



Trustees' Annual Report for the period

From 1st January 2022 Period start date
To 31st December 2022 Period end date

Charity name: Weybridge Land Charity

Charity registration number: 200270

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The Charity has one object and two activities as described in the Scheme as amended in June 2000: The Object of the Charity is: "The relief of persons resident in KT13, who are in need, hardship or distress".
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	The Activities of the Charity are: "Provision of allotments for use by residents of Weybridge" and "After settling its costs of operations, to use surplus funds to provide the relief of persons resident in Weybridge who are in need, hardship or distress." To increase the utilization and viability of the allotments, an amendment to the Scheme of WLC in 2000 removed the requirement that existing and new allotment holders are themselves in need, hardship, or distress.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Trustees keep up with the Charity Commission advice on public benefit. Trustees regularly review risk and policies. Earlier this year we introduced a Code of Conduct, outlining the minimum standard for acceptable behavior for plot holders and any visitor to Churchfields. The Charity plans to make this code an integral part of rental agreements going forward. We also introduced a Complaints Procedure. In the coming year, trustees plan to build on their group of policies and to introduce the following: <ul style="list-style-type: none">- Bullying and Harassment Policy- Social Media Policy- Health and Safety Policy- Trustee Code of Conduct (including conflicts / declaration of interests)- GDPR Policy (to include new relationship with The Fuelbank Foundation, referred to later in this document)- Risk Policy Plus a review against the Nolan Principles

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	<p>WLC have entered into "Partnership Agreements" and adopted formal "Memoranda of Understanding" (MOU) with several community groups who demonstrated expertise and capability in their work to assist those in the KT13 area with specific needs. Our focus has been very much on food and energy costs and our partner organizations include the Food Bank, Citizens Advice Bureau, and local schools. WLC Trustees are confident that through these collaborative approaches, grants can be more effective and better targeted to those in genuine need and distress, in accordance with the Charity Objective.</p> <p>As part of our focus on rising energy costs as mentioned above, in November 2022, WLC connected with The Fuel Bank Foundation to explore how the two organizations could help those most in need in our community. An agreement was reached to make sure that those in fuel crisis are given the support they need through the coming winter months. We plan to run a pilot scheme, engaging all local state schools this coming winter / spring.</p>
Policy on social investment including program related investment	Para 1.38	<p>The Churchfields Allotment site is at the centre of the Weybridge community. As well as renting out allotments of various sizes to local residents, we are also landlords to the Clubhouse Project (a local charity helping adults with learning difficulties) and Weybridge Men Shed. In addition, we are also engaged with the Community Payback Program.</p> <p>WLC has increased its social media presence over the last year. Our partnership with Fuelbank has given us a positive story to tell online. We have also engaged in community events to raise awareness of the Charity, its initiatives, and goals.</p> <p>WLC plan to develop its online presence further, hence the need for a social media policy as mentioned previously.</p>
Contribution made by volunteers	Para 1.38	<p>All trustees are volunteers, and we value the contribution made by our trustees and our volunteers. In addition, we have a Tenants Advisory Group who monitor activity and need on the allotments.</p> <p>The charity also has two advisors to provide extra specialist insight to WLC board but without needing to commit to the responsibilities of being a trustee: Gareth Lamb Wincent Lau</p>
Other		

Achievements and Performance

	SORP reference	

<p>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.</p>	<p>Para 1.20</p>	<p>WLC continues to support local schools and organizations including Foodbank and CAEW (Citizens Advice Elmbridge West). Our greatest achievement this year has been to form a partnership with The Fuelbank Foundation. FBF have been really positive and supportive regarding the already established model of support in our area (i.e. partnership with schools) that they have not only committed to partnering with us but have offered to fund payments to those in fuel crisis in KT13.</p> <p>Our relationship with schools was of particular interest to The Fuelbank Foundation, as it represents a new way of working for them that isn't currently in place anywhere else. They were also keen on partnering with our Charity as, while they are very active in more deprived areas in the UK, they are keen to also help in areas of seemingly high wealth but where there are people at risk of being in fuel crisis</p> <p>In April 2022 WLC made a grant of £10,000 to Citizens Advice Elmbridge West (CAEW) to enable CAEW to pilot an outreach service in Weybridge. The particular focus funded by WLC is services to people with complex needs in KT13. The pilot started in September 2022 and will report in July 2023. This was identified as a project to improve access to CAEW services and advice for Weybridge residents with complex needs. The CAEW office is in a neighboring town which presents a barrier to access to services for Weybridge residents.</p> <p>The Charity also continued to provide support for fresh food at Christmas to families at local schools along with access to funds for emergency essential purchases such as school uniforms.</p> <p>The Charity has experienced challenges with beneficiaries understanding what is required to report back on as to how and when funding has been used. Efforts are being made by the Charity to simplify the approach, make use of a template, and spend longer explaining this before any funds are issued.</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

<p>Achievements against objectives set</p>	<p>Para 1.41</p>	<p>See above. This was an unexpected achievement and has also paved the way for an even greater connection with our local schools. We have also increased our social media presence in the last year, making use of already established local Facebook Groups and have revamped and relaunched our website.</p>
<p>Performance of fundraising activities against objectives set</p>	<p>Para 1.41</p>	<p>The Charity is not currently in fundraising mode</p>

<p>Investment performance against objectives</p>	<p>Para 1.41</p>	<p>The Charity's investment performance, under-performed versus the set target annual return of investments of £50,000 with a performance of £30,967. The previous year also under-performed versus target. It's recognised there were significant global financial market fluctuations which impacted trading and returns, (impact of Covid reduced however impact of Russia – Ukraine was extreme). A review to understand whether the £50,000 target for FY23 is feasible will take place. The Charity continued with a low cost of running with the stand out cost item being legal fees relating to the closure of the onsite trading shop previously being run by WAHGA (WAHGA initiated legal proceedings against WLC to which WLC had to respond. WAHGA subsequently withdrew the proceedings.</p>
<p>Other</p>		<p>Cash collection from Churchfields allotments increased in speed and the ability to track income and spend also improved during FY22. This resulted from WLC taking direct ownership of these matters and making a significant number of process improvements.</p>

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Income was below previous year due to lower performing financial investment portfolio and returns. Day to day operating costs remained low, however there were significant "one off" items, most notably expenditure on legal fees. Net cash and current assets remained strongly and broadly in line with previous years. Grants from WLC were not as high as expected partly due to difficulties in identifying local need. However an anticipated increase in the need for donations from WLC to organisations such as Foodbank in the second half of the year didn't materialise. The trustees believe this resulted from the introduction of government grants and subsidies.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The reserves policy takes into account the working capital required, income reliability, normal outgoings, and potential risk of unusual expenditure.
Amount of reserves held	Para 1.22	£25,000
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	A review took place with Michael Barlow, Fund Manager at JM Finn, to validate and confirm that, despite the fluctuating markets, WLC's financial position would be protected for a number of years through a low risk investment approach.

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	Returns and income from the invested fund is the Charity's primary income source, along with income from Churchfields allotment plot holders.
Investment policy and objectives including any social investment policy adopted	Para 1.46	Low risk approach held to market trading and investments. The financial investment portfolio is balanced across geographies, industries, and asset classes.

<p>A description of the principal risks facing the charity</p>	<p>Para 1.46</p>	<p>Additional costs of running Churchfields (maintenance and improvements) – the site was underinvested for a number of years so expenditure has been increased to improve it. Emergency and planned spending including a number issues including repairs to the water system and installation of new gates to make the site more accessible. Further site expenditure will be required on an ongoing basis. Secondly, the small number of trustees involved in running the Charity may mean additional costs could be incurred to bring in external expertise. Continued market fluctuations create a risk to the level of returns generated by the investment fund.</p>
<p>Other</p>		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Trust Scheme
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	Unincorporated Association
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	Some time ago the Charity Scheme was amended to permit the reduction of EBC (Elmbridge Borough Council) Nominated Trustees from 6 to 2 Trustees, and to enable the appointment of up to 9 Community Trustees. We currently have 2 EBC Nominated Trustees. We are also actively inviting applications for trusteeships from the local community (via social media). Earlier in the year we interviewed 3 people who were interested in becoming trustees. As a result 2 were asked to join the board. They both declined (as referred to previously) due to time restrictions but we are grateful that they have taken on advisory roles and remain connected to the Charity.

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	As a small charity, we don't have a documented induction training policy for new trustees. We are confident that the knowledge we have between us means that we can bring new trustees up to speed very quickly.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	In the year ending 2022 we had 5 trustees: Helen Lamb (Chair) Vicki Macleod (Vicki Gordon Macleod) Murray Law (resigned March 23) Jackie Martin Hilary Butler (EBC Nominated Trustee) Resignations in year: Carlye Case and Steve Fuller Resignations 2023: Murray Law Appointments 2023: Tim Oliver
Relationship with any related parties	Para 1.51	Murray Law - boundary fence, allotment holder, Chair, Weybridge Men Shed (a tenant of WLC), member of WAGHA (Weybridge Allotment Holders and Gardener's Association) Vicki Macleod - member of WAGHA (Weybridge Allotment Holders and Gardeners Association)

Other		This year trustees met formally on a monthly basis, both in person and when necessary, online. Our aim going forward is to have 4 formal meetings per year, and work to a pre-determined meeting and agenda structure.
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Reference and Administrative details

Charity name	Weybridge Land Charity
Other name the charity uses	Weybridge Poors Land Charity
Registered charity number	200270
Charity's principal address	Allotments Gate Curzon Road Weybridge KT13 8UN Surrey

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	Helen Lamb	Chair		
2	Vicki MacLeod			Council nominated
3	Hilary Butler		Appointed June '22	Council nominated
4	Jackie Martin			
5	Murray Law		Resigned Mar '23	
6	Carlye Case		Resigned Sept '22	
7	Tim Oliver		Appointed Mar '23	
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Director name		
N/A	N/A	N/A

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A	N/A	N/A

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

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

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

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Full name(s)

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Position (e.g.
Secretary, Chair,
etc.)

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Date

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