



LAVENHAM PARISH COUNCIL

Andrew Smith

Clerk to the Council

Telephone: 01787 247041

Email: andrew.smith@lavenham-pc.gov.uk

GRANT APPLICATION FORM

Please complete all questions including signing and dating the declaration at the end of the form. Where a question is not applicable, please enter N/A on the form.

If you wish to provide additional information or expand on a question, please provide an attached sheet.

Please refer to the Council's Grant Policy for full terms and conditions of grants and details of what documentation needs to be included with your application

Submission of this application does not mean that an award will be granted. Grants are awarded at the Council's discretion. Only one project per application will be considered.

Section A: Organisation Information	
Name of Group/Organisation:	Lavenham Community Hub Community Land Trust Ltd
Contact Name:	Tracey Brinkley
Position:	Chair of Trustees
Postal Address:	2 Lady Street Lavenham CO10 9RA
Telephone Landline and Mobile:	01787 249939 07774561037 (Tracey)
Email:	Lavenhamhub@gmail.com
Website:	https://www.lavenhamvip.com
Brief description of your group/organisation's main purposes/activities:	
The Hub provides free space for the Outreach Post Office – which offers the full range of post office services and is vital for local residents and businesses. It also offers Visitor Information through maps, walking guides and local history information. It provides a physical space where local clubs, associations, societies and groups can advertise events and activities.	

List all Officers of the Organisation and their positions:	Chair - Tracey Brinkley Treasurer - Danielle Twitchen Honorary Secretary - Jackie Kirk Trustees - Phil Dash, Sue Heald, Sally Horsnell
Number of active participants in the group/organisation's main purposes/activities a) monthly b) annually	Average monthly users 2025-26 Post office: 545 Hub: 481 Annually: Post Office: 6537 Hub: 5779
The organisation/group has a Bank Account in its own name (Yes/No)	Yes
Bank statements for the last three months have been attached (Yes/No)	Yes
Accounts for the organisation/group have been attached (Yes/No)	Yes

Section B: Project Information
Amount requested: £2,000
The Hub strives to be self supporting through the trading activities of Past Post Presents the trading arm of the Trust, and through donations the Hub receives directly. Historically it has achieved this. It does rely on the level of donations to achieve this, with the level of donations varying from year to year. It is therefore sensible to reduce its reliance on donations which cannot be guaranteed by securing grant funding where possible. We are therefore seeking some grant support from the Parish Council to help underwrite our core costs, and ensure this vital asset for the community can continue into the future. It is also anticipated that additional funding may be required to address the outdated structure of the Hub - that being The Lavenham Community Hub Community Land Trust Ltd which is in fact a Community Benefit Society and regulated by the FCA, and its separate subsidiary company which is Past Post Presents Ltd. This structure was required due to an issue with the Rules used for the CBS which prevented the Hub from trading. This structure of having a subsidiary company increases the audit requirements imposed by the FCA so that a full Audit is required. The requirements and costs have gradually increased with the latest audit costing £3,500. Advice has been obtained from Community Action Suffolk and The Plunkett Foundation and the Hubs Accountants on how this issue can be resolved, and thereby streamline how it functions and reduce costs. There are various options which are possible and being investigated further - an application to the Charity Commission is pending, and the option of establishing a CIC, in both cases a new organisation would be created and the functions of the two existing organisations would be transferred over and then old organisations they would be wound up. The ongoing audit requirements for the new organisation are significantly lower and will be under £500. There will be some one off costs associated with the professional fees for legal and financial advice to oversee this transfer and we are currently obtaining quotes for these costs.

Explain the extent to which the costs have been estimated and list the quotations which have been obtained from suppliers:

Looking at the last financial year ending March 2026 - The annual core running costs of The Hub were £7,300, the trading income obtained from Past Post Presents was £4,000, with donations totalling over £7,000. In previous years donations have varied in the year ending 2025 they were £3,500 and in the year ending 2024 they were £5,950.

Describe how this project will assist at least one of those in the Council's key target areas of: children and young people, people with special needs, older people and extra-curricular activities for schoolchildren:

By supporting the Hub with this financial contribution it will ease the pressure on all the volunteer staff to fundraise and secure high levels of donations, as it will provide reassurance that all running costs can be covered.

The Hub itself provides opportunities for local people to volunteer and benefit their wellbeing. It supports local groups by promoting their activities and thereby supports a wide cross section of client groups. The Post Office in particular provides an important service to the older members of the community as it provides local banking services and cash withdrawal services which are of particular benefit to them.

Describe how this project will promote social inclusiveness, enhance community well-being, promote measures to mitigate climate change, promote awareness and attractiveness of the village, provide vital services or improve facilities in the village:

The Hub works to maintain and strengthen village life: preserving and promoting heritage, supporting social connection, giving access to services and information and supporting community resilience. It provides a valuable resource to both residents and visitors about local walks and events, local businesses and places to eat and drink. It also supports the local economy by providing a shop window for local artisans and craftspeople to display and sell their products. The provision of the Post Office service is also vital to local residents and businesses alike.

Describe the efforts that have been made to obtain alternative funds. This should include efforts to obtain funding from other bodies and from participants. If funds have been raised the amounts raised must be detailed:

As has been detailed above significant efforts are made to secure donations through the Hub – encouraging visitors to make donations for the leaflet service, and general donations, and the sale of donated items totalling £630 last year. Volunteers also run Tours throughout the summer which last year secured £920, The Hub is also signed up to external fundraising sources - Easyfundraising provided £400, and Neighbourly £700. Then large donations from The Hidden Gardens, the Sale of the Lavenham Robins and from the Lavenham Society totalled £4,578.

Other funding sources have been secured recently with £590 being secured from Babergh District Councillors Locality Budgets to cover the cost of purchasing a Laptop to support the running of the Hub on a day to day basis, and the work of the Chairman and Treasurer for record keeping.

Further Grant applications have been made to the Co-op Community Fund 2026-27 year. Others are being investigated.

Explain how the organisation will be self-funding in the future i.e., how the organization has long-term viability: Due to the size of the building and the need to ensure it does not compete with other shops and businesses its income generating possibilities are limited. The Hub has been in existence since 2018, and has strived to generate as much income from the sale of goods in the shop, and from fundraising by volunteers from Tours etc and has done this successfully. Due to the nature of its operation, which is to provide vital services to the local community ie providing a free space to secure the provision of the Post Office and providing information services to visitors and local people, it will always be reliant on donations and grant opportunities to sustain its activities.
Describe the actions the organisation/group will need to take if this application is unsuccessful: It will continue to maximise its income potential from the shop and volunteer fundraising activities, and work to secure donations wherever possible, and closely monitor other grant funding opportunities.

Section C: Declaration	
We confirm that we have read and accept the Conditions contained within the Grants Policy and will comply with these conditions in full. Any non-compliance will be immediately reported to the Council. We understand that should any information contained on this form be incorrect that any Grant Money received will be immediately refundable, in full, to the Council.	
Officer 1: Name and Signature	 Tracey Brinkley
Officer 2: Name and Signature	Danielle Twitchen
Date:	13.7.26

Lavenham Community Hub Community Land Trust Limited
Group Financial Statements
31 March 2025

Lavenham Community Hub Community Land Trust Limited

Financial Statements

Year from 1 April 2024 to 31 March 2025

Contents	Page
Management committee report	1
Independent auditor's report to the society	4
Consolidated Statement of comprehensive income	8
Consolidated Statement of financial position	9
Company Statement of financial position	10
Notes to the financial statements	11
The following pages do not form part of the financial statements	
Detailed income statement	16

Lavenham Community Hub Community Land Trust Limited

Management Committee Report

Year from 1 April 2024 to 31 March 2025

The trustees present their report and the financial statements of the Society for the year ended 31 March 2025. The Society is registered under the Co-operative and Community Benefits Societies Act 2014 under registration number RS007867.

Principal activities

The principal activity of the Society during the year was to provide and run a building for the benefit of the community and businesses of Lavenham and to provide a space for an Outreach Post Office.

Trustees

The trustees who served the Society during the period were as follows:

Mrs L Morris	(Chairperson)
Mr P Sturgeon	(Resigned 28/10/2024)
Mr J Reed	(Resigned 28/10/2024)
Mr P Dash	
Mrs S A Horsnell	(Appointed 23/10/2024)
Honorary Secretary	
Mrs J Kirk	

Governance

The Lavenham Community Hub Community Land Trust Limited ("The Society") is incorporated under the Co-operative and Community Benefits Societies Act 2014 and is regulated by the Financial Conduct Authority. It shall not trade for profit, and nothing shall be paid or transferred by way of profit to its members.

Review of activities and performance

Following the purchase of 2, Lady Street, Lavenham by Lavenham Parish Council the Society entered into a tenancy for the building on 24 May 2019. A space is given over, free of charge, to an Outreach Post Office which operates from the building for twelve hours weekly. The provision of a central point for the community is becoming known, and used, by various clubs and associations to advertise their activities. The building was previously run by Babergh District Council as a tourist information centre. This function has also been incorporated into the project as a visitor information point. Visitors to the village and surrounding area are given information and advice on the activities available, places to visit, eat and stay. Following a brief spell with a paid manager the project is now run purely by volunteers.

The Society had no grants received in the year, and donations of £3,503. Administrative expenses for the year were £9,427.

Dividends

Under the Rules of the Society no dividends are payable to the members.

Board of management and their interest in the Society

On 5 December 2019 it was agreed that membership shares of the value of £1 each were to be issued to members of the Board.

Lavenham Community Hub Community Land Trust Limited

Management Committee Report *(continued)*

Year from 1 April 2024 to 31 March 2025

Management committee's responsibilities statement

The management committee is responsible for preparing the management committee report and the financial statements in accordance with applicable law and regulations and the rules of the Society as registered with the Financial Conduct Authority on 5 November 2018.

Co-operative and Community Benefit Society legislation requires the management committee to prepare financial statements for each financial period. Under that law the management committee has elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under Co-operative and Community Benefit Society legislation the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the society and the profit or loss of the society for that period.

In preparing these financial statements, the management committee are required to:

- select suitable accounting policies and then apply them consistently;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the society will continue in business.

The management committee is responsible for keeping adequate accounting records that are sufficient to show and explain the society's transactions and disclose with reasonable accuracy at any time the financial position of the society and enable them to ensure that the financial statements comply with the Co-operative and Community Benefit Societies Act 2014. They are also responsible for safeguarding the assets of the society and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Auditor

Each of the persons who is a trustee at the date of approval of this report confirms that:

- so far as they are aware, there is no relevant audit information of which the society's auditor is unaware; and
- they have taken all steps that they ought to have taken as a trustee to make themselves aware of any relevant audit information and to establish that the society's auditor is aware of that information.

The auditor is re-appointed in accordance with section 93 of the Co-operative and Community Benefit Societies Act 2014.

Lavenham Community Hub Community Land Trust Limited

Management Committee Report *(continued)*

Year from 1 April 2024 to 31 March 2025

Public Benefit Statement

The Society seek to operate for the benefit of the community, primarily that in and around Lavenham, Suffolk.

This report was approved by the management committee on 29/9/25 and signed on behalf of the board by:

L. Morris

Mrs L Morris
Chairperson

Registered office:
50 High Street
Lavenham
Suffolk
CO10 9PY

Lavenham Community Hub Community Land Trust Limited
Independent Auditor's Report to Lavenham Community Hub Community Land
Trust Limited

Year from 1 April 2024 to 31 March 2025

Opinion

We have audited the financial statements of Lavenham Community Hub Community Land Trust Limited (the 'society') for the year ended 31 March 2025 which comprise the statement of comprehensive income, statement of financial position, statement of changes in equity and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the society's affairs as at 31 March 2025 and of its income and expenditure for the period then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Co-operative and Community Benefit Societies Act 2014.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the respective responsibilities of management committee and auditor section of our report. We are independent of the society in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the directors' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the directors with respect to going concern are described in the relevant sections of this report.

Lavenham Community Hub Community Land Trust Limited

Independent Auditor's Report to Lavenham Community Hub Community Land Trust Limited *(continued)*

Year from 1 April 2024 to 31 March 2025

Other information

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The management committee is responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements, or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the society and its environment obtained in the course of the audit, we have not identified material misstatements in the management committee report.

We have nothing to report in respect of the following matters in relation to which the Co-operative and Community Benefit Societies Act 2014 requires us to report to you if, in our opinion:

- the society has not kept proper books of account or has not maintained a satisfactory system of control over its transactions; or
- the financial statements are not in agreement with the society's books of account; or
- we fail to obtain all the information and explanations which, to the best of our knowledge and belief, are necessary for the purposes of our audit.

Responsibilities of the management committee

As explained more fully in the management committee's responsibilities statement, the management committee is responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the management committee determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the management committee is responsible for assessing the society's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the management committee either intend to liquidate the society or to cease operations, or have no realistic alternative but to do so.

Lavenham Community Hub Community Land Trust Limited

Independent Auditor's Report to Lavenham Community Hub Community Land Trust Limited (continued)

Year from 1 April 2024 to 31 March 2025

Responsibilities of the auditor

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

We assessed and concluded that the Company's key area was in relation to its ability to raise funds to support the community purpose of the company. Our audit tests were undertaken to review and ensure any relevant amounts were accounted for.

We assessed the susceptibility of the Company's financial statements to material misstatement, including how fraud might occur. Audit procedures by the engagement team included identifying and assessing the design effectiveness of controls management has in place to prevent and detect fraud; understanding how those charged with governance considered and addressed the potential for override of controls or other inappropriate influence over the financial reporting process; challenging assumptions and judgements made by management in its significant accounting estimates; identifying and testing unusual value entries, in particular and entries posted with unusual account combinations; and assessing the extent of compliance with the relevant laws and regulations. The size of the company and quantity of transactions indicated a low level of material risk.

Other matters which we are required to address

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Lavenham Community Hub Community Land Trust Limited
Independent Auditor's Report to Lavenham Community Hub Community Land
Trust Limited *(continued)*

Year from 1 April 2024 to 31 March 2025

Use of our report

This report is made solely to the society, in accordance with section 87 of the Co-operative and Community Benefit Societies Act 2014. Our audit work has been undertaken so that we might state to the society those matters we are required to state to it in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the society, for our audit work, for this report, or for the opinions we have formed.



Vincent Chandler FCA FCCA (Senior Statutory Auditor)

For and on behalf of
Moore Green
Chartered accountants & statutory auditor
22 Friars Street
Sudbury
Suffolk
CO10 2AA

07.10.2025
.....

Lavenham Community Hub Community Land Trust Limited

Consolidated Statement of Comprehensive Income

Year from 1 April 2024 to 31 March 2025

		Year to 31 Mar 25	Year to 31 Mar 24
	Note	£	£
Turnover		15,961	20,906
Cost of sales		6,296	6,128
Gross profit		9,665	14,778
Administrative expenses		9,427	10,396
Operating profit/(loss)		238	4,382
Profit/(loss) before taxation	5	238	4,382
Tax on profit		(21)	(4)
Profit/(loss) for the financial period and total comprehensive income		217	4,378

The society has no other recognised items of income and expenses other than the results for the period as set out above.

Lavenham Community Hub Community Land Trust Limited

Consolidated Statement of Financial Position

31 March 2025

		31 Mar 25	31 Mar 24
	Note	£	£
Fixed assets			
Tangible assets	6	1,432	1,685
Current assets			
Stock		4,824	3,836
Debtors		127	-
Cash at bank and in hand		9,264	9,166
		<u>14,275</u>	<u>13,004</u>
Creditors: amounts falling due within one year	9	3,684	2,882
Net current assets		<u>10,591</u>	<u>10,122</u>
Total assets less current liabilities		<u>12,023</u>	<u>11,807</u>
Provisions		<u>11</u>	<u>13</u>
Net assets		<u>12,012</u>	<u>11,794</u>
Capital and reserves			
Called up share capital		9	9
Profit and loss account		<u>12,003</u>	<u>11,786</u>
Members funds		<u>12,012</u>	<u>11,794</u>

These financial statements have been prepared in accordance with Section 1A of FRS 102. 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

These financial statements were approved by the management committee and authorised for issue on 29/9/25, and are signed on their behalf by:

Mrs L Morris
Chairperson

L. Morris

Mr P Dash
Member

Philip Dash

Mrs J Kirk
Honorary Secretary

J. Kirk

Registration number: RS007867

Lavenham Community Hub Community Land Trust Limited

Company Statement of financial position

31 March 2025

		31 Mar 25	31 Mar 24
	Note	£	£
Fixed assets			
Tangible assets	6	1,376	1,619
Investment assets	7	1	1
Current assets			
Debtors	8	7,437	7,256
Cash at bank and in hand		6,051	5,116
		<u>13,488</u>	<u>12,366</u>
Creditors: amounts falling due within one year	9	3,000	2,250
Net current assets		<u>10,488</u>	<u>10,116</u>
Total assets less current liabilities		<u>11,865</u>	<u>11,736</u>
Net assets		<u>11,865</u>	<u>11,736</u>
Capital and reserves			
Called up share capital		9	9
Profit and loss account		<u>11,856</u>	<u>11,727</u>
Members funds		<u>12,865</u>	<u>11,736</u>

These financial statements have been prepared in accordance with Section 1A of FRS 102, 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

These financial statements were approved by the management committee and authorised for issue on:29/9/25....., and are signed on their behalf by:

Mrs L Morris
Chairperson *L. Morris*

Mr P Dash
Member

Mrs J Kirk
Honorary Secretary

J.K

Philip Dash

Registration number: RS007867

Lavenham Community Hub Community Land Trust Limited

Notes to the Financial Statements

Year from 1 April 2024 to 31 March 2025

1. General information

The society is registered under the Co-operative and Community Benefit Societies Act 2014. The address of the registered office is 50 High Street, Lavenham, Suffolk, CO10 9PY.

2. Statement of compliance

These financial statements have been prepared in compliance with Section 1A of FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland'.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through profit or loss.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Disclosure exemptions

The parent company satisfies the criteria of being a qualifying entity as defined in FRS 102. As such, advantage has been taken of the following reduced disclosures available under FRS 102:

- (a) Disclosures in respect of each class of share capital have not been presented.
- (b) No cash flow statement has been presented for the company.
- (c) Disclosures in respect of financial instruments have not been presented.
- (d) No disclosure has been given for the aggregate remuneration of key management personnel.

Consolidation

The financial statements consolidate the financial statements of Lavenham Community Hub Community Land Trust Limited and all of its subsidiary undertakings.

The results of subsidiaries acquired or disposed of during the year are included from or to the date that control passes.

The parent company has applied the exemption contained in section 408 of the Companies Act 2006 and has not presented its individual profit and loss account.

Revenue recognition

Revenue is recognised when it is received in respect of grants and donations.

Revenue from the sale of goods by the subsidiary is recognised when the significant risks and rewards of ownership have transferred to the buyer (usually on despatch of the goods); the amount of revenue can be measured reliably; it is probable that the associated economic benefits will flow to the entity; and the costs incurred or to be incurred in respect of the transactions can be measured reliably.

Lavenham Community Hub Community Land Trust Limited

Notes to the Financial Statements *(continued)*

Year from 1 April 2024 to 31 March 2025

3. Accounting policies *(continued)*

Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other comprehensive income and accumulated in equity, except to the extent it reverses a revaluation decrease of the same asset previously recognised in profit or loss. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other comprehensive income to the extent of any previously recognised revaluation increase accumulated in equity in respect of that asset. Where a revaluation decrease exceeds the accumulated revaluation gains accumulated in equity in respect of that asset, the excess shall be recognised in profit or loss.

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Equipment - 15% reducing balance

Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the society are assigned to those units.

Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as a finance cost in profit or loss in the period in which it arises.

4. Employee numbers

The average number of persons employed by the society during the period amounted to 3 (2024: 5).

Lavenham Community Hub Community Land Trust Limited

Notes to the Financial Statements *(continued)*

Year from 1 April 2024 to 31 March 2025

5. Profit before taxation

Profit before taxation is stated after charging:

	31 Mar 25		31 Mar 24	
	Group £	Company £	Group £	Company £
Depreciation of tangible assets	253	243	297	286

No members of the Board received any remuneration from the Society during the year.

6. Tangible assets

Equipment	Group £	Company £
Cost		
At 31 March 2024	3,046	2,898
Additions	-	-
At 31 March 2025	3,046	2,898
Depreciation		
At 31 March 2024	1,361	1,279
Charge for the year	253	243
At 31 March 2025	1,614	1,522
Carrying amount		
At 31 March 2024	1,685	1,619
At 31 March 2025	1,432	1,376

7. Investments

The group has no investments.

Company	Shares group undertakings £
Cost	
At 31 March 2024 & 31 March 2025	1
Impairment	
At 31 March 2024 & 31 March 2025	-
Carrying amount	
At 31 March 2024 & 31 March 2025	1

The company owns 100% of the ordinary share capital in Past, Post, Presents Limited, a UK incorporated company.

Lavenham Community Hub Community Land Trust Limited

Notes to the Financial Statements *(continued)*

Year from 1 April 2024 to 31 March 2025

8. Debtors

	31 Mar 25		31 Mar 24	
	Group £	Company £	Group £	Company £
Prepayments	-	187	-	-
Amounts owed by group undertakings	-	7,250	-	7,250
	<u>-</u>	<u>7,437</u>	<u>-</u>	<u>7,250</u>

9. Creditors: amounts falling due within one year

	31 Mar 25		31 Mar 24	
	Group £	Company £	Group £	Company £
Accruals and deferred income	3,660	3,000	2,880	2,250
Corporation tax	24	-	2	-
	<u>3,684</u>	<u>3,000</u>	<u>2,882</u>	<u>2,250</u>

Lavenham Community Hub Community Land Trust Limited

Management Information

Year from 1 April 2024 to 31 March 2025

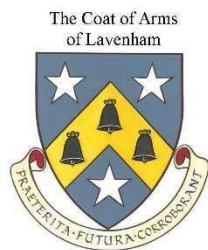
The following pages do not form part of the financial statements.

Lavenham Community Hub Community Land Trust Limited

Consolidated Detailed Income Statement

Year from 1 April 2024 to 31 March 2025

	Year to 31 Mar 25 £	Year to 31 Mar 24 £
Turnover		
Grant income	-	3,000
Donations received	3,503	5,950
Sales	12,458	11,956
	<u>15,961</u>	<u>20,906</u>
Cost of sales		
Opening Stock	3,836	3,533
Purchases	7,284	6,431
Closing Stock	(4,824)	(3,836)
	<u>6,296</u>	<u>6,128</u>
Gross profit	9,665	14,778
Overheads		
Administrative expenses		
Rates and water	292	293
Light and heat	1,433	1,675
Insurance	524	488
Repairs and maintenance	25	710
Telephone	696	629
Office expenses	-	120
Advertising	72	1,062
Printing postage and stationery	343	502
Sundry expenses	351	294
Bank charges	707	803
Legal and professional fees	591	628
Accountancy fees	690	660
Audit fees	3,450	2,235
Depreciation of tangible assets	253	297
	<u>9,427</u>	<u>10,396</u>
Profit/(loss) on society activities	<u>238</u>	<u>4,382</u>
Operating profit/(loss)	<u>238</u>	<u>4,382</u>
Profit/(loss) before taxation	<u><u>238</u></u>	<u><u>4,382</u></u>



LAVENHAM PARISH COUNCIL

Andrew Smith

Clerk to the Council

Telephone: 01787 247041

Email: andrew.smith@lavenham-pc.gov.uk

GRANT APPLICATION FORM

Please complete all questions including signing and dating the declaration at the end of the form. Where a question is not applicable, please enter N/A on the form.

If you wish to provide additional information or expand on a question, please provide an attached sheet.

Please refer to the Council's Grant Policy for full terms and conditions of grants and details of what documentation needs to be included with your application

Submission of this application does not mean that an award will be granted. Grants are awarded at the Council's discretion. Only one project per application will be considered.

Section A: Organisation Information	
Name of Group/Organisation:	Lavenham Community Allotments Association
Contact Name:	Rosanna Stacey
Position:	Treasurer
Postal Address:	1 Bolton Street Lavenham CO10 9RG
Telephone Landline and Mobile:	07921906690
Email:	Lavenhamcommunityallotments@gmail.com
Website:	

Brief description of your group/organisation's main purposes/activities: <i>To manage the Community Allotments on behalf of the Parish Council. To enable residents from all backgrounds to have the opportunity to rent an allotment and learn to grow food for their family. To provide a safe and secure environment for residents of Lavenham to enjoy cultivating and being part of an inclusive community. We want to work with the local woodland project which is adjacent to our site to continue their hard work on managing the area for everyone to enjoy. We also hope to get the local primary school involved to assist with teaching the younger generation the importance of biodiversity, looking after wildlife and how food is produced from soil to plate.</i>	
List all Officers of the Organisation and their positions:	Francesca Tatum – Chairperson Rosanna Stacey – Treasurer Tracey Brinkley – Secretary Paul Thompson – Membership Secretary
Number of active participants in the group/organisation's main purposes/activities a) monthly b) annually	Seven committee members, but 12 allotment plots will be provided.
The organisation/group has a Bank Account in its own name (Yes/No)	Yes
Bank statements for the last three months have been attached (Yes/No)	Yes
Accounts for the organisation/group have been attached (Yes/No)	Yes

Section B: Project Information	
Amount requested:	£1050
Project for which grant is required: <i>To increase the perimeter fencing height by the developer from 1.2m to 1.8m, the total cost of which will be £2100, an integral part to the initial set up of the Lavenham Community Allotments.</i> <i>The increase in fence height is an integral part of the Allotment set-up as it provides a more secure area for all to enjoy. By completing this work, the site will be less at risk from damage by anti-social behaviour as it will deter unauthorised persons from entering the site. Dogs, Deer and other wildlife will be less likely to be able to get into the site and passers-by will be deterred to throw rubbish and dogs mess over due to the higher physical barrier.</i> <i>This in turn will maintain the aesthetics of the Allotment site and promote the attractiveness in keeping with the remainder of the village.</i> <i>As the fencing will be stock fencing it will not limit the view into the Allotments or across the area as whole but will enable the Association to maintain the site to a high standard on behalf of the Parish Council and as Custodians of the land for generations to come.</i>	

Explain the extent to which the costs have been estimated and list the quotations which have been obtained from suppliers:

The costs have been provided by the developer. The developer will provide perimeter fencing of 1.2m as part of the delivery of the allotments. They have offered to increase the fencing height as already previously completed at Rattlesdon Allotments to 1.8m with the difference in price to be covered by us.

Describe how this project will assist at least one of those in the Council's key target areas of: children and young people, people with special needs, older people and extracurricular activities for schoolchildren:

The allotment holder must be over 18, but are welcome to engage their children and other family members to get involved. All residents of Lavenham are welcomed to apply for a plot regardless of their background. The group wishes to engage with the local primary school on projects for school age children, combining this with the use of Dye House Woods Forest School to further the education of biodiversity and how food is produced from soil to plate.

The higher fencing gives assurances to the schools and parents that their child will be within a secure site with authorised adults only being able to enter.

Describe how this project will promote social inclusiveness, enhance community wellbeing, promote measures to mitigate climate change, promote awareness and attractiveness of the village, provide vital services or improve facilities in the village:

As specified above, the higher fencing is an essential part of establishing these community allotments.

The site will ensure that public allotments will be available for the village both now and in the future, of which there are currently none and therefore provide a much needed facility. It will provide an opportunity for local people to grow their own produce which supports climate change initiatives and sustainable production of fruit and vegetables, and is also known to promote and support individuals wellbeing, both from growing food but also from the engagement with likeminded others in a countryside environment. The allotments will also help to improve the appearance and management of this area which has been an eyesore in the past. As mentioned above the allotments are available to all residents over 18, and the group are keen to hold events and activities that will involve the wider community and school children.

Describe the efforts that have been made to obtain alternative funds. This should include efforts to obtain funding from other bodies and from participants. If funds have been raised the amounts raised must be detailed:

The Association originally asked for a grant of £2500 from the Parish Council to assist with the initial set up costs which included increasing the perimeter fence, purchasing sheds for each plot and installing a robust wood chip path. This was agreed in principle, but was later revoked due to the unforeseen increase in legal fees to arrange the lease of the land.

Unfortunately most grants require the lease to be in place before a bid can be submitted and this work needs to be completed ASAP, so cannot wait for a lengthy process.

The Association currently has £2490 in its account of which £1050 has been ringfenced to match the amount requested, 50% of the total cost as per the grant guidelines. The Association is hoping to use alternative funding streams to manage the remaining set up costs whilst retaining some contingency for any future match funding as well as provision to pay the water bill later in the year.

Explain how the organisation will be self-funding in the future i.e., how the organisation has long-term viability: <i>By setting up the site with robust capital assets it hopes to maintain these for many years to come. It aims to utilise the rent from tenants to cover the annual cost of insurance, utilities and consumables. The Association will continue to apply for eligible grants to help pay for the upkeep of the fence, paths etc. And for annual consumables such as manure.</i>
Describe the actions the organisation/group will need to take if this application is unsuccessful: <i>If unsuccessful, the Association will continue to look for other funding streams to achieve its goal, however, it will need to use most of its current funds to pay for the increase in fencing which will mean that it may not be eligible to apply for future grants that also requires match funding and leaves it more vulnerable to paying an unknown water bill in its first year..</i>

Section C: Declaration	
We confirm that we have read and accept the Conditions contained within the Grants Policy and will comply with these conditions in full. Any non-compliance will be immediately reported to the Council. We understand that should any information contained on this form be incorrect that any Grant Money received will be immediately refundable, in full, to the Council.	
Officer 1: Name and Signature	Rosanna Stacey 
Officer 2: Name and Signature	Tracey Brinkley 
Date:	25.06.2026

date	description	income	expenditure	running total
23/07/2025	hidden garden donation	£2,500		£2,500
11/09/25	NAS membership		£10.00	£2,490
31/03/26	end of year total			£2,490