

Annual Return (AR30) form

Society Name: Ashbourne Road District Allotment Association Limited

Society Num: 6237 R

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). 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.

For guidance on our registration function for societies, which includes guidance on the requirement to submit an Annual Return, please see [here](#)

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

30/09/2021

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 of Birth	Year of Birth
Julia Slater	May	1972
Dave Hancox	Feb	1976
Eric Lindley	Aug	1947

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

☒ All directors are aged 16 or over

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

☒ No director is disqualified

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.

none

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 of Birth

Year of Birth

Julia Slater

May

1972

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

224

Turnover

21783.91

Assets

39479.36

Number of Employees

0

Share Capital

0

**Highest rate of interest
paid on shares**

0

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](#)

SIC Code

**Botanical and zoological gardens and nature
reserves activities (91040)**

*

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

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.

- ☐ Registered
☒ Not applicable

5.6 Is the society a housing association?

- ☒ No
☐ Yes

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
☒ No

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').

You must answer the questions set out in in the next section of this form, depending on which condition for registration you meet.

If you are not sure which condition for registration applies to the society please see chapters 4 and 5 of our guidance [here](#).

7.1 Condition for Registration

- ☒ Co-operative society

○ Community Benefits society

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 the committee, is to provide allotments that are fit for use by the local community, to provide an atmosphere and ethos that encourages existing plot holders to gain as much as possible from the tenure of the 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 gardening brings, joining in with the growing community spirit and activities 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 tend their plots and interact with the committee through various lines of communication, a growing online community and typically open days that the plot holders were encouraged to participate in.

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. Raising issues with committee members to be considered to be considered at meetings; some of these have been virtually due to COVID regulations and members shielding.

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?


Profits the society makes are ploughed back into improving site facilities and security. This includes an onsite shop that is well used by plot holders as well as the local community.

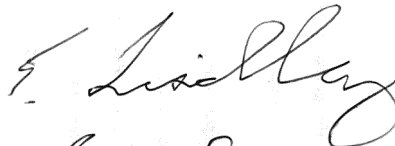
ARDAA 2021

Income	Notes	Sep-21	2020	Expenditure	Notes	Sep-21	2020	Surplus	Sep-21	2020
Association										
Donations		£ 134.78	£ 213.84	Administration	2	£ 149.12	£ 474.75			
Interest		£ 0.56	£ 4.78	Insurance		£ 255.00	£ 225.00			
Interest previous years		£ -	£ 20.24	Member Recognition	3	£ 103.00	£ 35.00			
Kings Seeds	1	£ -	£ 213.64	Payment Processing	4	£ 251.58	£ 115.45			
Membership		£ 752.50	£ 1,325.00	Professional Membership	5	£ 498.00	£ 411.00			
				Regulatory Compliance	6	£ 35.00	£ 80.00			
				Room Hire		£ -	£ 105.00			
		<u>£ 887.84</u>	<u>£ 1,777.50</u>			<u>£ 1,291.70</u>	<u>£ 1,446.20</u>		<u>£ (403.86)</u>	<u>£ 331.30</u>
Events	7	<u>£ 2,873.55</u>	<u>£ -</u>		8	<u>£ 2,013.92</u>	<u>£ -</u>		<u>£ 859.63</u>	<u>£ -</u>
Growing Academy										
Plant Sales		£ 2,223.69	£ 1,222.42	Equipment		£ -	£ 89.95			
				Stock		£ 788.71	£ 7.20			
		<u>£ 2,223.69</u>	<u>£ 1,222.42</u>			<u>£ 788.71</u>	<u>£ 97.15</u>		<u>£ 1,434.98</u>	<u>£ 1,125.27</u>
Shop										
Sales		£ 7,206.24	£ 4,047.97	Administration		£ -	£ 49.17			
				Building	9	£ 450.00	£ 600.00			
				Equipment		£ 175.07	£ 159.18			
				Stock		£ 4,394.34	£ 2,520.98			
		<u>£ 7,206.24</u>	<u>£ 4,047.97</u>			<u>£ 5,019.41</u>	<u>£ 3,329.33</u>		<u>£ 2,186.83</u>	<u>£ 718.64</u>
Site										
Recycled Materials	10	£ 714.34	£ 377.90	Fixtures	11	£ 48.75	£ 130.00			
Rent		£ 7,878.25	£ 4,488.07	Health & Safety		£ -	£ 366.25			
Rent Rebate		£ -	£ 873.20	Maintenance	12	£ 3,000.91	£ 2,205.97			
				Rent		£ 900.00	£ 900.00			
				Security	13	£ 709.01	£ 831.20			
		<u>£ 8,592.59</u>	<u>£ 5,739.17</u>			<u>£ 4,658.67</u>	<u>£ 4,433.42</u>		<u>£ 3,933.92</u>	<u>£ 1,305.75</u>
		<u>£21,783.91</u>	<u>£12,787.06</u>			<u>£13,772.41</u>	<u>£ 9,306.10</u>	Total	<u>£ 8,011.50</u>	<u>£ 3,480.96</u>

ARDAA 2021

Assets	Notes	30/09/2021	31/12/2020	Liabilities	Notes	30/09/2021	31/12/2020	Net Assets	30/09/2021	31/12/2020
Cash & Cheques		£ 738.85	£ 211.31	Deferred Income	20	£ 7,610.00	£ 6,236.80			
Keys		£ 1,666.20	£ 1,473.70	Key Deposits		£ 5,290.00	£ 4,575.00			
Insurance Claim	14	£ 412.15	£ -							
Nationwide	15	-	£ 3,967.23							
NatWest Current #1		£13,096.71	£ 8,826.49							
NatWest Current #2	16	£ 78.00	£ 3,426.50							
NatWest Reserve	17	£ 4,575.23	£ 904.92							
Security Fencing	13	£ 7,049.97	£ 4,222.82							
Shed Plot 10		£ 471.25	£ 520.00							
Shop Building		£ 1,250.00	£ 1,700.00							
Shop Stock		£ 5,300.16	£ 3,930.11							
Shop tablet		£ 96.78	£ 159.06							
Square	18	£ 83.23	£ 37.52							
Tractor	19	£ 4,660.83	£ -							
		<u>£ 39,479.36</u>	<u>£ 29,379.66</u>			<u>£ 12,900.00</u>	<u>£ 10,811.80</u>		<u>£ 26,579.36</u>	<u>£ 18,567.86</u>
									Funds	
									Opening	£ 18,567.86 £ 15,086.90
									Retained Surplus	£ 8,011.50 £ 3,480.96
									Total	<u>£ 26,579.36</u> <u>£ 18,567.86</u>


TREASURER


CHAIR


SECRETARY

Notes

FCA accepted our request to change financial year end to September 30th. Therefore, these accounts are for a 9 month period 01/01/2021 to 30/09/2021.

1. Commission will be paid in next year's accounts
2. Stationary, printing, postage and communication costs
3. Flowers sent to Viv Croke's funeral and a new road sign - Peter Gresham Way
4. We continue to use Square to take card payments in the shop and online for shop purchases, rents, membership fees and key deposits; they charge between 1.75% and 1.9% of the transaction value with no monthly costs
5. Membership of The National Allotment Society (NAS)
6. Registration with the Information Commissioner's Officer for Data Protection
7. NGS Open Days & Summer BBQ
8. Includes donations due to NGS
9. Depreciation of the building
10. Materials donated by Members, the general public and our partners eg G F Tomlinson
11. Depreciation for shed on plot 10 for use by the Starter Plots
12. Fuel for equipment, equipment repair and maintenance, road stone, skips, other materials and tractor depreciation
13. Security fencing depreciation (over 10 years)
14. Cash stolen from the container to be reimbursed by an insurance claim
15. Closed 28/01/21
16. To be maintained should any funding require a ring fenced account
17. Ring fenced for key deposits
18. Monies taken by Square on 30/09/21
19. Tractor to be depreciated over 10 years
20. Income for membership fees and rent for agreements beginning 01/10/21