M+N) (equal to amount in J above)	57094
All societies (excluding clubs) must complete boxes P-T		
P	Investments in other registered societies	0
Q	Loans from members	0
R	Loans from Employees' Superannuation Schemes	0
S	Dividends on sales	0
T	Share interest	0

**2.2 Names of subsidiaries as defined in sections 100 and 101 of the Co-operative and Community Benefit Societies Act 2014**


**2.3 Names of subsidiaries not dealt with in group accounts (if any) and reasons for exclusions (as approved by the FCA)**

The society must have written authority from us to exclude a subsidiary from group accounts


# 3 The audit

## 3.1 Type of audit used for the attached accounts.

If the society has used a full professional audit or an accountant's report then the report must be prepared by a registered auditor.

- Full professional audit   ▶ Continue to section 4
- Accountant's report       ▶ Complete questions 3.2 and 3.3
- Lay audit                   ▶ Complete questions 3.2 and 3.3
- Unaudited                   ▶ Complete questions 3.2 and 3.3

## 3.2 Do the society's registered rules allow the society not to undertake a full professional audit?

- No
- Yes

## 3.3 Has the membership passed at a general meeting a resolution allowing the society not to undertake a full professional audit for the year of account in question? (In accordance with section 84 of the Co-operative and Community Benefit Societies Act 2014)

- No
- Yes

# 4 Accounts and signature

## Accounts

- 4.1 Date on which the accounts and balance sheet will be/were laid before the AGM (dd/mm/yyyy)

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- 4.2 Has your society produced accounts to the minimum standard required?


Yes ▶ you must confirm that you have attached the accounts and the audit/accountant's report bearing the original signatures of the auditor (if required by law), the secretary and the two committee members.  Attached

No ▶ you must produce accounts to the minimum standard required, see notes for details.

## Signature – all societies to complete

- 4.3 The Secretary of the society must sign and date below

I certify that the information in this form is correct to the best of my knowledge and belief.

Name	Deborah Broadley
Signature	
Phone number	01205 461286
Email	thistles.enquiries@hotmail.com
Date	05/03/2018

Charity Name <b>THISTLES MARKET GARDEN LIMITED 31461R</b>			No (if any) <b>31461R</b>	
<b>Receipts and payments accounts</b>				
For the period from	Period start date 01/10/2016	to	Period end date 30/09/2017	

**Section A Receipts and payments**

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Donations	780	-	-	780	24,977
Fund raising activities	2,173	-	-	2,173	771
Fees for provision of services	101,540	-	-	101,540	86,291
				-	
				-	
				-	
				-	
<i>Sub total (Gross income for AR)</i>	<b>104,494</b>	-	-	<b>104,494</b>	<b>112,039</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	
	-	-	-	-	-
<i>Sub total</i>	-	-	-	-	-
<b>Total receipts</b>	<b>104,494</b>	-	-	<b>104,494</b>	<b>112,039</b>
<b>A3 Payments</b>					
Salaries & national insurance	65,007	-	-	65,007	68,295
Vehicle & transport expenses	3,595	-	-	3,695	2,169
Repairs & maintenance	215	-	-	215	561
Light & Heat	760	-	-	760	778
Water rates	299	-	-	299	223
Premises Insurance	2,171	-	-	2,171	2,253
Telephone & internet	665	-	-	665	618
Stationery, postage and carriage & advertising	279	-	-	279	496
Legal fees	-	-	-	-	49
Bookkeeping charges	1,617	-	-	1,617	1,498
Accountancy charges	360	-	-	360	540
Cleaning	137	-	-	137	38
Sundries	2,962	-	-	2,962	1,417
Training costs	126	-	-	126	
<i>Sub total</i>	<b>78,194</b>	-	-	<b>78,194</b>	<b>78,935</b>
<b>A4 Asset and investment purchases, (see table)</b>					
Vehicle & office equipment				-	15,418
<i>Sub total</i>	-	-	-	0	15,418
<b>Total payments</b>	<b>78,194</b>	-	-	<b>78,194</b>	<b>94,353</b>
<i>Net of receipts/(payments)</i>	<b>26,300</b>	-	-	<b>26,300</b>	<b>17,686</b>
A5 Transfers between funds					
A6 Cash funds last year end					
<i>Cash funds this year end</i>	<b>26,300</b>	-	-	<b>26,300</b>	<b>17,686</b>

**Section B Statement of assets and liabilities at the end of the period**

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Cash at bank	57,050	-	-
	Cash in hand	179	-	-
	<b>Total cash funds</b> (agree balances with receipts and payments account(s))	<b>57,229</b>	-	-

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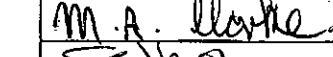

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Debtors	3,159	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets				

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use				

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities				
	Creditors	£ 3,294	-	-
	Accumulated fund	57,094	-	-

Examined and approved on behalf of the Society  
Secretary  
Chairman  
Treasurer

Signature	Print Name	Date of approval
	Deborah Broadley	05.03.18
	Anthony Michael Clarke	05.03.18
	Sarah Nash	05.03.18