

Sydenham Garden

Trustees' Annual Report

and

Financial Statements

For the year ended 31st March 2021

SYDENHAM GARDEN: TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS

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SYDENHAM GARDEN: TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS

The Trustees present their report for the financial year ending 31st March 2021.

TRUSTEE DETAILS & REFERENCE

This report has been prepared in accordance with the Statement of Recommended Practice Accounting and Reporting for Charities SORP FRS102 and in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small entities. It includes the directors' report as required by company law.

Directors and Trustees:

The directors of the charitable company are its Trustees for the purposes of charity law. Throughout these statements the reference to either Directors or Trustees is a reference to both.

The following Directors have served either for the whole or part of the time since 1st April 2020:

	Position held / relevant dates
Julia Brandreth	Appointed as Trustee 04/04/19, Chair since 13/06/19
James Jan Sikorski	Appointed Honorary President 02/11/19, retired as Trustee 07/11/20
Frances Bristow	Appointed as Trustee 12/04/18, Vice Chair since 05/12/19
Graeme Thomson	Appointed as Trustee 25/08/17, Vice Chair since 06/12/18 and Company Secretary since 07/12/18
Kehinde Adeogun	Appointed as Trustee 05/08/20, elected 07/11/20
Sir Stephen Michael Bullock	Appointed as Trustee 06/12/18
Maria Devereaux	Appointed 01/08/13, re-elected as Trustee 02/11/19, former Vice Chair
Julien Gordon	Appointed as Trustee 05/08/20, elected 07/11/20
Grahame Michael Hinds	Appointed as Trustee 05/07/18, resigned 04/11/20
Arthur Ngoka	Appointed as Trustee 29/08/17, re-elected 07/11/20, former Treasurer
Jon Sherman	Appointed as Trustee 05/09/19 and Treasurer since 10/12/19
Anne Sykes	Appointed as Trustee 05/07/18, re-elected 07/11/20
Reginald Arthur Wickings	Appointed as Trustee 12/01/12, former Treasurer

Reference Details:

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Registered Office

Sydenham Garden Resource Centre
28a Wynell Road, London, SE23 2LW

Independent Examiner

The Carley Partnership
St James's House
8 Overcliffe Gravesend, Kent DA11 0HJ

Solicitors

Ewings & Co
148 High Street
Penge, London, SE20 7EU

Bankers

CAF Bank Ltd
25 Kings Hill Avenue
Kings Hill, West Malling, Kent ME19 4JQ

Company Limited by Guarantee

Registered in England No. 05291164

Registered Charity No: 1108100

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GOVERNANCE

Governing Document:

Sydenham Garden is a charitable company limited by guarantee and is established under a Memorandum of Association and governed by its Articles of Association.

Trustee Recruitment and Appointment:

Under the Articles of Association, the Board of Trustees consists of at least six and not more than thirteen individuals. One third (or the number nearest) of the Trustees, excepting those being elected or retiring, must offer themselves for re-election at each AGM, with those longest in office retiring first and the choice between any of equal service being made by drawing lots.

Since 1st April 2020 two additions to the board took place, being Kehinde Adeogun and Jullen Gordon. Both applied to join in response to a recruitment drive to strengthen the diversity, experience and skills of the Board. Short biographies of all the Trustees are on our website.

At the AGM in November 2020 and as planned, our founder, Jim Sikorski, stepped down as a Trustee. He was a key driving force behind the charity since its formation in 2002 and will always be welcome at our sites. On 4th November 2020 Grahame Hindes resigned.

Over the coming period new Trustees will be sought with identified skills and background.

Trustee Benefit:

Trustees of the Charity do not receive any benefits from their position. Trustees are entitled to reclaim travel and other reasonable expenses incurred in their duties. No Trustees made a claim in the 2020/21 period (19/20: nil). The charity pays for trustee indemnity insurance.

Trustee Induction and on-going training:

Recruitment and induction procedures for new Trustees are the responsibility of the Chair and Vice Chairs of Trustees. All Trustees are provided with a detailed role description and given informal guidance and support regarding their role from the Chair and Vice Chairs of Trustees. All new Trustees receive a copy of the NCVO Good Trustee Guide. Trustees are encouraged to attend training to help them in their roles.

Trustees' Responsibilities:

The Trustees are responsible for the strategic direction of the Charity, setting its aims and monitoring progress towards these. Day to day management is delegated to the Director.

Trustees' Meetings:

The Board of Trustees have met approximately once every month throughout the year in part due to the need to be flexible, resilient and pro-active in delivery of services during the pandemic.

Trustee Sub-Committees:

During the financial year, two of the three Trustee Sub-Committees met on a regular basis. These Committees are Finance and Governance (Chair: Graeme Thomson) and Services (Chair: Anne Sykes). The Fundraising sub-committee has been in abeyance during the year. We have now recruited a fundraising officer and the committee will begin to meet again shortly.

OBJECTIVES

Objects:

The objects of the Charity as set out in our governing document are:

To promote the physical and mental health of the residents of the Boroughs of Lewisham, Bromley and other South London Boroughs, in particular by providing:

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*(a) a community garden where horticulture is used for therapy and rehabilitation;
(b) the protection and preservation of the environment for the benefit of the public by the conservation or promotion of biological diversity through:*

*(i) the provision, conservation, restoration or enhancement of the natural habitat in Sydenham Garden;
(ii) the maintenance or recovery of a species in its natural habitat in Sydenham Garden.*

*(c) opportunities for training for work and education; and
(d) opportunities for artistic and creative expression*

Mission Statement:

Sydenham Garden aims to transform lives through therapeutic activities, enabling people to move forward in a supportive community environment. We aspire to be a diverse, inclusive, sustainably funded, quality assured organisation. We will continue to develop a range of high quality and inspiring activities and opportunities for the local community; primarily those experiencing mental ill health or other significant illness.

Public Benefit:

To achieve our objects, Sydenham Garden provides services to the people of Lewisham, Bromley and other South London boroughs that provide improvements to their mental health, physical health, quality of life and opportunities for social interaction.

Sydenham Garden's Trustees confirm that the activities of the Charity are carried out in line with its objects, for the benefit of the public, and the impact of our work on our beneficiaries is a key criterion when deciding what activities to undertake and how best to achieve our mission. Sydenham Garden's Trustees therefore confirm that they have complied with the duty in section 4 of the Charities Act 2006 to have due regard to the public benefit guidance published by the Charity Commission in determining the activities undertaken by the Charity.

Our current 3-year plan runs to summer 2022. However, aspects of this plan have been paused due to the uncertainties created by Covid-19 and the consequent changes in services delivery and funding outlook. The Trustees have determined that the near-term focus must be on current activities and the optimum delivery of services in current circumstances. An addendum to the 3-year plan was developed and is set out in full at the end of this section and is on the website. Objectives for 2021 were agreed as follows:

1. To develop Sydenham Garden services to reach a larger cohort of co-workers through provision of in-person and online groups and clubs.
2. To solidify and diversify Sydenham Garden funding capacity through increased grant funding and exploration of increased corporate, social enterprise and community fundraising.
3. To increase Sydenham Garden's diversity at all levels in the organisation.

Over the past year, the priority has been to move services on-line to enable us to continue to meet service user needs during the pandemic. We have also provided telephone contact and delivered activity packs to co-workers wherever possible and worked with carers of those in the dementia project to help them to support their loved ones with the activities provided.

The annual evaluation of our services has been delayed due to the unprecedented situation which arose with the Covid-19 lockdown in mid-March 2020 and its consequent and continuing effects on our operations. However, rolling project evaluations have continued to record the impact of our work and offer strong evidence of the benefit to those who take part. This evidence is used to negotiate and report on an on-going contract with Lewisham Community Wellbeing and the Lewisham Dementia Support Hub, as well as Lewisham Council, all of whom contribute funds to our Adult Mental Health and Dementia projects. It has been used in applications for funding, primarily for our Growing Lives project, which continues to be funded by Big Lottery up to June 2021. The charity was successful in

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its application for continuation funding, which was granted for 2018-2021. A mid-term evaluation for the Growing Lives project, published in February 2020 stated "This evaluation has no hesitation in stating that the project has met the four Big Lottery outcomes, as it has: improved co-workers' (the name given to the project's primary beneficiaries) mental health, physical health and general wellbeing (Outcome 1); enabled co-workers to learn new skills and gain qualifications, improving their confidence, self-esteem and employability (Outcome 2); encouraged co-workers to grow, and eat, nutritious seasonal fruits and vegetables improving their diets (Outcome 3); and facilitated co-workers experiencing reduced feelings of isolation and exclusion (Outcome 4)."

MANAGEMENT, STAFF AND VOLUNTEERS

Staff:

- Jermaine Bennett took on the new role as Head of Services on 17th August 2020 having previously been Outreach and Development Worker. He has also been acting Director since 1st May 2021 and will remain in the post until the new Director joins on 15th November 2021.
- Rachael Tyndall took on the new role as Outreach and Development Worker on 5th October 2020 having been Project Officer.
- Verity Wong was employed as Art & Craft Project Assistant on 18th January 2021.
- Lauren Goddard was employed as Garden Project Assistant on 18th January 2021.
- Coralie Hopwood resigned as Director on 30th April 2021.
- Sekha (formerly Kevin) Hall took on a new role as Environment Education and Biodiversity Officer on 1st June 2021 having been Therapeutic Session Leader.
- Becky Kelly joined as Fundraising Officer on 5th July 2021.

Other staff still employed are: Sue Moye, Financial Officer; David Lloyd, Growing Lives Project Coordinator; Rose Pickering, Dementia Project Lead; Jane McKay, Growing Lives Project Assistant; Steve Prowse, Business and Premises manager; Charlotte Dove, Garden Project Lead; Joanna Vallis, Art & Craft Project Lead; Rosie Hollands, Dementia Project Deputy; Richard Whittington, Sessional Worker; Inma Anido, Sessional Worker; and Vinay Thakrar, Sessional Worker. Paid hours totalled approximately 16,210 (Prior year:14,960 hours).

The Trustees acknowledge and are very grateful for the enormous contribution and professionalism of the staff, past and present, to the work of the Charity, not least continuing to adapt service delivery and working practices as a result of Covid-19.

Volunteers:

Our volunteers are crucial to Sydenham Garden's operations; the Trustees and staff record their gratitude for their time and effort. We had 52 people volunteering regularly for the Charity in 2020/2021, contributing on average 3 hours per week. This would result in over 8,000 volunteer hours over the year. The impact of Covid and working remotely meant that we had fewer volunteers than in the previous year. As we move back to working on site, we plan to increase our volunteer numbers once again.

In June 2020 we were delighted to be presented with the Queen's Award for Voluntary Service, known as 'The MBE for Volunteer Groups'. This was powerful confirmation of the skill, dedication and commitment of our volunteers and recognised the depth of support and commitment that the organisation has towards them.

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ATTENDANCE STATISTICS (GROUPED):

Data for 2020 – 2021 is not available as a result of Covid interrupting normal services. There has not been in person attendance and activities have been provided on-line and through activity packs delivered to co-workers at home.

	2019-20	2018-19	2017-18	2016-17	2015-16	2014-15	
Number of Referrals	318	441	313	421	403	269	
Number of people attending at least one session	228	378	354	349	309	227	
Ethnicity of attendees	2019-20	2018-19	2017-18	2016-17	2015-16	2014-15	Lewisham 2011 Census
White	65%	58%	58%	60%	57%	57%	53.6%
Mixed	4%	12%	5%	11%	3.5%	3%	7.4%
Asian	4%	9%	5%	4%	10%	5.5%	9.3%
Black or Black British	21%	16%	27%	19%	25%	23%	27.2%
Other	0%	2%	3%	2%	2.5%	1.5%	2.6%
Preferred not to say	5%	2%	2%	2%	1%	10%	
Not Indicated	1%	1%	0%	2%	1%	(1)	
Gender of attendees	2019-20	2018-19	2017-18	2016-17	2015-16	201-15	LBL website 2013
Female	61%	50%	57%	54%	50.5%	52%	51.8%
Male	37%	50%	42%	43%	48.5%	43%	48.2%
Transgender	0%	0%	0%	0%	0%	0.5%	
Other	0%	0%	0%	0%	0%	0.5%	
Preferred not to say	1%	0%	1%	2%	0%	4%	
Not indicated	1%	0%	0%	2%	1%	(1)	
Age of attendees	2019-20	2018-19	2017-18	2016-17	2015-16	2014-15	2011-12
18-24	2%	2%	4%	4%	4%	5%	(1)
25-34	24%	19%	12%	13%	14%	4%	(1)
35-44	11%	10%	6%	9%	15%	5.5%	(1)
45-54	32%	21%	16%	18%	19.5%	12%	(1)
55-64	25%	14%	16%	14%	18%	10%	(1)
65-74	3%	9%	6%	7%	6.5%	8.5%	(1)
75+	3%	23%	39%	34%	21.5%	21%	(1)
Preferred not to say	0%	1%	1%	1%	0.5%	7%	(1)
Not indicated	0%	1%	0%	2%	1%	27%	(1)
Sexual orientation of attendees	2019-20	2018-19	2017-18	2018-17	2015-16	2014-15	2013-14
Heterosexual	80%	80%	79%	77%	80.5%	76%	(1)
Gay/Lesbian	7%	2%	1%	5%	5.5%	4.5%	(1)
Bisexual	3%	3%	1%	3%	1%	0.5%	(1)
Other	1%	2%	2%	0%	1.5%	0.5%	(1)
Preferred not to say	8%	12%	11%	1%	9%	18%	(1)
Not indicated	1%	1%	6%	0%	2.5%	0.5%	(1)

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Disability of attendees	2019-20	2018-19	2017-18	2016-17	2015-16	2014-15	2013-14
Yes	60%	50%	65%	47%	45%	32%	(1)
No	22%	34%	25%	36%	41.5%	49%	(1)
Preferred not to say	11%	14.5%	6%	12%	11%	18.5%	(1)
Not indicated	7%	1.5%	4%	5%	2.5%	0.5%	(1)
Religion of attendees	2019-20	2018-19	2017-18	2016-17	2015-16	2014-15	Lewisham 2011 census
Christian	44%	47%	61%	62%	46.5%	55%	52.8%
Buddhist	1%	1%	3%	1%	1.5%	2.5%	1.3%
Hindu	0%	3%	0%	2%	7%	1.5%	2.4%
Muslim	1%	4%	4%	1%	4%	5%	6.4%
Jewish	1%	0%	0%	0%	0%	0%	0.2%
Sikh	0%	0%	0%	1%	2%	2%	0.2%
No Religion	35%	30%	18%	21%	22.5%	16%	27.2%
Other	7%	4%	3%	3%	5%	1%	0.5%
Preferred not to say	9%	9%	9%	8%	10%	16%	
Not indicated	2%	2%	2%	1%	1.5%	1%	8.9%
Marital Status of attendees	2019-20	2018-19	2017-18	2016-17	2015-16	2014-15	
Married	16%	18%	20%	23%	14%	9%	
Single	54%	47%	39%	42%	58.5%	54%	
Divorced/Separated	17%	17%	13%	10%	9%	12%	
Widowed	5%	14%	22%	16%	9.5%	4%	
Civil Partnership	2%	1%	0%	3%	2.5%	0.5%	
Other	1%	1%	3%	1%	3%	0.5%	
Preferred not to say	4%	1%	3%	3%	1%	17%	
Not indicated	1%	1%	0%	2%	2.5%	3%	

The trustees are committed to Sydenham Garden becoming an organisation that reflects the diversity and ethnicity of the community around them.

Notes:

(1)Not reported

ACTIVITIES AND ACHIEVEMENTS

Sydenham Garden runs five core projects and several supplementary activities aiming to transform lives through therapeutic activities, enabling people to move forward in a supportive community environment. Four of these projects focus on adults recovering from mental ill health, and one on people in the early stages of Dementia. The four projects focussed on adult mental health are: Garden, Art & Craft, Growing Lives and African Caribbean Group. All four offer something different, but have social, therapeutic, creative and training based activities at their core. Sow & Grow is a project for people within the early stages of dementia and uses the same approach but underpins the activities with Cognitive Stimulation Therapy (CST), which is an evidence-based approach to treating dementia. Sow & Grow is further subdivided into Sow & Grown (the first group dementia co-workers will attend), Sow & Keep Growing (a progression group for previous participants), Growing Together (a group for co-workers and their carers to attend together) and a Singing and Movement group.

In March 2020 we went into the first Covid-19 lockdown. Throughout the year, the Adult Mental Health Projects began to deliver our service through a combination of weekly phone calls, remote video sessions, postal activity packs, home visits and in person visits. During the period, we made 1043 support calls to co

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- workers and we posted 240 activity packs. Our Dementia Project continued to support service users and carers through the year using phone calls, bulletins and activity packs, home visits and garden visits. As restrictions eased in September, we were able to start having in person sessions again with a continued provision of online sessions for those unable to return to in person sessions.

At the end of the 2020 year, we went into the second lockdown and moved back to delivering sessions online. We also continued to send out activity packs and to carry out checking in calls with service users. Between December 2020 and March 2021, we posted a further 65 activity packs and delivered 90 online sessions. At the end of March 2021, we began preparation for reopening our service to in person sessions alongside continued online provision.

Numbers of people using the service decreased in 2020/2021 due to various reasons linked to the pandemic. During the year referral numbers increased as there was more need for our services as a result of the Covid pandemic and between July and December 2020 we received 137 referrals. In January 2021 we were able to employ two project assistants which allowed us to increase our capacity. We predict that we will be running at full capacity again by Winter 2021.

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FINANCIAL REVIEW

The Trustees present their financial review for the financial year ending 31st March 2021.

Sydenham Garden recorded an abnormal one-off Covid affected surplus in the year, partly owing to unrestricted support income received in this period but for which costs will arise in 2021-2022. During the year Sydenham Garden depended on grants, donations and contracts from external organisations which were agreed based on our achieving agreed targets and outcomes or conducting specified activities. These represented 59% of our total income and the individual sources of these restricted funds are detailed in note 8. These funds were supplemented with unrestricted monies raised mainly by membership subscriptions, donations, Covid Support funds, and Service Delivery contracts. Other income came from school sessions and educational visits, the sale of items made or grown in sessions and a Christmas raffle.

Total income during 2020-2021 amounted to £484k compared with £362k in 2019-20. This improvement is mainly due to an increase in overall grant income although there was a decrease in donations, session fees, fundraising events and rental income.

During the year, various grants came to an end and new grants were secured. Overall, this led to a cumulative £167k increase in grant income.

New one off funding came from the L&Q Foundation (£10k) to fund creative activity through our Art & Craft sessions; and the Independent Age Grant fund (£12.2k) and Tesco Bags of Help fund (£500) for our Dementia project. In addition, funds were received from The Tudor Trust (£2k), The Mercers' company (£4k), City Bridge Trust (£3.4k), Government Furlough funds (£1.3k), The Clothworkers' Foundation (£4.5k) and The National Lottery Community fund (£96k) to assist, adapt and survive Covid 19. This included compensation for loss of income, and funds to cover home working equipment, staff well-being courses, core expenses and staff costs.

There was new long-term funding from The Mercers' Company (£22k per annum for 3 years) for our Dementia project; the Maudsley Charity (£12.5k per annum for 2 years) for our Transitions project; Groundwork London Walking and Cycling grant (£5k, £3k, £2k for 3 years) for our Walking Group project; London Borough of Lewisham Social Prescribing Service contract (£12.5k year 1, £25k year 2) to assist with running all services and The Henry Smith Charity (£60k per annum for 3 years) to fund our Head of Services staff position and associated costs.

There was continued funding from Big Lottery Fund – Reaching Communities and The Tudor Trust for the Growing Lives project; Merchant Taylors' Company for the Art & Craft project; The Leathersellers' Charitable Fund to assist with all projects; and City Bridge Trust, and Hu-Shen Charitable Trust for the Dementia project. Funds also continued to be received under the Service Delivery contract with Bromley, Lewisham and Greenwich Mind and the Main Grant Programme from Lewisham Council.

Session fees fell by £9k, fundraising events £11k and rental £17k owing to Covid 19 restrictions. Donations fell by £9k due mainly to the one-off Wynell Road Entrance Shelter appeal in 19/20.

Work was completed on the new PV panels for the Garden Resource Centre together with improvements to the Wynell Road Greenhouse electrics and De Frene Road site solar power system. The new shelter was constructed at the Wynell Road entrance gate, a new shed installed on the De Frene site and new IT hardware acquired together with software updates. The Clothworkers' Foundation and The National Lottery Community Fund contributed towards the IT items. The PV panels were completed with the final instalment of the London Borough of Lewisham Energy Fund. The Shelter Fund donations raised in 19/20 were used to construct the new shelter.

Our financial position in 2020-21 has improved with an overall surplus of £88k. This is partly due the unrestricted support income received in the year which will be made available to fund costs arising in

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2021 – 2022, whilst continuing to remain within our policy of retaining liquid reserves of six months of projected operating costs.

Our Balance Sheet reserves have increased from £693k to £782k. Approximately 57% of these net assets is attributable to our tangible fixed assets. These are principally the Wynell Road Resource Centre main building, Greenhouse, path, shelter buggy and related items as well as the De Frene Road Growing Lives Hub Building, greenhouse and related assets, all majority funded by restricted grants (see Note 8).

Our own unrestricted net current assets funds carried forward at 31st March 2021 increased from £175k to £225k principally due to The National Lottery Community Fund compensation for loss of income due to Covid 19. Likewise, restricted net current assets also increased from £51k to £95k. An additional designated special fund of £16k (2020: £13k) exists to help fund costs arising from the plans to widen our service delivery methodology and to examine potential expansion. See Note 11 for a summary of the split of net assets between reserves.

The Trustees have continued with a policy of maintaining an unrestricted reserve of at least six months operating costs (approximately £198k in the 20/21 financial year) which they consider remains appropriate given the challenges and uncertainties facing the charity.

Progress since the end of the year:

Owing to continued Covid 19 impacts and in accordance with government guidelines, the site remained closed at the start of April 2021. Since then, as restrictions have progressively been relaxed, Sydenham Garden has been gradually increasing the provision of on-site services whilst always having the safety and welfare of our service users uppermost in mind.

From the end of April 2021 we reopened our service to face-to-face groups and all projects have successfully started delivering sessions on site. We have developed an additional walking project and continued to deliver an online provision allowing us to reach a wider range of people who may have not been able to previously access our service. We currently run 16 in person sessions a week and two online groups with plans to start additional groups in the upcoming year. We have continued to deliver regular weekly outdoor learning sessions with a local school for children with autism on our De Frene site. We opened our sites in full in August 2021 and which has allowed us to offer venue hire and corporate volunteer days to augment income.

In July we appointed a part time fundraiser which is a new role for the organisation and will support us to generate income through grant and community fundraising to meet the future needs of the organisation.

Our previous Director, Coralie Hopwood left the organisation in April 2021. We extend our thanks to her and wish her well for the future. After a comprehensive recruitment process, we have appointed Beth Jaichand as Director. She will commence on 15th November 2021, joining from Citizen's Advice Wandsworth where she spent five years.

Our staff team has increased and we currently have 19 members of staff with two on short term contracts through the Government Kickstart Scheme.

We have secured £26.8k of additional unrestricted funds to date. In addition, all secured grants and Service Agreement funds continue to be received such that 100% of 21/22 projected income for the year has been secured. Costs are currently in line with budget and we are confident the future of Sydenham Garden remains sustainable but acknowledge that there is much work to be done in securing its long term future.

Strategy Addendum January 2021

This strategy addendum should be read in concert with Sydenham Garden's 2019-2022 strategic plan. It intends to add detail on how that strategy will be implemented in 2021. It recognises the challenges that Covid-19 has brought during the period from March 2020 and acknowledges that these challenges will continue into 2021. This strategy will continue to be implemented with regard to Government guidance around Covid-19. It will be reviewed quarterly and action plans will be developed out of these reviews.

Challenges currently facing Sydenham Garden:

- 1) Funding: in common with all charities, we are facing a difficult funding environment due to Covid-19. We have a policy of holding a minimum of 6 months reserves. We have funding for the 2021-2022 financial year but currently our free reserves would be significantly reduced. We will, therefore, continue to apply for funding to ensure that our financial position remains sound.
- 2) Covid-19:
 - (a) Covid-19 has increased mental health needs and is likely to continue to do so over the coming year.
 - (b) Due to Covid-19, Sydenham Garden's services were run online and by phone during Spring and Summer of 2020.
 - (c) Some services were run face to face in the Autumn and up to Christmas 2020 but currently all services (as at January 2021) are online.

Proposals:

- (1) Growing Lives: to increase utilisation of the De Frene site. This will include consideration of
 - (a) More garden groups held on site.
 - (b) Possible temporary structure. e.g. Gazebo.
 - (c) Possible focus on more targeted programmes aimed at preparing co-workers for the workplace.
- (2) Covid-19: to consider further and more tailored support that Sydenham Garden may be able to provide. This will include consideration of:
 - (a) The possibility of providing further support through clubs (online) and other activities that co-workers can access after their formal programmes with the garden come to an end.
 - (b) The possibility of running both shorter and longer programmes e.g. 6 month groups would allow us to service a much larger co-worker cohort.
 - (c) The possibility of providing more groups online. This could also help to address the question of provision for co-workers in the north of the Lewisham Borough and beyond.
 - (d) The possibility of clubs and/or additional sessions being run by volunteers and/or sessional staff.

The Sydenham Garden Board of Trustees also recognises the current and future funding challenges that the organisation will face due to Covid-19. These will be kept under review and a fundraising strategy will be developed with the aim of increasing the percentage of our funding that comes from sources other than statutory and grant funding.

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Banking Arrangements:

CAF Bank remains our banker. Funds are placed in the Gold Savings account with an arrangement that a balance of only £1,000 remains in our current account at the end of each day.

Accountants

The Carley Partnership was re-appointed as the charitable company's accountants at the last AGM. A resolution to re-appoint The Carley Partnership for the ensuing year as independent examiner will be proposed at the 2021 AGM.

The report has been prepared having taken advantage of the small companies exemption in the Companies Act 2006

Approved by the Trustees on 4th November 2021 and signed on their behalf by:

Julia Brandreth (Chair)

Graeme Thomson (Vice Chair)

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF SYDENHAM GARDEN FOR THE YEAR ENDED 31ST MARCH 2021

I report to the charity trustees on my examination of the accounts for the year ended 31st March 2021 which are set out on pages 14-24.

Respective responsibilities of trustees and examiner

The Charity's Trustees and also its directors for the purposes of company law are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act"). They consider that an audit is not required for this year under Section 144 of the Charities Act 2011 ("the 2011 Act") and that they are eligible for an independent examination.

It is my responsibility to:

- examine the accounts (under S145 of the 2011 Act)
- follow the procedures laid down in the General Directions given by the Charity Commissioners (under S145(5)(b) of the 2011 Act): and
- state whether particular matters have come to my attention

Basis of independent examiner's statement

My examination was carried out in accordance with the general directions given by the Charity Commissioners. 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 seeking explanations from you as 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 connection with my examination, I confirm that no material matters have come to my attention giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act: or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a "true and fair view" which is not a matter considered as part of an independent examination: or
4. the accounts have not been prepared in accordance with the Charities SORP (FRS102).

I have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Tanja Lawes FCA,
The Carley Partnership,
Chartered Accountants

*St James's House
8 Overcliffe
Gravesend, Kent ,
DA11 0HJ*

15th November 2021

SYDENHAM GARDEN: TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2021)

COMPANY REGISTRATION NUMBER 05291164

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
	£	£	£	£
Income from:				
<i>Donations and legacies</i>				
Donations	12,080	175	12,255	21,365
Membership subscriptions	4,383		4,383	2,207
<i>Charitable Activities</i>				
Grants received	172,891	286,409	459,300	292,644
Session fees	5,675		5,675	14,963
Session Produce Sales	1,040		1,040	1,658
<i>Other trading activities</i>				
Fundraising and publicity	1,149		1,149	12,101
Rental	0		0	16,591
<i>Investment Income</i>				
Bank Interest received	156		156	354
<i>Other</i>				
Profit on sale of assets	0		0	285
Total Income	197,374	286,584	483,958	362,168
Expenditure on:				
Raising funds	164	2,880	3,044	8,293
Charitable Activities	142,700	249,855	392,555	324,655
Total Resources Expended (see note 17)	142,864	252,735	395,599	332,948
Net movement in funds	54,510	33,849	88,359	29,220
Reconciliation of funds				
Total funds brought forward	243,732	449,416	693,148	663,928
Transfer between funds	0	0	0	0
Total funds carried forward	298,242	483,265	781,507	693,148

All of the above results are derived from continuing activities.

SYDENHAM GARDEN: TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS

BALANCE SHEET AS AT 31ST MARCH 2021

	Notes	2021 £	2020 £
<i>Fixed Assets:</i>			
Tangible assets	4	445,346	454,653
<i>Current Assets:</i>			
Debtors	5	51,454	42,191
Cash at bank and in hand		293,250	203,858
		344,704	246,049
<i>Liabilities:</i>			
Creditors: Amounts falling due within one year	6	(8,543)	(7,554)
Net Current Assets		336,161	238,495
Total Assets Less Current Liabilities		781,507	693,148
Creditors: Amounts falling due after more than one year		0	0
Net Assets		781,507	693,148
<i>Represented by:</i>			
General Unrestricted funds	11	282,598	231,088
Designated Special Unrestricted fund	9	15,644	12,644
Total Unrestricted funds		298,242	243,732
Restricted funds - tangible assets	8	388,088	398,684
Restricted funds	8	95,177	50,732
Total funds		781,507	693,148

For the year ending 31st March 2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Companies Act 2006 with respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements on pages 14-24 were approved and authorised for issue by the Trustees on 4th November 2021 and signed on their behalf by:

Julia Brandreth
Chair

Graeme Thomson
Deputy Chair

SYDENHAM GARDEN: TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2021

1. Accounting Policies

The financial statements have been prepared under the historical cost convention and in accordance with FRS 102, the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP FRS 102), applicable accounting standards and company law. The charity is a public benefit entity. The principal accounting policies adopted in the preparation of the financial statements are as follows:

Incoming Resources

Charitable trading activities: income is included in the period in which the Charity is entitled to its receipt.

Donations and Grants

Income from donations and grants is included in incoming resources when these are receivable. Income is also included when the charity is entitled to it, when it is probable it will be received, and the amount can be measured reliably. The exception is as follows:

When donors impose conditions which have to be fulfilled before the Charity becomes entitled to use such income, the income is deferred and not included in incoming resources until the pre-conditions for use have been met.

Resources Expended

Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT which cannot be recovered. All support costs are included under "charitable activities" rather than apportioned between each of the charity's activities (such as fundraising), as such an apportionment would result in small, immaterial amounts attributable to non-charitable activities. The costs and time involved of calculating such an apportionment would vastly outweigh the usefulness of doing so.

Pension Costs

The Charity participates in a defined contribution scheme.

Tangible Fixed Assets

Tangible Fixed Assets are depreciated by reference to their estimated useful lives. The rates are:

IT and garden furniture, garden equipment, bee hives, water tank, floodlights and bicycle	33%	straight line basis
Canopy sail and water irrigation system	20%	straight line basis
Other equipment, fencing, buggy, heat source pump, PV panels, air conditioning, greenhouse electrics and office furniture	10%	straight line basis
De Frene greenhouse, hub, education hub, compost toilet, solar kit, path shelter and sheds	10%	straight line basis
Wynell Road Garden Buildings	Length of lease	straight line basis
De Frene Lease	Length of lease	straight line basis

Funds Accounting

Funds held by the Charity are either:

- Unrestricted - these are funds which can be used in accordance with the charitable objects at the discretion of the Trustees.
- Designated Unrestricted – The trustees intend to investigate expansion of services and physical space.
- Restricted - these are funds that can only be used for particular restricted purposes within the objects of the Charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

SYDENHAM GARDEN: TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS

2. Legal Status of the Charity

The Charity is a private company limited by guarantee incorporated in England and Wales. The liability of each member in the event of a winding up is limited to £1. Its registered office and business address is Sydenham Garden Resource Centre, 28A Wynell Road, London, SE23 2LW.

3. Staff and Pension Costs

	2021	2020
Gross wages and salaries	£255,276	£201,222
Employers NI	£16,541	£12,360
Pension costs	£14,947	£12,544
	£286,764	£226,126

No employee received emoluments of over £60,000 during the year (2020: nil). No trustee received any remuneration.

The average number of employees in the year was 16 (2020: 13). The equivalent full time number of employees was 8 (2020: 8)

The Charity operates a defined contribution pension scheme for the benefit of employees. Contributions payable by the Charity for the period were £14,947 (2020: £12,544). An amount of £1,789 was payable at the year-end in respect of pension contributions (2020: nil).

4. Tangible Fixed Assets

	Land and Buildings	Equipment & Furniture	Total
Cost	£	£	£
At 1st April 2020	581,611	59,162	640,773
Additions	12,683	4,779	17,462
Disposals	0	0	0
At 31st March 2021	594,294	63,941	658,235
Depreciation			
At 1st April 2020	149,366	36,754	186,120
Charge for the year	21,617	5,152	26,769
Disposals	0	0	0
At 31st March 2021	170,983	41,906	212,889
Net Book Value			
At 31 st March 2020	432,245	22,408	454,653
At 31st March 2021	423,311	22,035	445,346

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5. Debtors

	2021	2020
	£	£
Grant receivable	37,243	20,476
Prepayments	5,389	3,276
Other debtors	2,822	9,439
Accrued Income: donation	6,000	9,000
Total	51,454	42,191

6. Creditors: Amounts falling due within one year

	2021	2020
	£	£
Trade creditors	4,372	1,227
Deferred Income	610	2,502
Other creditors	2,389	2,567
Loan repayable	0	0
Accruals	1,172	1,258
Total	8,543	7,554

Deferred income relates to session fees and rental income received in the year but relating to 31st March 2022.

7. Commitments:

The Charity has a commitment to the National Allotments Society that expires within 990 years in respect of the lease of allotment land at De Frene Road Allotments, De Frene Road, Lewisham, London SE26, from and including 1st January 2010, to and including 31st December 3008. The lease was acquired for a premium of £3,250 with rent of £150 a year payable in advance on 1st January every year. Rent will be doubled with effect 1st January 2060 and again every 150 years after that. The total amount payable to the end of the lease in 3008 is £3,781,500. The charity is obliged to notify the Landlord within one month if they vacate, dispose to another party, or cease operations, or if there are any other circumstances in which the lease ceases to be invested in the Charity. A reasonable fee of at least £50 is payable on notification.

The Charity also holds a lease from Lewisham Council on the Queenswood Road Nature Reserve, accessed from Wynnell Road, the site of the Sydenham Garden Resource Centre which expires on 26th September 2042. A peppercorn rent was payable per annum if demanded for the first ten years to 26th September 2017. For the next five years and subsequent five-year periods, either rent is payable based on that for the immediately preceding period or at open market value. To date, no amount has been specified by Lewisham council. The Charity can vacate the lease on written notice being given to the Landlord within at least six months of vacation.

The Charity has a hire agreement with Pitney Bowes Finance Limited for the hire of the franking machine until December 2022. After renegotiation of the lease, £180 is payable each year in quarterly amounts of £45. The total amount payable to the end of the agreement is £315.

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8. Movement in restricted funds

		Balance 1.4 2020	Incoming Resources	Outgoing Resources	Fixed assets Acquired	Balance 31.3 2021
		£	£	£	£	£
<i>Funds held as cash and debtors:</i>						
a)	Art Project costs	0	14,000	(10,018)		3,982
a)	Project costs including staff, sessions and overheads	0	5,550	(5,550)		0
b)	Director and Head of Services Salaries including overheads	0	60,000	(41,954)		18,046
c)	Building & Shelter Refurbishment	3,464	3,934		(7,398)	0
d)	De Frene Growing Lives Fund	33,278	102,926	(100,020)	(350)	35,834
e)	Garden Fund	614	0	(110)		504
f)	Dementia Sow & Keep Growing sessions and overheads	13,376	35,891	(29,225)	(1,270)	18,772
g)	Walking Group costs	0	5,000			5,000
h)	Covid Support funds	0	53,033	(36,323)	(4,429)	12,281
i)	Transitions funds	0	6,250	(5,492)		758
Sub-total – cash and debtors		50,732	286,584	(228,692)	(13,447)	95,177
<i>Funds held as tangible assets:</i>						
j)	Wynell Greenhouse	30,720		(1,366)		29,354
k)	Office and IT equipment	2,001		(1,778)	4,429	4,652
l)	Garden Resource Centre building	302,730		(14,378)	3,909	292,261
m)	Garden Resource Centre fixtures & fittings	662		(95)		567
n)	Tools and Equipment	1,051		(77)		974
o)	De Frene Greenhouse including stove	3,738		(745)		2,993
p)	De Frene compost toilet	3,861		(672)		3,189
q)	Garden furniture	476		(476)		0
q)	Garden shed	470		(95)		375
r)	De Frene Equipment	4,126		(1,092)	350	3,384
s)	De Frene Hub building	13,592		(1,928)		11,664
t)	De Frene Education Hub	1,628		(195)		1,433
u)	Buggy	8,629		(950)		7,679
v)	Path	25,000				25,000
w)	Shelter	0		(196)	4,759	4,563

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Sub-total (tangible assets)	398,684		(24,043)	13,447	388,088
TOTAL RESTRICTED RESERVES	449,416	286,584	(252,735)		483,265

The providers of the above funds in note 8 are as follows:

- a) Merchant Taylors' Company, L&Q Foundation and City Bridge Trust.
- b) The Henry Smith Charity.
- c) Friends of Sydenham Garden and individuals Shelter appeal, London Borough of Lewisham - Energy Fund. The funds relate to new PV panels for the Garden Resource Centre and a pathway shelter.
- d) The Tudor Trust and Big Lottery Fund Reaching Communities. The funds provide weekly therapeutic and vocational sessions based at our market garden De Frene site.
- e) Friends of Sydenham Garden and individual Donors Pond appeal. The fund relates to the refurbishment of the pond and surrounding area.
- f) City Bridge Trust, Hu-Shen Charitable Trust, The Mercers' Company, Independent Age Grant fund, Tesco Bags of Help fund, The Jack Nathan Memorial Fund and the Michael Dufton Memorial & Dementia Fund. The funds are to provide weekly therapeutic sessions for people with early dementia including the production of bi-weekly home bulletins for Co – workers during Covid 19.
- g) Groundwork London Walking and Cycling grant to provide regular health promoting walks.
- h) The Tudor Trust, The National Lottery Community Fund, The Clothworkers' Foundation. The monies are to assist with adapting to and surviving Covid 19 including funds for home working equipment, staff wellbeing courses, core expenses and staff costs.
- i) Maudsley Charity which provides funds to assist our users to find further assistance and services once they have completed their period at Sydenham Garden.

The funders of the above tangible assets are as follows:

- j) Friends of Sydenham Garden and individual Donors Greenhouse appeal, Horniman Museum, the Heritage Lottery Fund
- k) Big Lottery Fund - Reaching Communities, London Borough of Lewisham – Communities that Care, London Borough of Lewisham – Positive Ageing Council Fund, Mrs Smith & Mount Trust, The Mercers' Company, The Beatrice Laing Trust, The Clothworkers' Foundation, The National Lottery Community Fund.
- l) The Harold Hyam Wingate Foundation, Guys & St Thomas' Charity – PCT Development Fund, London Borough of Lewisham, Garfield Weston Foundation, The Clothworkers' Foundation, The Coutts Charitable Trust, The MacRobert Trust, The worshipful Company of Goldsmiths, Friends of Sydenham Garden and Individual Donors Building Appeal, The Percy Bilton Charity, Beatrice Laing Trust, The Tudor Trust, The Trusthouse Charitable Foundation, The Wolfson Foundation, The Henry Smith Charity, City Bridge Trust, London Borough of Lewisham Energy Fund, combined contribution from South London and Maudsley NHS Foundation Trust and NHS Lewisham and London, South London and Maudsley NHS Trust Charitable Funds
- m) South London and Maudsley NHS Trust Charitable Funds

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- n) The Access to Volunteering Fund
- o) London Borough of Lewisham – Social Enterprise, Big Lottery Fund - Awards for All, Big Lottery Fund - Reaching Communities
- p) Big Lottery Fund - Awards for All, Co- Operative Membership Community Fund, Veolia Environmental Trust, Big Lottery Fund – Reaching Communities
- (q) Big Lottery Fund - Reaching Communities, Friends of Sydenham Garden and individual Donors Pond appeal
- r) Big Lottery Fund - Reaching Communities, Evans Cornish foundation and London Groundwork
- s) Veolia Environmental Trust
- t) London Groundwork
- u) The Edward Gostling Foundation (formerly The ACT Foundation)
- v) The Clothworkers' Foundation
- w) Friends of Sydenham Garden and individual Donors Shelter Fund, Michael Dufton Memorial & Dementia Fund

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9. Movement in Designated Special Unrestricted fund

	Balance 1.4.2020	Incoming Resources	Outgoing Resources	Balance 31.3.2021
	£	£	£	£
<i>Funds held</i>				
a) Designated Special Unrestricted fund	12,644	3,000	0	15,644
Total	12,644	3,000	0	15,644

10. Net movement in funds

	2021	2020
	£	£
<i>This is after charging:</i>		
Depreciation	26,769	25,723
Leases/premises rent	1,170	1,170

11. Summary of Assets and Liabilities by Fund

	Unrestricted General Fund		Unrestricted Designated Fund		Restricted Funds tangible assets		Restricted Funds		Total	
	2021	2020	2021	2020	2021	2020	2021	2020	2021	2020
Fixed Assets	57,258	55,969			388,088	398,684			445,346	454,653
Net Current Assets	225,340	175,119	15,644	12,644			95,177	50,732	336,161	238,495
Long term liabilities										
Total	282,598	231,088	15,644	12,644	388,088	398,684	95,177	50,732	781,507	693,148

12. Related Party Transactions

The charity received donations from the Trustees in the year of £513 (2020: £100). No payments were made to related parties in the year (2020: nil).

13. Trustees Expenses

Trustees are entitled to claim travel and subsistence and other expenses related to carrying out the course of their duties at Sydenham Garden. There were no expenses in the year (2020: nil).

14. Independent Examiner's Fee

£1,140 was accrued in the year being the cost of the independent examination for 2021 (2020: £1,200).

15. Volunteers

During the year the Charity had 52 session volunteers that supported us on a weekly basis. The Charity has benefitted from these unpaid volunteers and this is not recognised in the financial statements.

16. Government Grants

Government grants, including local government and NHS Trusts, have provided funds of £141,510 in the year being 31% of total grant income (2020: £55,537 - 19%). These contributed towards loss of earnings, remote working and other additional costs during Covid 19, staff salaries, core costs, overheads and installation of PV panels.

SYDENHAM GARDEN: TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS

17. Analysis of Expenses

	Charitable Activities	Support Costs	Total Charitable Activities	Fundraising Expenses	Total Expenses
	£	£	£	£	£
Human resources	241,931	54,399	296,330		296,330
Project costs	29,353	20	29,373		29,373
Premises costs		22,589	22,589		22,589
Office expenses		4,836	4,836		4,836
Information Technology		6,197	6,197		6,197
Insurance		4,508	4,508		4,508
Depreciation		26,769	26,769		26,769
Governance Costs		1,269	1,269		1,269
Direct fundraising costs				3,044	3,044
Sundry expenses		684	684		684
TOTAL	271,284	121,271	392,555	3,044	395,599