

# **Bohemia Walled Garden Association**

**Registered Charity Number: 1167167**

## **Annual Accounts**

**for the period**

**1 January 2024    -    31 December 2024**

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Hastings Voluntary Action  
Jackson Hall  
Portland Place  
Hastings  
East Sussex  
TN34 1QN

## Organisational information of the Bohemia Walled Garden Association

The Trustees of the Bohemia Walled Garden Association presents its organisational information for the year  
Ended 31st December 2024

<b>Name of charity:</b>	Bohemia Walled Garden Association - BWGA
<b>Registered charity number:</b>	1167167
<b>Legal form:</b>	CIO
<b>Governing document:</b>	CIO - Association Registered 17 May 2016 as amended on 16 May 2018
<b>Address:</b>	C/O Jackson Hall Portland Place Hastings East Sussex TN34 1QN
<b>Committee members:</b>	Nigel Sinden (Chair) Beryl Lovett (Secretary) Sue Jirbandey (Treasurer) Lesley Bruce
<b>Bankers:</b>	Lloyds Bank Lewisham Branch 120 Lewisham High Street, Lewisham, London, SE13 6JG
<b>Independent Examiner:</b>	Laura Dawson, Independent Examiner HVA, Jackson Hall, Portland Place, Hastings, TN34 1QN

**Bohemia Walled Garden Association**  
**Trustee Annual Report**  
**For the year January - December 2024**  
**Charity Commission report & for AGM in 2025**

**The Bohemia Walled Garden Association (BWGA)**

The BWGA was formed in 2009 with the purpose of restoring, preserving and utilising the 19<sup>th</sup> Century Victorian walled garden in the Summerfields Wood. It aims to bring it back into active use for horticultural, educational, heritage and cultural activities.

The garden is owned by Hastings Borough Council (HBC) and leased to the BWGA for 25 years until 31 March 2036. The lease was renewed on the 5<sup>th</sup> January 2018 in line with the BWGA change of status to a Registered Charity. The garden is located in the Summerfields Wood which is a Local Nature Reserve (LNR).

**Structure, Governance and Management**

The BWGA is managed by volunteers. It is a registered Charity (Registration Number 1167167) as a Charitable Incorporated Organisation (CIO) with voting members other than its charity trustees. The organisation is managed by charity trustees and governed by the BWGA Charity Commission Constitution. It follows Charity Commission (CC) guidelines and must report annually to the CC to affirm its obligation to function for the 'public benefit' and to uphold the BWGA/CC objectives.

The BWGA trustees are supported by other BWGA members on a committee who have delegated roles. BWGA members, plot-holders and volunteers are overseen by the trustees in the everyday running of the garden, events, fundraising and educational activities. The local community is encouraged to participate in all the above.

**The BWGA Charity Commission Objects:**

- (1) To promote for the public the conservation, protection and improvement of the physical and natural environment.
- (2) To advance the education of the public in the conservation, protection and improvement of the physical and natural environment.
- (3) The provision of facilities for recreation and other leisure-time occupation in the interests of social welfare for the public at large with the object of improving their conditions of life.

To be a Charity it is necessary for the trustees to understand and to have regard to the 'public benefits' that the charity aims to provide as in the objectives. The Trustees Annual Report is to show how these objectives are being achieved. It is presented to the BWGA members at the AGM.

## **Members of the BWGA committee as confirmed at the 2024 AGM**

Trustee(Chair)	Nigel Sinden
Trustee(Secretary)	Beryl Lovett
Trustee(Treasurer)	Sue Jirbandey
Trustee	Lesley Bruce

The current trustees are supported by other members in various activities.

## **Fundraising and Income**

Income in 2024 has come from the plot fees, refreshments sales, plants & jam sales and donations at public events.

## **Expenditure**

The following sizeable expenditure was made in 2024:

- Annual insurance, which covers public liability and protects the individual trustees.
- Corporation Tax Return – HMRC issued us with a Corporation Tax return for the year ending 2024. We needed the services of an accountancy firm, Ashdown Hurrey to submit these returns on our behalf. No Tax was due. We successfully applied to become a Charity with HMRC and have been given exemption for the next three years (i.e. 2024, 2025, 2026).
- Purchase of two recycled plastic picnic benches to replace the rotting wooden benches and seats. One was purchased from our funds and one from a generous donation from the Isabel Blackman Foundation.
- A reprint of 100 copies of the BWGA book (past, present and future)

Any expenses incurred by our volunteers are reimbursed, following a procedure of proof of expense and payment is always authorised by two signatories.

## **Grant applications**

We applied and were successful for a grant from the Isabel Blackman Foundation for the purchase of a recycled plastic bench.

## **Financial Management**

The BWGA operates a Lloyds Bank Treasurers account which is managed online. Plot fees can be made by BACS and we make payments by BACS for members expenses and other expenditures (like Insurance, Website & Email). All payments need two people to approve.

## **Insurance, Health and Safety and Policies**

The BWGA has public liability insurance and this is renewed annually. The BWGA does risk assessments for all events and activities at the garden. The risk assessment is based on a template policy before being customised for each event. Various policy documents (including risk management, volunteering and privacy) are available on our website.

## **Publicity, Information, Members and Supporters**

Our main social media platform currently is Facebook. The garden has its own website ([www.bohemiawga.org.uk](http://www.bohemiawga.org.uk)) which contains a vast amount of information about the organisation.

In 2024 we added an Instagram page (@bohemiawga) to extend our social media footprint. We still have a presence on X (@bohemiawga) [formerly Twitter].

We continue to use Mail Chimp to communicate with members and supporters, each maintained as separate lists. Members at times receive communications that are only relevant to them and they can vote at the AGM. The member group includes all plot-holders and active members who contribute in an active way to the garden's upkeep or development. Supporters are those who are keen to know what is going on and how to support us through our events. Supporters do not have voting rights at the AGM.

## **Open to the public**

We aim to open the garden to the public on Wednesdays and Sundays 10 - 12 in the growing season March-November (weather dependent and depending on volunteer availability).

In 2024 we continued with an "opening up rota" for Sundays with each week staffed by a plot holder and a committee member. The rota worked very well.

## **Volunteers**

The BWGA is completely run by volunteers and we welcome new members from the local community. We continue to aim to use the varied skills of our volunteers. Some volunteers come for a short period of time and others make up the backbone of the BWGA garden volunteer team, particularly on the Wednesday and Sunday sessions or at Events.

## **Community groups, collaborations and partnerships**

There are areas for educational purposes at no cost, which the BWGA offers as a commitment to encouraging the appreciation and benefits of working in the garden.

Spaces were still allocated throughout 2024 to Christ Church CE Primary Academy, Eggtooth (wellbeing services for children, young people, parents and professionals) and two groups from East Sussex College. We also offered two plots to a Ukraine community group to grow produce.

One of our committee members started a growing group for nurses from our local NHS Hospital.

The Refugee Buddy Project (Hastings, Rother & Wealden) has two plots against the outer wall.

We were grateful to Hastings Voluntary Action (HVA) who introduced us to Balfour Beatty who as part of their Community Engagement Programme supplied and installed two replacement raised bed units onto one of the plot holder plots.

## **Plots**

All plots have been in use throughout the year and any vacant plots have quickly been taken up by the next person on the waiting list.

## **Education**

Many educational resources can be downloaded from the website.

## **Garden Management and Development**

Members continued to maintain the borders, to give pleasure to members and visitors and also to benefit pollinating insects.

## **Public events in 2024**

We held our usual public events which were well supported.

<b>Event</b>	<b>Adults</b>	<b>Children</b>
Easter	92	49
Summer	154	32
Heritage Open Day	Cancelled due to weather	
Pumpkin Day	60	54
	306	135

Total attending: 441

Pumpkins for Pumpkin Day were kindly donated by the local Morrisons and Lidl supermarkets to top up those grown at the garden.

## **Members events in 2024**

In July, we planned for a bring-your-own picnic in the garden for plot holders and members, but it was cancelled owing to a lack of replies.

On Sunday 1st December we scheduled an outdoor gathering in the afternoon that was cancelled owing to the inclement weather.

On Thursday 5th December we met at the Welcome, St Leonards-on-Sea for a drink and food during the evening.

## Conclusion

The BWGA works for the benefit of as many people in our community as possible so they can enjoy the environment of this lovely garden and area. We ensure that the Walled Garden is conserved, protected and improved for future generations to enjoy.

The BWGA trustees would like to thank all BWGA members, volunteers and partners for their support in 2024. We thank HBC for their continued cooperation in this joint effort.

This report has been compiled and approved by the following trustees in post during 2024.

Nigel Sinden / /2025  
(Chair)

Sue Jirbandey \_\_\_\_\_ / /2025  
(Treasurer)

Beryl Lovett \_\_\_\_\_ / /2025  
(Secretary)

Lesley Bruce \_\_\_\_\_ / /2025

# Bohemia Walled Garden Association

## Receipts & Payment accounts

for the period

01 January 2024 to 31 December 2024

	Current Year		Previous Year
	General Funds	Total funds	Total
<b><u>Receipts</u></b>			
Events	1,338.25	1,338.25	1,030.89
Donations	343.98	343.98	301.76
Plot Fees	777.44	777.44	798.96
Grants	800.00	800.00	-
Other income	-	-	-
Bank Interest	-	-	-
<b>TOTAL RECEIPTS</b>	<b>3,259.67</b>	<b>3,259.67</b>	<b>2,131.61</b>
<b><u>Expenditure</u></b>			
Room Hire	-	-	50.70
Garden Supplies	281.21	281.21	252.12
Events	220.17	220.17	115.27
Insurance	352.32	352.32	335.48
Repairs & Maintenance	39.89	39.89	74.78
Stationary/Office Expenses	183.00	183.00	79.80
Independent Examination	285.00	285.00	1,134.00
Volunteer Expenses	7.54	7.54	
Equipment Bought & Hired	1,655.21	1,655.21	150.00
IT	118.39	118.39	116.27
Misc Expenses	-	-	-
<b>TOTAL PAYMENTS</b>	<b>3,142.73</b>	<b>3,142.73</b>	<b>2,308.42</b>
<b>Net surplus/-deficit</b>	<b>116.94</b>	<b>116.94</b>	<b>-176.81</b>
<b>Movement in funds</b>	<b>-</b>	<b>-</b>	
Fund balances b/f 1/1/24	4,736.62	4,736.62	4,913.43
Fund balances c/f 31/12/24	4,853.56	4,853.56	4,736.62



# Bohemia Walled Garden Association

## Statement of Assets & Liabilities

as at

31 December 2024

			2024	2023
<b>Current assets</b>				
Current Account	@	31/12/24	4,828.56	4,711.62
Deposit Account	@	31/12/24	-	-
Cash in hand	@	31/12/24	25.00	25.00
Receipts awaiting banking			-	
			<u>4,853.56</u>	<u>4,736.62</u>
<b>less Current liabilities</b>				
Uncashed cheques			-	
			<u>4,853.56</u>	<u>4,736.62</u>
<b>Represented by:</b>				
ACCUMULATED FUND b/f			4,736.62	4,913.43
Surplus/deficit of receipts over payments			116.94	-176.81
			<u>4,853.56</u>	<u>4,736.62</u>

Charity Law requires the Trustees to prepare financial statements for each financial year which comply with the regulations set out in the Charities Act 1993. The trustees have elected to take advantage of the provisions that apply to small charities and have prepared a Receipts and Payments account and Statement of Assets and Liabilities.

Approved by the Trustees on \_\_\_\_\_ and signed on their behalf by

\_\_\_\_\_

\_\_\_\_\_

## **Independent Examiner's Report to the Committee of Bohemia Walled Garden Association**

I report on the accounts of Bohemia Walled Garden Association for the twelve month period ended 31st December 2024 which are set out on the previous pages.

### **Respective responsibilities of committee & examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act), and that an independent examination is needed.

It is my responsibility:

- to examine the accounts under section 145 of the Charities Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention

### **Basis of independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the supporting documentation presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair" view and the report is limited to those matters set out in the statement below.

### **Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- 1) which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act have not been met; or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Laura Dawson  
Finance Manager  
Hastings Voluntary Action  
Jackson Hall, Portland Place, Hastings, TN34 1QN

Dated: