



Apply to register a charity

Organisation names

Main name

THE POTTON FLOWER AND VEGETABLE SHOW

Other name or acronym

Application number

5275430

Submission date

Special circumstances

If we decide to register the organisation some of the information you have given in this form will be made publicly available in accordance with section 38(1) of the Charities Act 2011. We have marked on the online form which fields we will make public.

This form shows the information you have entered through the apply to register a charity service.

Your contact for this application

Your current contact is an

Individual

Role

Trustee

Name

Ms Patricia Elizabeth Miles

Telephone number

07505233261

Email address

pe_miles@yahoo.co.uk

Governing document

A governing document sets out a charity's rules; it's the key legal document that says what it is and how it will be run. Different charities have different governing documents.

If you are applying to register a CIO, please read this guidance about your governing document. You need to make any changes needed before uploading your constitution.

Select the organisation's governing document type:

CIO Association Constitution

Has the governing document been issued by an organisation or umbrella body (often referred to as an approved governing document)?

No

Potton Show Constitution 2025 09 29.pdf

Replacement

Are you replacing an existing registered charity?

No

Charity name

This information will be made publicly available on the Charity Register.

The organisation's name:

THE POTTON FLOWER AND VEGETABLE SHOW

Is the organisation known by any other names?

Yes

This information will be made publicly available on the Charity Register.

Please list all other names here

The Potton Show

The Potton Flower and Produce Show

This information will be made publicly available on the Charity Register.

Do any of the organisation's names contain acronyms, initials, made-up or non-English language words?

No

Structure and purposes

This information will be made publicly available on the Charity Register.

Organisation's governing document:

CIO Association Constitution

This information will be made publicly available on the Charity Register.

Enter the organisation's purposes (also known as 'objects') exactly as they are written in its governing document.

THE ADVANCEMENT OF EDUCATION IN THE SUBJECT OF HORTICULTURE INCLUDING LIFESTYLE AND ENVIRONMENTAL ACTIVITIES. THE PROMOTION, MAINTENANCE AND IMPROVEMENT OF HORTICULTURE FOR THE PUBLIC BENEFIT

Classification: What

Every charity on the Register of Charities has a classification. This is so that potential donors, beneficiaries and others who search the register can find types of charities they are interested in.

Our charity classification uses four headings. These describe **WHAT** a charity is set up to achieve, **HOW** it achieves it, **WHO** it helps and **WHERE** it operates.

Choose classifications that reflect your charity's purposes and how you currently achieve them.

What is the organisation set up to achieve? (select all that apply)

This information will be made publicly available on the Charity Register.

- General charitable purposes
- Education/ Training/ Research
- Other

Please specify

Raising awareness of horticulture through stalls and activities (such as grow your own flower / vegetable) at local events.

- Arts/ Culture/ Heritage/ Science
- Other

Please specify

Hosting community events such as craft shows / barn dances to educate the local community on horticulture.

Other charitable purposes

Promotion of horticulture

Classification: How

How does the organisation achieve it? (select all that apply)

This information will be made publicly available on the Charity Register.

Provides education/advocacy/advice/information

Other

Please specify

Run a yearly Flower and Vegetable show, advertising widely to encourage the community to join in.
Raise awareness of horticulture through stalls and activities at local events (such as grow your own flower / vegetable).
Working with the local library to provide input into arts and crafts projects.

Education/ Training/ Research

Supplementary education

Arts/ Culture/ Heritage/ Science

Classification: Who

Who does the organisation help? (select all that apply)

This information will be made publicly available on the Charity Register.

Children/ Young people

Elderly/ Old people

The general public/ Mankind

People living in a specified geographical area

Education/ Training/ Research

Where

Where does the organisation operate? (select all that apply)

This information will be made publicly available on the Charity Register.

Specific areas in England & Wales

This information will be made publicly available on the Charity Register.

Does the organisation operate in England?

Yes

Central Bedfordshire

This information will be made publicly available on the Charity Register.

Does the organisation operate in Wales?

No

Arts

How are the trustees satisfied that the art the organisation displays, presents, promotes or performs is of artistic merit?

N/A

How are the trustees satisfied that the art the organisation displays, presents, promotes or performs will educate the public and is not simply for entertainment?

N/A

Education

How many hours a week does the organisation provide education?

4 events a year.

What safeguarding measures are in place to protect vulnerable beneficiaries?

We have safeguarding policies for children and adults.

Carrying out the purpose

The organisation's purposes are:

THE ADVANCEMENT OF EDUCATION IN THE SUBJECT OF HORTICULTURE INCLUDING LIFESTYLE AND ENVIRONMENTAL ACTIVITIES. THE PROMOTION, MAINTENANCE AND IMPROVEMENT OF HORTICULTURE FOR THE PUBLIC BENEFIT

Explain how the organisation carries out its purposes:

See the attached Public Benefit Table.

Attach any document (such as a business plan) which sets out how the organisation carries out its purposes:

Potton Show Public Benefit Table 1.pdf

Benefits

What are the benefits of the organisation's purposes?

See the attached public benefit table.

Attach any document which shows how the organisation provides benefit:

Potton Show Public Benefit Table 2.pdf

Who can benefit from the organisation's purposes?

Available to everyone

Carrying out the purpose for the public benefit

What criteria do the trustees use to decide who the organisation benefits or what work it does or supports?

See the attached public benefit table.

Attach any document which explains how these decisions are made:

Potton Show Public Benefit Table 3.pdf

Grant making

Is the organisation a grant maker?

No

Membership

Do people or organisations have to be members of the organisation to benefit from its purpose?

No

Providing services or facilities

Does the organisation provide public facilities or services as a way of carrying out its purpose?

No

Fees and charges

Does the organisation charge people to be a member or to access its services or facilities?

Yes

What services or facilities does the organisation charge for and how much does it charge?

Minimal participation fees are charged for some of our events. The Committee review this on an annual basis to ensure our events are accessible to the community.

Do the trustees consider the charges to be more than the poor can afford?

No

How have you reached this view?

The Committee review our participation fees on an annual basis to ensure our events are accessible to the community.

Property

Does the organisation have use of land or property?

No

Contact for this application

Who is the main contact for this application?

In what capacity are you submitting the application? (select one)

Trustee

Is the contact for this application an individual or an organisation?

Individual

Title

Ms

Given names (First name(s))

Patricia Elizabeth

Family name (Last name)

Miles

Suffix (e.g. M.A.)

Date of birth (dd/mm/yyyy)

24/09/1964

Organisation contact - Commission use only

Please enter details of the charity contact the Commission can use to get in touch with the charity. The charity contact must be a named individual rather than an organisation.

Position in the organisation

Trustee

Title

Ms

Given names (First name(s))

Patricia Elizabeth

Family name (Last name)

Miles

Suffix (e.g. M.A.)**Date of birth (dd/mm/yyyy)**

24/09/1964

Address line 1

41 HORSLOW STREET

Address line 2

POTTON

SANDY

Postcode

SG19 2NS

Telephone number

07505233261

Email address

pe_miles@yahoo.co.uk

Organisation details

Please enter the organisation's public contact details

This information will be made publicly available on the Charity Register.

Address line 1

19 BROOK END

This information will be made publicly available on the Charity Register.

Address line 2

POTTON

SANDY

This information will be made publicly available on the Charity Register.

Postcode

SG19 2QS

This information will be made publicly available on the Charity Register.

Organisation website

www.pottonshow.org.uk

This information will be made publicly available on the Charity Register.

Organisation Telephone number

01767260413

This information will be made publicly available on the Charity Register.

Organisation email address

pottonflowervegshow@gmail.com

Does the organisation operate from this address?

Yes

Other regulators

Are you registered with any of the following regulators? (select all that apply)

Do you have a gift aid number from HMRC?

No

Income and bank details

Please attach the organisation's latest accounts

Potton Show 202324 Accounts.pdf

Estimated gross annual income

£11,400

Year to date income

£11,400

Does the organisation have a bank account?

Yes

Is the organisation's main account a bank or a building society account?

Bank

Sort code (e.g. 001122)

309090

Bank name

LLOYDS BANK PLC, CORPORATION ST BLACKPOOL

Account number

34594960

Account name

Potton Flower and Produce Show

Funding

This information will be made publicly available on the Charity Register.

Next financial year end date (dd/mm/yyyy)

31/10/2025

Please explain how the organisation is or will be funded in the future (select all that apply)

See guidance

Public donations

Please tell us what procedures the trustees have put in place to identify and verify the donors and consider any conditions attached to any donations? See guidance.

Attendees are able to make public donations at our events via donation pots. These are small in nature (under £5), therefore information is not gathered to identify/verify the donors.
If in future we should receive more substantial public donations the Committee would ensure to identify and verify the donor and claim Gift Aid.

Do you intend to claim Gift Aid on these?

No

Grants

Please advise who is providing the grants

Potton Consolidated Charities
Potton Town Council

Charging for services

Please give more details

Minimal participation fees are charged for some of our events.

Other than Public Donations that are eligible for Gift Aid, do the trustees intend that the proposed charity will take part in any other arrangement which might reduce the amount of tax payable by any other person?

No

Is it intended that the organisation will hold any funds or assets in overseas investment companies or trusts?

No

Employment

Does or is it likely the organisation will employ:

- a trustee
- its founder
- a person related to a trustee
- a person related to the founder
- an organisation connected to a trustee
- an organisation connected to the founder

No

Goods or services

Does or is it likely the organisation will buy goods or services from:

- a trustee
- its founder
- a person related to a trustee
- a person related to the founder
- an organisation connected to a trustee
- an organisation connected to the founder

No

Other personal benefits

Are there any close links which the organisation has, or is likely to have, with any other person or body, which might be relevant to the work of the organisation?

This would include:

- Any contract or relationship with a value which represents a significant proportion of the organisation's income or expenditure;
- Any directorship, trusteeship, shareholding, membership interest or partnership held by the organisation or by any of the trustees;
- Any position of political or public authority held by any of the trustees;
- Any other arrangement or circumstance which might give rise to a conflict of interest for one or more of the trustees.

No

Connections

Is the organisation linked to, or has it been established by a non-charitable organisation?

No

Managing risks

Does the organisation work with children or vulnerable people?

No

Trustee numbers

How many trustees does the organisation currently have? (total)

5

What is the minimum number of trustees the organisation's governing document says it must have?

3

Are there any special circumstances for the organisation that require all the names of the trustees to be kept off the public register (please see guidance for examples)?

No

Trustees

Add details for each trustee separately

Trustee details

Fields prefixed with * will be made publicly available on the Charity Register

Individual Trustee

Title: Mrs

Specify title:

* Given names (First name(s)): Janette

* Family name (Last name): May

Suffix (e.g. M.A.):

* Trustee is a chair: T

Is this trustee a trustee of another registered charity? No

Individual Trustee

Title: Mrs

Specify title:

* Given names (First name(s)): Claire Alison

* Family name (Last name): Harwood

Suffix (e.g. M.A.):

* Trustee is a chair: F

Is this trustee a trustee of another registered charity? No

Individual Trustee

Title: Ms

Specify title:

* Given names (First name(s)): Patricia Elizabeth

* Family name (Last name): Miles

Suffix (e.g. M.A.):

* Trustee is a chair: F

Is this trustee a trustee of another registered charity? No

Individual Trustee

Title: Mr

Specify title:

* Given names (First name(s)): John

* Family name (Last name): May

Suffix (e.g. M.A.):Mr

* Trustee is a chair: F

Is this trustee a trustee of another registered charity? No

Trustee details

Individual Trustee

Title: Mrs

Specify title:

* Given names (First name(s)): Jane

* Family name (Last name): Leonard

Suffix (e.g. M.A.):

* Trustee is a chair: F

Is this trustee a trustee of another registered charity? No

Attach your completed and signed trustee declaration. If you do not have one you can print a completed one here and get the trustees to sign it.

Potton Show Trustee Eligibility Declaration.pdf

You need to confirm that the details provided in this section are correct

I confirm that all details provided in this section are correct

Attached documents

1. **Supplementary Document: Supplementary_docs_Minutes_accepting_constitution**
2. **Governing Document**
3. **Purpose**
4. **Benefits**
5. **Carrying out the purpose for the public benefit**
6. **Trustee Declaration**
7. **Latest accounts**

Data protection

Any information you give us will be held securely and processed only in accordance with the rules on data protection. We will not disclose your personal details to anyone unconnected to the Charity Commission unless:

- you have consented to their release; or
- we are legally obliged to disclose them; or
- we regard disclosure as necessary so that we can properly carry out our statutory functions.

We may share and disclose information about you with relevant public authorities, regulatory bodies and agencies, outside the Charity Commission but only if:

- we can lawfully do so; and
- we decide that disclosure is necessary for national security, crime detection, prevention, and law enforcement, or other issues in the public interest

Information we collect about you

We will use this information:

To enable us to carry out our statutory functions and duties;

This will include the following actions:

- (a) update, consolidate, and improve the accuracy of our records;
- (b) undertake crime detection and prevention and law enforcement and assist the third parties specified above to investigate or prevent crime and carry out law enforcement;
- (c) data analysis, testing, research, statistical and survey purposes

Information we receive from other sources.

Information we receive from other sources

We may combine this information with information you give to us and information we collect about you. We may use this information and the combined information for the purposes set out above (depending on the types of information we receive).

We will ensure that any such disclosure and use is proportionate; considers your right to respect for your private life; and is done fairly and lawfully in accordance with the data protection principles of the Data Protection Act 2018/GDPR.

The Data Protection Act 2018/GDPR regulates the use of 'personal data', which is essentially any information, however stored, about identifiable living individuals. As a 'data controller' under the Act, the Charity Commission must comply with it.

You can view our full privacy notice detailing how we process your personal data as part of the charity registration process at www.gov.uk/government/publications/register-a-charity-privacy-notice

Declaration

Do you want to attach any supplementary documentation?

Yes

File name

Minutes accepting constitution

Is there any additional information that the Charity Commission should take into account?

No

Submitting your application for charity registration

I certify that:

- all information provided has been checked by the trustees and is correct and complete to the best of my knowledge
- all trustees agree to this submission and have read and accept the commission's privacy notice

Application reference number

Your application reference number is:

5275430

Please quote this in all correspondence.

DRAFT