



Trustees' Annual Report for the period

From **06 April 2022** (Period start date) To **05 April 2023** (Period end date)

Charity name: **Collings Park Trust**
Charity registration number: **1163248**

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<ol style="list-style-type: none">1. Promoting the provision of facilities for recreation within Collings Park with the object of improving the life of local residents.2. Promoting the conservation, protection and improvement of the physical and natural environment of Collings Park.3. Advancing the education of the public by providing facilities and opportunities within Collings Park for learning about the natural environment.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>This reporting period covers the ongoing development and maintenance of a community garden and wildlife area within Collings Park. The focus of activities during the reporting period include:</p> <ol style="list-style-type: none">1. Defining the further development of the community garden and in doing so taking account of the Trust's objects and community feedback on user requirements.2. Fundraising and applying for grants and donations of materials towards the development of the community garden and wildlife area.3. Procurement of materials and equipment required for the ongoing development and maintenance of the community garden and wildlife area.4. Organising community events for the benefit of local residents.5. Securing and managing volunteer support whilst undertaking activities that contribute towards achieving the aims of the Trust.6. Promoting the Trust and its aims through social media and the local

		<p>media, securing new members where possible.</p> <p>7. Maintaining the suite of policies and procedures that govern the undertakings of the Trust.</p> <p>8. Networking with local groups and support agencies to establish sources of assistance and examples of best practice.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Trustees are fully aware of and have taken due account of the Charity Commission's guidance on public benefit when considering proposals and approving plans and activities relating to Collings Park.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	The Trust has not made any grants during the reporting period.
Policy on social investment including program related investment	Para 1.38	Surplus funds are held on deposit in the Trust's bank account; with low interest rates it is considered unnecessary at this time to increase the burden of financial management by having a separate interest account.
Contribution made by volunteers	Para 1.38	The Collings Park Trust management committee is made up of volunteers from the local community and it is this team that provides momentum to the Trust by implementing plans agreed by the Trustees. These and other volunteers have made significant contributions to various fundraising and community consultation events. They have also undertaken a large volume of physical work on the Trust's site in order to maintain a safe and usable community garden and wildlife area. Trustees recognise that without these contributions of time, energy and expertise the Trust would not have achieved all that it has done within the reporting period.
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>Local people continue to make regular use the community garden for their enjoyment and daily exercise. Particular achievements include:</p> <ul style="list-style-type: none"> • The ongoing development and maintenance of our site, this providing valuable volunteering opportunities for people of all ages. Volunteers have: planted seven new trees and a variety of shrubs and other plants; tended fruit trees and used raised beds to grow vegetables, herbs and flowers, with produce being shared; installed a solar powered pump to move rainwater from storage tanks to the point of use; reconstructed the pond and bog garden; regularly maintained paths with additional layers of donated woodchip; maintained the willow tunnel, wildflower area, hedges and grassed areas throughout the site. • The local pre-school continues to make regular use of the site and their planting area, with children learning about the natural environment, an important part of the national curriculum. • Hosting a Duke of Edinburgh Bronze Award student for three months. • We have added a third hive to our apiary and the bees have continued to thrive. A small amount of honey has been harvested and distributed locally. • We hosted a Platinum Jubilee party and another 'Carols in the Community Garden' evening. Both events were well attended by local residents. • The Trust has continued to communicate with members of the local community through the use of our noticeboard and regular posts on the Trust's Facebook page ('Collings Park Trust'). The Trust's website (www.collingsparktrust.org) provides information about the Trust's aims, policies, activities, and volunteering procedure.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
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Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Trust's financial position remains consistently sound.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Trustees will, where possible, ensure that sufficient reserves of funds of at least £2,000 are and will remain in place (as demonstrated by a cash-flow forecast) before authorising expenditure plans in accordance with the Trust's Financial Authorisation policy.
Amount of reserves held	Para 1.22	£2,000
Reasons for holding zero reserves	Para 1.22	Not applicable
Details of fund materially in deficit	Para 1.24	Not applicable (nil deficits)
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	There are no uncertainties currently about the Trust continuing as a going concern.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	The Trust's main source of income during the reporting period include: <ul style="list-style-type: none"> • Membership fees of £896 • Grants totalling £775 • Gift Aid of £1,192
Investment policy and objectives including any social investment policy adopted	Para 1.46	The Trust's investment of £2,047 in materials and equipment has enabled the ongoing development of a community garden where members of the community are able to enjoy recreation and have opportunities to learn about the natural environment. The design of the site and further commitment of funds is promoting conservation and enhancement of the natural environment, as well as providing various learning opportunities.
A description of the principal risks facing the charity	Para 1.46	No significant risks facing the Trust currently. However, the chief risk for the future is that of key individuals leaving the area or otherwise ceasing to be members

		of the Trust and not being replaced by others coming forward.
Other		Collings Park Trust maintains a suite of policies and procedures that guide and protect stakeholders from major risk. These, along with insurance cover in place (Public Liability, Financial & Administration Liability, and Personal Accident), are considered to reduce major risks to a manageable level.

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution (adopted 21 st August 2015)
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees appointed by Members, with one third of Trustees required to retire each year (they may be re-appointed)

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	Day-to-day management of the Trust is exercised via a management committee, with the Chair of that committee responsible to Trustees for the implementation of agreed plans in a way that complies with defined policies and procedures in order to reach the Trust's defined aims and objectives.
Relationship with any related parties	Para 1.51	Collings Park Trust is a stand-alone organisation, but is affiliated to the Plymouth Open Spaces Network, an organisation set up with the assistance of Plymouth City Council's Natural Infrastructure team. The aim of this group is to promote cooperation and coordination between similar organisations in the Plymouth area.
Other		All Trustees give their time voluntarily and receive no remuneration or other benefits.

Reference and Administrative details

Charity name	Collings Park Trust
Other name the charity uses	-
Registered charity number	1163248
Charity's principal address	12 Fortescue Place Plymouth Devon PL3 5HT

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Andrew Leigh	Chair of Trustees		
2	Mike Taylor			
3	Elizabeth Rawlings			

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	Not applicable
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Not applicable

Additional information (optional)

Names and addresses of advisers (Optional information)

Name of chief executive or names of senior staff members (Optional information)

Exemptions from disclosure

Reason for non-disclosure of key personnel details

Not applicable

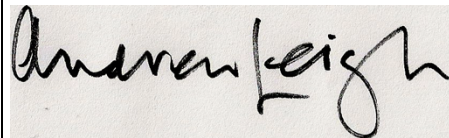
Other optional information

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Andrew Leigh

Position
(eg
Secretary,
Chair, etc)

Chair of Trustees

Date

7th November 2023