



23 March 2022

To Everyone who uses our services:

Notification of Change of legal status of Larkrise Community Farm

The reason for this letter is to tell you about a change to the legal status of the Larkrise Community Farm charity that the Trustees are making.

Other than a change to the legal status of the charity, nothing else will be affected and you will not be personally affected.

Larkrise Community Farm has been run as a registered charity since 1998. We are registered with the Charity Commission as an Unincorporated Association. This means that the Trustees are personally liable for everything that the farm does, that they employ the staff and that they hold the leases for the land we access. As the farm has grown in size, it has become apparent to the Trustees that a different type of organisation might be more appropriate for us.

The Trustees have decided to change the status of Larkrise Community Farm from an Unincorporated Association to a Charitable Incorporated Organisation (CIO). The change means that Larkrise Community Farm, in its own right, has the legal capacity to do many things rather than in the Trustees' names. This includes:

- Employing staff.
- Delivering our charitable services under contractual agreements.
- Entering into commercial contracts in its own name.
- Owning freehold or leasehold land or other property.

Many charities in the UK are making the same change and becoming CIOs and the Trustees feel that this is now the right thing for us to do.

The transfer to a CIO involves a number of steps.

- The first step, which was done in March 2021 was to register a new Larkrise Community Farm CIO.
- The second step which is happening at the moment, is to transfer the lease of the farm's land to the new CIO.
- Once this is done all of the contracts and assets etc that the Trustees have for the current charity will transfer to the new CIO.
- Once that is done the current charity will be closed and everything will be run by the new CIO.

The Trustees expect all this to take place over the next month or so.

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Other than us having a different charity number, absolutely everything else will be unchanged. The change to a CIO is only a change to the legal basis of the charity.

- Our name is the same – Larkrise Community Farm.
- The Trustees are the same.
- Everything owned by the old charity will be owned by the new CIO.
- Everybody's employment contracts are still the same; there are no changes in pay, working hours, conditions, length of service, pension, overtime rate, or anything. Nothing changes at all.
- There will not be any redundancies or changes of job title etc.
- All of the buildings, the land and all the animals will be the same.
- All of our processes, procedures, ways of working, health and safety rules, and training will stay the same.
- There will be no change to the adult or child students who come to the farm.
- There will be no change to the volunteers who help us.

If you have any concerns at all, or questions please raise them with Wendy or Ashley or one of the Trustees.

We will let you know when the transfer to the new CIO is complete.

Best regards

A handwritten signature in black ink that reads 'Paul Simms'.

Paul Simms
Treasurer

On behalf of the Trustees