



# Aden Allotments

Aden Community Allotment Association SCIO  
Report and Financial Statements for the  
period from 1 October 2019 to 30 September  
2020

Registered Charity No. SC048430

## Charity Information

Charity Name Aden Community Allotment Association SCIO

Trustees Donald Brown  
Lorna Bruce  
Paula Cordiner  
Jim Dilworth  
James Gardner (1-Oct 2019 to 20-Nov 2019)  
Gordon Ingram  
Gordon Milne  
Liz Scott (co-opted member from 19 Feb 2020)  
Ann-Marie Seward (1-Oct 2019 to 6-Nov 2019)

Charity number SC048430

Principal address

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

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# Trustees Report

The trustees are pleased to present their report together with the financial statements for the period from 1 October 2019 to 30 September 2020.

## Structure, Governance and Management

### Constitution

The Charity is a Scottish Charitable Incorporated Organisation (a SCIO). It was registered in its current legal form on 4 June 2018. It has a two-tier structure consisting of the Members and the Board of Trustees.

### Appointment of trustees

Trustees are appointed in accordance with the constitution.

### Objectives and Activities

#### Charitable purposes

- The provision of recreational facilities, or the organisation of recreational activities, with the object of improving the conditions of life for the persons for whom the facilities or activities are primarily intended.
- The advancement of environmental protection or improvement

### Activities

Aden Community Allotments Association is an allotment site with 70 allotments situated in Mintlaw in the North east of Scotland. Money is raised for the benefit of the allotments, the members and for the wider local community.

This year our fund-raising activities have been severely limited. Our main activity this year was the monthly “Tea in the Cabin” but the last one was held in February all the remaining ones having been cancelled because of Covid-19. Potentially our biggest event, Our Open Day, planned for July also had to be cancelled. This has seriously reduced our income for this year. We also held a Cash Bingo session in February which raised £370. It was planned that this would be the first of many.





Other Activities this year included “Krafty Kabin” meetings for the local community. Activities included things as diverse as, wreath making, making posies, upholstering seats, tree stump houses, breadmaking, Christmas Tree decorations and decoupage. These activities were run mainly as a service to the community rather than fund raising activities. We continue to support the older members who may be isolated or alone. Some are knitting plants, turning wood items or making pictures for us to sell.

Our Open day planned for July was replaced by a “Virtual Open Day” which took the form of video look round the plots. The vegetables and other produce which was grown to sell at the open day was sold at two “Veggie Stall Days” in August. The remaining fruit and Vegetables were donated to a local food bank in early September. [Virtual Open Day Video](#)



### Sharing our learnings

We posted some garden tutorials on line like ‘How to spot blight’ and ‘What to do if your tatties get blight’ on our web site.

We have also worked with three other allotment projects sharing what we have learned on how to set up allotments and how to attract external funding and fill in application forms.

Members of our committee visited Turriff Gardening Club to deliver a presentation on the history of Aden Community Allotment Association. 20 members of the Turriff club attended. The presentation covered a description of ACAA developed from an initial idea to form allotments within Aden Park, how a committee was formed, the steps taken to get the project off the ground and how the project has evolved up to the present day. The presentation was well received and the members presented a cheque for £100 to ACAA by way of thanks.

### Achievements and Performance

Most of the money raised this year has gone towards a new cabin and toilet project which will have an estimated cost between £35k and £40k. This cabin will have 2 toilets (including 1 disabled), a storage area which will rehouse our existing shop and a washing up area. This is a very ambitious project and unfortunately



because Covid-19 has limited our fundraising we are hoping to complete the project at the lower limit by using e.g. second-hand kitchen and bathroom furniture. The progress of the project can be viewed on our photographic diary on our website. We are finally seeing the results of all the hard work and look forward to opening the building when the new season begins.

## Defibrillators



The project had previously raised funds for community defibrillators to be placed in appropriate places throughout the community and in rural venues. Permission and consents were received and the last of these defibrillators were installed in the local villages.

We also donated to

- £200 to support a local family with a child who has Leukaemia
- £200 to MacMillan Cancer Support

We have received grants from

- Buchan Area Committee Project Grant. £2718 for the purchase of tables and benches which will be placed around the allotments for the use of ploholders and visitors. (Although we have bought the furniture the grant has still to be paid into our account)
- Buchan Area Small Grant Scheme. £5280 towards the foundations of our new cabin
- Foundation Scotland North Connect. £1500 for tools and garden equipment available for ploholders to borrow.
- Shell Small Grant Scheme. £750 towards the plumbing in the new cabin  
[Thank You Shell Video](#)
- Aberdeenshire Voluntary Action. £450 for PPE because of Covid-19

We also receive donations from

- AmazonSmile
- Co-op Local Community Fund
- Collecting cans placed in local shops.

We are working with the local community to hold “Take Away Feeds” until we can hold our popular “Tea in the Cabin” events again. Families can pick up the food and take it to an open space to enjoy or just take it home. All the food on offer is homemade by the chairperson, Paula, a professional cook. Her breakfast pies are ideal picnic fodder! It is partly because of the overwhelming success of Tea in the Cabin that the new cabin/toilets project came about.



## Tools Project

Last year we received a grant from Foundation Scotland North Connect for £1500 for tools and garden equipment available for plotholders to borrow. The tools have all been bought but, unfortunately, Covid-19 has delayed they're being made available to plotholders. Hopefully they will be available very soon.



2020 has been another successful growing season in spite of the difficulties individual members faced. We have found health issues of some of our plotholder led to them requesting smaller plots. We continue to work with them to address their difficulties either aiding them till their health improves or offering them smaller growing areas. Our plotholders this year included 2 community groups, SAMH (Mental Health) and Mintlaw Community Church. There is a small shop on site, which sells gardening supplies to members at cost price. This will move into the new cabin with more space when complete. The old shop building will then house equipment purchased for a small tool bank which will be available to borrow for plotholders and park groups. E.g. The equipment was used for a tree planting day in the park before lockdown.

Our site Manger has completed risk assessments and instructions to follow so we can begin to use some of shared tools when circumstances allow.

The allotments worked with our local authority to meet regulations to ensure the safety of the plot holders throughout the pandemic. We were fortunate we could remain open to local plot holders. We obtained a grant to ensure there was sufficient protective equipment available on site. Hand gel dispensers were fixed to the gate, shared taps and community huts.

The plot holders were very aware how many members and visitors were not able to access outdoor spaces. They posted several videos and photograph diaries on line on their web site to let people see what was happening on site and in the park.

We had hoped to increase the number of plots available by splitting larger plots into smaller ones. Again' this has been delayed by Covid-19 because of our volunteers not being able to

work together and also because our reduced fundraising. It now costs £550 to make an additional plot. This includes the cost of a shed, compost bin and waterbutt etc.

### **The Future**

Due to the current restriction we felt it prudent to consider other options to increase our income these include

- Sale of Notelets produced from members photographs of the allotments
- Producing an allotment related cookery book to be sold in time for Christmas.

We have started developing our outdoor space looking forward to moving into the recovery phase. We are installing benches and tables around the site so visitors and ploholders can enjoy the outdoor space safely.

Over the past three years we have had an extremely active and successful committee. We have started putting steps in place to consider succession so that the whole committee does not change at once. We want to encourage the new members ship to get more involved in the administrative and funding raising side of the project. We will do this by encouraging our membership to be more involved on the working groups with a view to taking on a committee role when they are ready. We will work with Buchan Development Partnership to provide training for new committee members if required.

The group intend holding a virtual AGM. Our project will feature in Third Sector week, an online celebration in Aberdeenshire which showcases what community groups can do and promotes the value of the Third Sector.

Approved by the Trustees and signed on their behalf by:

A black rectangular box redacting the signature of Donald Brown.

Donald Brown

Secretary

5th November 2020



**Independent examiner's report on the accounts** v2

Report to the trustees/members of  
Registered charity number  
On the accounts of the charity for the period  
Set out on pages

Charity name  
**ADEN COMMUNITY ALLOTMENT ASSOCIATION SCIO.**

SC  
**048430**

Period start date			Period end date			
Day	Month	Year	to	Day	Month	Year
<b>1</b>	<b>OCTOBER</b>	<b>2019</b>	<b>to</b>	<b>30</b>	<b>SEPTEMBER</b>	<b>2020</b>

(remember to include the page numbers of additional sheets)

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) 2005 Act and the Charities Accounts (Scotland) Regulations 2006 (as amended). The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination is carried out in accordance with Regulation 11 of the 2006 Accounts Regulations. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeks 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, I do not express an audit opinion on the view given by the accounts.

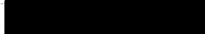
Independent examiner's statement

In the course of my examination, no matter has come to my attention [~~other than that disclosed on the attached page\*~~]

1. which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
  - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations

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.

Signed: 

Date: **27/10/2020**

Name: **Isia Mawat**

Relevant professional qualification(s) or body (if any):

Address: 

\*Please delete the words in the brackets if they do not apply. If the words do apply, set out those matters which have come to your attention on the following page.

## APPENDIX 3

### Disclosure section

Only complete if the examiner needs to highlight material problems.

Give here brief details of  
any items that the  
examiner wishes to  
disclose

## Aden Community Allotments Association SCIO

SC048430



Receipts and payments accounts		
For the period from	Period start date	Period end date
		1st October 2019

## Section A Statement of receipts and payments

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total funds current period to nearest £	Total funds last period to nearest £
<b>A1 Receipts</b>						
Donations	407	1,086			1,493	
Legacies					-	
Grants	450	6,030			6,480	
Receipts from fundraising activities	2,328	5,160			7,488	
Gross trading receipts	58				58	
Income from investments other than land and buildings					-	
Rents from plots	3,195				3,195	
Gross receipts from other charitable activities 292					-	
shop					-	
<b>A1 Sub total</b>	<b>6,438</b>	<b>12,276</b>	<b>-</b>	<b>-</b>	<b>18,714</b>	<b>-</b>
<b>A2 Receipts from asset &amp; investment sales</b>						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
<b>A2 Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>6,438</b>	<b>12,276</b>	<b>-</b>	<b>-</b>	<b>18,714</b>	<b>-</b>
<b>A3 Payments</b>						
Expenses for fundraising activities	100				100	
Gross trading payments	6,894	23,325			30,219	
Investment management costs					-	
Payments relating directly to charitable activities					-	
Grants made by ACAA	520				520	
Governance costs:					-	
Audit / independent examination	45				45	
Dontions made by ACCA					-	
Legal costs					-	
Other defib					-	
rent					-	
<b>A3 Sub total</b>	<b>7,559</b>	<b>23,325</b>	<b>-</b>	<b>-</b>	<b>30,884</b>	<b>-</b>
<b>A4 Payments relating to asset and investment movements</b>						
Purchases of fixed assets					-	
Purchase of investments					-	
<b>A4 Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>7,559</b>	<b>23,325</b>	<b>-</b>	<b>-</b>	<b>30,884</b>	<b>-</b>
<b>Net receipts / (payments)</b>	<b>(1,121)</b>	<b>(11,049)</b>	<b>-</b>	<b>-</b>	<b>(12,170)</b>	<b>-</b>
<b>A5 Transfers to / (from) funds</b>	<b>(10,162)</b>	<b>10,162</b>			<b>-</b>	
<b>Surplus / (deficit) for year</b>	<b>(11,283)</b>	<b>(887)</b>	<b>-</b>	<b>-</b>	<b>(12,170)</b>	<b>-</b>

**Section B Statement of balances**

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
<b>B1 Cash funds</b>	Cash and bank balances at start of year	13,657	13,676			27,333	
	Surplus / (deficit) shown on receipts and payments account	(11,283)	(887)			(12,170)	
						-	
						-	
	<b>Cash and bank balances at end of year</b>	<b>2,374</b>	<b>12,789</b>	<b>-</b>	<b>-</b>	<b>15,163</b>	<b>-</b>
	(Agree balances with receipts and payments account(s))	-	-	-	-	-	-

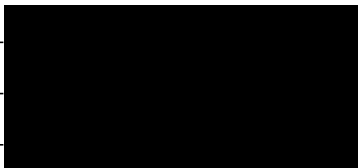
B2 Investments	Details	Fund to which asset belongs	Market valuation	Last year
			to nearest £	to nearest £
		<b>Total</b>	-	-

B3 Other assets	Details	Fund to which asset belongs	Cost (if available)	Current value (if available)	Last year
			to nearest £	to nearest £	to nearest £
		<b>Total</b>	-	-	-

B4 Liabilities	Details	Fund to which liability relates	Amount due	Last year
			to nearest £	to nearest £
		<b>Total</b>	-	-

B5 Contingent liabilities	Details	Fund to which liability relates	Amount due (estimate)	Last year
			to nearest £	to nearest £
		<b>Total</b>	-	-

Signed by one or two trustees on behalf of all the trustees

	Print Name	Date of approval
	LORNA MCK BRUCE	5/11/2020
	Donald Brown	5/11/2020

**Section C Notes to the Accounts**

**C1 Nature and purpose of funds** (may be stated on analysis of funds worksheets)

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**C2 Grants**

Type of activity or project supported	Individual / institution	Number of grants made	£
<b>Total</b>			-

**C3a Trustee remuneration**

If no remuneration was paid during the period to any charity trustee or person connected to a trustee cross this box (otherwise complete section 3b)	
--	--

**C3b Trustee remuneration - details**

Authority under which paid	£

**C4a Trustee expenses**

If no expenses were paid to any charity trustee during the period then cross this box (otherwise complete section 4b)	
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**C4b Trustee expenses - details**

	Number of trustees	£

**C5 Transactions with trustees and connected persons**

Nature of relationship	Nature of transaction	Transaction amount (£)	Balance outstanding at period end (£)

**C6 Other information**

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**Additional analysis (2)**

**5 Breakdown of unrestricted funds**

		Unrestricted fund 3 - enter name of fund below	Unrestricted fund 4 - enter name of fund below		Total unrestricted funds	Total unrestricted funds last period
<b>Receipts</b>						
Donations	407				407	
Legacies					-	
Grants	450				450	
Receipts from fundraising activities	2,328				2,328	
Gross trading receipts					-	
buildings					-	
Rents from Plots	3,195				3,195	
Gross receipts from other charitable activities					-	
<b>Sub total</b>	<b>6,380</b>	-	-	-	<b>6,380</b>	-
					cross ref error	
<b>Receipts from asset &amp; investment sales</b>						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
<b>Sub total</b>	<b>-</b>	-	-	-	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>6,380</b>	-	-	-	<b>6,380</b>	-
					cross ref error	
<b>Payments</b>						
Expenses for fundraising activities	100				100	
Gross trading payments	6,836				6,836	
Investment management costs					-	
Payments relating directly to charitable activities					-	
Grants and donations	520				520	
Governance costs:					-	
Audit / independent examination	45				45	
Preparation of annual accounts					-	
Legal costs					-	
					-	
					-	
<b>Sub total</b>	<b>7,501</b>	-	-	-	<b>7,501</b>	-
					cross ref error	
<b>Payments relating to asset and investment movements</b>						
Purchases of fixed assets					-	
Purchase of investments					-	
<b>Sub total</b>	<b>-</b>	-	-	-	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>7,501</b>	-	-	-	<b>7,501</b>	-
					cross ref error	
<b>Net receipts / (payments)</b>	<b>(1,121)</b>	-	-	-	<b>(1,121)</b>	-
<b>Transfers to / (from) funds</b>	<b>(10,162)</b>				<b>(10,162)</b>	
<b>Surplus / (deficit) for year</b>	<b>(11,283)</b>	-	-	-	<b>(11,283)</b>	-

Nature and purpose of funds

Aden Community Allotments Association SCIO

SC048430

**Additional analysis (3)**

**6 Breakdown of restricted funds**

	Restricted fund 1 - enter name of fund below	Restricted fund 2 - enter name of fund below	Restricted fund 3 - enter name of fund below	Restricted fund 4 - enter name of fund below	Total restricted funds	Total restricted funds last period
	New Cabin & Toilet Project	Tools Project				
<b>Receipts</b>						
Donations	4,746				4,746	
Legacies					-	
Grants	6,030				6,030	
Receipts from fundraising activities					-	
Gross trading receipts	1,500				1,500	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
<b>Sub total</b>	<b>12,276</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>12,276</b>	<b>-</b>
<b>Receipts from asset &amp; investment sales</b>						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>12,276</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>12,276</b>	<b>-</b>
<b>Payments</b>						
Expenses for fundraising activities					-	
Gross trading payments	21,717	1,608			23,325	
Investment management costs					-	
Payments relating directly to charitable activities					-	
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
					-	
					-	
<b>Sub total</b>	<b>21,717</b>	<b>1,608</b>	<b>-</b>	<b>-</b>	<b>23,325</b>	<b>-</b>
<b>Payments relating to asset and investment movements</b>						
Purchases of fixed assets					-	
Purchase of investments					-	
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>21,717</b>	<b>1,608</b>	<b>-</b>	<b>-</b>	<b>23,325</b>	<b>-</b>
<b>Net receipts / (payments)</b>	<b>(9,441)</b>	<b>(1,608)</b>	<b>-</b>	<b>-</b>	<b>(11,049)</b>	<b>-</b>
<b>Transfers to / (from) funds</b>	<b>8,554</b>	<b>1,608</b>			<b>10,162</b>	
<b>Surplus / (deficit) for year</b>	<b>(887)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(887)</b>	<b>-</b>

Nature and purpose of funds