

# Barracks Lane Community Garden Project Ltd



**Presented at AGM for year ended 31<sup>st</sup> March 2022**

**Company Registration Number: 05945388**

**Charity Number: 1116544**

**Our funders and supporters in 2021 - 2022:**





## Members of the Board and Professional Advisors

### Registered Charity Name:

Barracks Lane Community Garden Project

Charity Number: 1116544

Company Registration No.: 05945388

### Registered Office:

c/o 38 Kenilworth Avenue  
Oxford, OX4 2AN

### Trustees (Directors) as of April 2021

Jenny Creese

(Chair of Governors)

Helen Osborn (Treasurer)

John Green (Company Secretary)

Jennifer Tamargo Johnson

Nicole Pohl

### Trustee (Company Secretary):

John Green

### Bankers:

Co-operative Bank  
PLC

P.O. Box 101

1 Balloon Street Manchester  
M60 4EP

## Barracks Lane Community Garden Project Ltd

### Chairperson's Annual Report - Year ended 31st March 2022

The Chairperson on behalf of the Trustees, also Directors for the purposes of company law, present the report and financial statements of the charity for the year ended 31st March 2022.

### The Trustees

The current Board of Trustees appoints new Trustees at a General Meeting, and the decision is duly minuted. One third of Trustees are obliged to retire by rotation at each Annual General Meeting and offer themselves for re-election if that is their wish.

### Governance and Management

Barracks Lane Community Garden Project was originally registered as a charity in 2005 and became a company limited by guarantee and incorporated in September 2006. The company reg number is: 05945388. Our Charity number is: 1116544.

### The Memorandum of Association and Articles of Association govern the Charity

The day to day work of the Charity is undertaken by the Charity Chairperson and Trustee Directors.

They are responsible for ensuring that the strategic aims of the Charity, as determined by the Trustees, are achieved to their satisfaction.

The Charity employs a part-time Coordinator, Gardeners and a Caretaker for project development and programme delivery.





## Chairperson's Summary

**Jenny Creese**

**This report reflects on the achievements and progress made during the period April 1st 2021 to March 31st 2022.**

It was wonderful to see the garden so busy this year after being only able to run limited events and projects the previous year due to the Covid 19 pandemic. We are truly grateful to all our funders who have enabled us to run some wonderful projects and make infrastructure changes to the garden. We built **new raised beds** that will be specifically used for growing food, we completed the work on the pillars in the outdoor kitchen, we ran workshops to create a **mini-beast safari**, ran **singing for wellbeing** sessions, a full programme of events and opened the garden more regularly via our **Garden Guardians** and **Community Engagement Gardeners**.

A beautiful film was made for the **singing group**. You can watch it here:  
<https://vimeo.com/652364322/e8c307dbe2>



We were excited to work with **Flo's Nursery** to provide an outdoor learning space/nursery during the summer term and be an offsite classroom for EMBS.

Moving forward we secured funding from Pye Charitable Settlement to have a **Community Engagement Gardener** in the garden regularly and from the Arts Council (via OCF) to run an event for the Queen's Jubilee.

The future looks really bright for the garden. If anything positive has come from the past 2 years of the pandemic it is our appreciation of green spaces, especially those in urban areas. I hope that the coming year brings more people through our gates to experience what the garden has to offer.

The garden would not have had such an amazing year without the hard work of all the team - thank you Hannah, Roger, Beth, Tom, Dan, our Trustee team and fabulous visitors.

**Jenny Creese, April 2022**

## Thanks to our Funders

**We would particularly like to thank our funding bodies and community fundraisers:**

- **University of Oxford Community Grant**  
– Built two new raised beds
- **National Lottery Fund** – work to outdoor kitchen, Garden Guardians, Community Engagement Gardeners and caretaking
- **National Lottery Fund** – Singing and Sharing Project and purchase of camera
- **CAG Oxfordshire** – contribution to Fermenting Workshop and Composting Workshop
- **Good Food Oxfordshire** – contribution to Plant and Seed Swap and Harvest Festival
- **Neighbourly** – supported the mini-beast safari
- **OCF** – Singing for Wellbeing

**Funding granted in 2021-22 financial year for activities continuing into 2022 – 23 financial year:**

- **TOE** – building raised beds made from recycled plastic for food growing
- **National Lottery Fund** – work to outdoor kitchen, Garden Guardians, Community Engagement Gardeners and caretaking

All the people, groups and organisations that have booked the garden for their own events – this provides an essential part of our income.

All those who give donations to the garden and offer their time and skills. Oxford City Council who are our landlords and charge a peppercorn rent.

# Objectives & Activities

## The objectives of the charity are:

1. To provide and maintain a public Garden or Gardens for the use and the benefit of the inhabitants of the Oxford area and others (the beneficiaries) in the interests of social welfare and with the objects of improving conditions of life for the said beneficiaries and to promote develop and support community led Gardening initiatives in the Oxford area generally.
2. The advancement of public education in the area of the environmental, economic and social dimensions of sustainability and biodiversity by the development and delivery of educational activities including vegetable and flower growing, waste management and the use of renewable energy sources.

## To achieve this the garden project:

1. Has built and maintains a garden for all members of the community and general public to use free of charge for recreation and leisure.
2. Offers the garden to organisations and individuals who want to hold their own events for their members, for courses and for private functions.
3. Works in partnership with other organisations to facilitate events and activities that benefit certain community groups in particular those who are disadvantaged socially, economically, through disability or life circumstance.
4. Puts on events and activities open to everyone to encourage general use of the garden.
5. Uses the garden as a venue to demonstrate and encourage a greater understanding of sustainable and environmentally friendly ways of urban living. In particular to demonstrate sustainable and environmentally friendly ways of building, growing food, managing water, managing waste and the use of renewable energy sources.



*The weekly singing group was such a success we are bringing it back this year*

# Summary of Achievements & Highlights (2021-2022)

This year saw the garden move towards focusing on **growing food**, with the creation of **raised beds** and the purchase of a **polytunnel**. One of the raised beds has become home to part of the **mini-beast safari** as the garden recognises the role insects, reptiles and birds play in supporting a healthy ecosystem.

**The Singing and Sharing project**, supported by the National Lottery, gave the garden the opportunity to support members of our community who had felt lonely and isolated over the past year. The success of this project led the garden to apply for a grant from OCF to run it again, and the garden will fund the next phase of singing from its own reserves.

Towards the end of the financial year the garden was awarded a grant from TOE, for **Wild Edges part 2**. This project sees the garden continue its use of recycled plastic to create new raised beds and planters in the garden to support food growing. The Garden has been kept safe and beautiful with the work of **Dan Thorpe** (Maintenance), **Hannah Jones** (Coordinator), **Beth Astle** and **Tom Wells** (Community Engagement Gardeners) and **Roger Felton** (volunteer Caretaker). It is fantastic to have the continuity of their service to the Garden.

## 1. Use by the community

We are thrilled to report that although numbers of community member using the garden is not back to pre-Covid levels, we saw a healthy 3,750 during the year. As in previous pre-Covid years most visits came via private bookings for community events and gatherings. We are delighted that we could provide a safe, green space for our long term and regular users of the garden who continue to play such an important part in the garden such as:

- Name It Youth Group
- Woodcraft Folk and Woodcraft Pioneers
- EMBS
- Flos Nursery
- Oxford Triratna

We were glad to welcome new users using the cabin for singing groups and choirs, children's parties, management away days and training sessions.



## 2. Making the garden suitable for everyone

Keeping people safe while they are in the garden is important to us and we make regular checks that we provide a garden that is suitable for all the community. We listen to the feedback from our users and respond to identified needs and problems as they arise. Dan Thorpe has kept up the running repairs. We have identified that one of the compost toilet bays needs to be externally drained, there is some additional work to be done to the outdoor kitchen to improve its function and we need to review the soakaway.



*A popular wreath-making workshop from November*

## 3. Developing our volunteer programme to support and care for the garden

The two Community Engagement Gardeners (Beth Astle and Tom Wells) have worked industriously during the year to keep the garden in such good shape. On the days that they worked in the garden, the garden was also open to the community, which enabled them to work with groups of volunteers e.g. from Crisis, and individuals. People were able to volunteer for a variety of gardening tasks to suit different abilities, or just enjoy being in the garden, so vital for people's wellbeing.



*The living roof on the kitchen is doing well*

As an alternative to having organisations in the garden for corporate volunteer days the garden ran several Community Work Days. It is envisaged that as Covid restrictions further lift during 2022/23 then the garden will engage with organisation such as Good Gym and via Neighbourly to have work groups in the garden.

The start of 2022 saw the garden begin to work with Oxford Brookes University to host two work placement students from the Faculty of Humanities and Social Science. The actual work placements took placement in April 2022 so further details will be included in the next annual report.



*Fire-side fun at our Festival of Fire & Light 2021*

## 4. Events, workshop and celebrations

Because of grants, community fundraising, donations, trustee and Community Work Days we have been able to celebrate the renewal of the infrastructure of the Garden. It was wonderful to be able to offer an exciting programme of workshops and events this year and be open more regularly with the Garden Guardians and Community Engagement Gardeners. This will continue in 2022-23.



This year we ran:

- Composting Workshop
- Build a Raised Bed Workshop
- Plant and Seed Swap
- Fermentation Workshop and Harvest Festival
- Festival of Fire and Light
- Homes for our Flying Friends  
(building bird and bat boxes)



*Bird & Bat boxes*



*Bug motel got a make-over*



*Octagonal got re-varnished*



## 5. Communications

Our website and a linked **Yahoo calendar** and **Facebook** and **Instagram** page, as well as our **Mailchimp** Newsletter, informs people of the Garden, promotes our events, and allows booking the Garden and other resource. We've also started using Twitter to reach people @BarracksLaneOX

We produce posters and flyers as a way of reaching people not connected to digital media. Thank you Tim Pullen (web), Stig (design & print) and Computer Assistance for enabling this to happen.



*The BLCG website homepage designed by Tim Pullen*

## 6. Special Projects

Funding from TOE allowed the garden to build two more raised beds from recycled plastic that will be used for food growing and the generous funding from the National Lottery Community Fund allowed the garden to carryout infrastructure work, open more regularly and run a singing group.

Funding from the University of Oxford enabled us to build two raised beds at a Community Workshop, supporting out move to focusing on horticultural production moving forward. A grant from Neighbourly helped the garden to create it's min-beast safari and micro grants from CAG Oxfordshire and Good Food Oxfordshire supported our community events.

# Looking Ahead

## Planning for the future

An important aspect of the trustees' work is to plan ahead to ensure the garden's future. The garden was very successful in being awarded grant funding this year which enabled the day to day activities of the garden to be funded, support the core aims of the garden, and run new projects and adding to the infrastructure of the garden.

We have seen our social media presence grow this year which bring this unique venue to the widest groups of users in our diverse community.

Moving forward we are looking to encourage new, regular groups to the garden. We have made plans to ensure the infrastructure of the Garden remains safe and that items are replaced when they are no longer serviceable.

We have submitted several funding bids for 2022-23 which if successful will ensure we continue to make the Garden a welcoming space when the Community Engagement Gardeners are onsite to provide a sustaining cup of tea and snacks, a newspaper to read as well offering suitable gardening tasks for those who have come to offer their physical support in the upkeep of the Garden.

## Financial review and reserves including capital reserves policy

Our total funds increased by £2,424 in the year to 31 March 2022. Total reserves at the end of March 2022 were £40,909, of which £35,935 were unrestricted.

The charity is dependent on a mixture of grant funding, donations and other fundraising efforts. Reserves are retained in order to allow the charity to be able to continue to cover its operating costs for at least the next six months and continue as a going concern in the event that incoming donations are unexpectedly reduced for a period of time.

The unrestricted cash equivalent reserves of £32,279 at the year-end represents just over three years of core operating costs.

Signed:



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John Green (Company Secretary)



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Jenny Creese (Chair)

Date: 30 October 2022



# *Barracks Lane*



## *Community Garden*



**BARRACKS LANE COMMUNITY GARDEN PROJECT**

**UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED  
31 MARCH 2022**

**Charity Number 1116544  
Company Registration Number 05945388**

# **BARRACKS LANE COMMUNITY GARDEN PROJECT**

## **UNAUDITED FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2022**

<b>CONTENTS</b>	<b>PAGE</b>
Responsibilities of the Trustees	2
Independent Examiner's report to the members	3
Statement of Financial Activities	4
Balance Sheet	5
Notes to the financial statements	6-10



# BARRACKS LANE COMMUNITY GARDEN PROJECT

## RESPONSIBILITIES OF THE TRUSTEES

The trustees (who are also the directors of the Barracks Lane Community Garden Project for the purposes of Company Law) are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and regulations.

Company Law requires the trustees to prepare financial statements for each financial year. Under that law the trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law 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 charitable company and the income and expenditure of the charitable company for that year.

In preparing these financial statements, the trustees are required to:

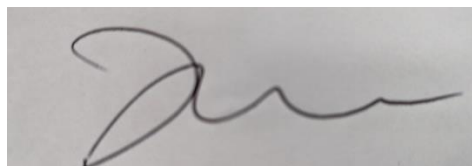
- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and which enable them to ensure that the financial statements comply with the Companies Act 2006. They are responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

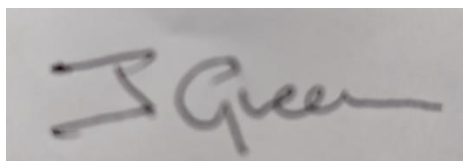
## INDEPENDENT EXAMINATION

Sheila Parry FCCA of SPX Oxford Ltd will be considered for re-appointment at the next trustees' meeting as independent examiner for the ensuing year.

Signed on behalf of the trustees



Jenny Creese



John Green

Date **30<sup>th</sup> October 2022**

# **BARRACKS LANE COMMUNITY GARDEN PROJECT**

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF BARRACKS LANE COMMUNITY GARDEN PROJECT**

**YEAR ENDED 31 MARCH 2022**

I report on the accounts of the charity for the year ended 31 March 2022 which are set out on pages 4 to 10.

### **RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

### **BASIS OF INDEPENDENT EXAMINER'S REPORT**

My examination was carried out in accordance with the general Directions given by the Charity Commission. 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 no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

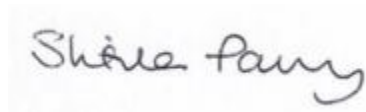
### **INDEPENDENT EXAMINER'S STATEMENT**

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
- to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Sheila Parry FCCA

Date: 24 November 2022



# BARRACKS LANE COMMUNITY GARDEN PROJECT

## STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 MARCH 2022

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Unrestricted Funds £	Restricted Funds £	Total 2021 £
<b>Income from:</b>							
Donations and legacies	3	10,515	14,650	25,165	15,530	6,900	22,430
<b>Total income</b>		<u>10,515</u>	<u>14,650</u>	<u>25,165</u>	<u>15,530</u>	<u>6,900</u>	<u>22,430</u>
<b>Expenditure on:</b>							
Charitable activities	4	10,614	12,127	22,741	9,608	6,900	16,508
<b>Total expenditure</b>		<u>10,614</u>	<u>12,127</u>	<u>22,741</u>	<u>9,608</u>	<u>6,900</u>	<u>16,508</u>
<b>Net income / -expenditure</b>		- 99	2,523	2,424	5,922	-	5,922
<b>Transfers between funds</b>				-	-	-	-
<b>Net movement in funds</b>		<u>- 99</u>	<u>2,523</u>	<u>2,424</u>	<u>5,922</u>	<u>-</u>	<u>5,922</u>
<b>Reconciliation of funds:</b>							
Total funds brought forwards		36,034	2,450	38,484	30,112	2,450	32,562
<b>Total funds carried forward</b>		<u>35,935</u>	<u>4,973</u>	<u>40,908</u>	<u>36,034</u>	<u>2,450</u>	<u>38,484</u>

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

# BARRACKS LANE COMMUNITY GARDEN PROJECT

## BALANCE SHEET 31 MARCH 2022

		2022	2021
		£	£
	Notes		
<b>FIXED ASSETS</b>			
Tangible Assets	7	3,656	4,842
<b>CURRENT ASSETS</b>			
Debtors		-	-
Cash at bank		41,809	45,056
		<u>41,809</u>	<u>45,056</u>
<b>CREDITORS:</b> Amounts falling due within one year	8	<u>4,557</u>	<u>11,414</u>
<b>NET CURRENT ASSETS</b>		<u>37,252</u>	<u>33,642</u>
<b>NET ASSETS</b>		<u>40,908</u>	<u>38,484</u>
<b>FUNDS</b>			
<b>INCOME FUNDS</b>			
Unrestricted Income funds	10	35,935	36,034
Restricted Income funds	9	4,973	2,450
<b>TOTAL INCOME FUNDS</b>		<u>40,908</u>	<u>38,484</u>

For the year ended 31 March 2022 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

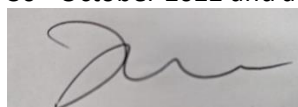
The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476.

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

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

These accounts were approved by the members of the committee and authorised for issue on the

30<sup>th</sup> October 2022 and are signed on their behalf by:



Jenny Creese, Chair



# **BARRACKS LANE COMMUNITY GARDEN PROJECT**

## **NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2022**

### **1. COMPANY STATUS**

Barracks Lane Community Garden Project is a company limited by guarantee. The liability of each member is limited to £1 on a winding up of the company. The total number of such guarantees as at 31 March 2022 was seven.

### **2. ACCOUNTING POLICIES**

#### **Basis of accounting**

The financial statements have been prepared under the historical cost convention, and in accordance with applicable United Kingdom accounting standards and the requirements of the Statement of Recommended Practice 'Accounting and Reporting by Charities' issued in March 2015 (SORP 2015).

#### **Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the Board for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

#### **Fixed assets**

All fixed assets are initially recorded at cost.

#### **Depreciation**

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

Semi-permanent structures	10% Straight line
Other fixtures and fittings	20% Straight line

#### **Irrecoverable VAT**

All resources expended are classified under activity headings that aggregate all costs related to the category. Irrecoverable VAT is charged against the category of resources expended in relation to which it was incurred.

# BARRACKS LANE COMMUNITY GARDEN PROJECT

## NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2022

### 3. DONATIONS AND LEGACIES

	Unrestricted	Restricted	Total Funds	Total Funds
			2022	2021
	£	£	£	£
Donations	10,515	14,650	25,165	22,430

### 4. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE

	Unrestricted	Restricted	Total Funds	Total Funds
			2022	2021
	£	£	£	£
Garden Development	240	2,594	2,834	1,162
Insurance	55	-	55	55
Marketing	192	453	645	160
Admin and workshop coordinator	4,978	2,100	7,078	-
Workshop and event support	-	42	42	3,902
Workshop and event leaders	665	2,106	2,771	125
Garden Maintenance	700	3,770	4,470	6,716
Utility costs	125	62	187	82
Website	239	313	552	206
Depreciation	1,186	-	1,186	2,861
Other costs	1,158	686	1,844	245
Governance	1,077	-	1,077	995
Total charitable activities	10,614	12,127	22,741	16,508

### 5. GOVERNANCE COSTS

	Unrestricted	Restricted	Total Funds	Total Funds
			2022	2021
	£	£	£	£
Companies House fees	13	-	13	13
Insurance	551	-	551	550
Accountancy fees	513	-	513	432
	1,077	-	1,077	995

# BARRACKS LANE COMMUNITY GARDEN PROJECT

## NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2022

### 6. NET INCOMING RESOURCES FOR THE YEAR

This is stated after charging:

	2022	2021
	£	£
Depreciation	<u>1,186</u>	<u>2,861</u>

### 7. TANGIBLE FIXED ASSETS

	Equipment £
<b>COST</b>	
At 1 April 2021	42,378
Additions	-
Disposals	-
At 31 March 2022	<u>42,378</u>
<b>DEPRECIATION</b>	
At 1 April 2021	37,536
Disposals	-
Charge for the year	<u>1,186</u>
At 31 March 2022	<u>38,722</u>
<b>NET BOOK VALUE</b>	
At 1 April 2021	<u>4,842</u>
At 31 March 2022	<u>3,656</u>



# BARRACKS LANE COMMUNITY GARDEN PROJECT

## NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2022

### 8. CREDITORS: Amounts falling due within one year

	2022	2021
	£	£
Accruals	432	864
Income in advance	4,125	10,550
	<u>4,557</u>	<u>11,414</u>

### 9. RESTRICTED INCOME FUNDS

	Balance at 1 Apr 2021	Income	Expenditure	Transfers	Balance as at 31 Mar 2022
	£	£	£	£	£
Anon donor final contingency	2,000	-	-	-	2,000
Oxfordshire Community Foundation	450	1,000	- 90	-	1,360
Neighorboroughly Community Grant Fund	-	400	- 255	-	145
TOE	-	-	- 1,795	-	- 1,795
University of Oxford Community Grant	-	550	- 550	-	-
National Lottery Community Fund	-	10,000	- 6,737	-	3,263
National Lottery Community Fund Singing and Sharing	-	2,500	- 2,500	-	-
The PYE Foundation	-	-	-	-	-
Good Food Oxford Micro Grant Plant and Swap	-	50	- 50	-	-
Good Food Oxford Micro Grant Harvest Festival	-	50	- 50	-	-
CAG Micro Grant for Fermenting Workshop	-	50	- 50	-	-
CAG Micro Grant for Composting Workshop	-	50	- 50	-	-
<b>Total funds</b>	<u>2,450</u>	<u>14,650</u>	<u>- 12,127</u>	<u>-</u>	<u>4,973</u>

#### Purpose of restricted funds

**Anonymous donor final contingency:** Funds set aside for final closure of garden should this be needed at the end of the lease or if otherwise required.

#### University of Oxford Community Grant £550 - Growing Vegetables, Growing Communities

This grant paid for the materials to build a raised bed specifically to be used for growing food and covered costs of workshop leader to run community workshop on building raised beds.

#### National Lottery Community Fund - £10,000 (ends 4<sup>th</sup> April 2022)

This grant contributed towards the Coordinator costs, Garden Guardians to be at garden every other Saturday for 20 weeks, refreshments for these days, a contribution towards

## **BARRACKS LANE COMMUNITY GARDEN PROJECT**

garden caretaking, publicity and garden upkeep, paid for 19 Community Engagement Gardener Days, and contributed to running costs as well as replacing kitchen front pillars and the labour for this.

### CAG Micro Grant for Fermenting Workshop - £50

This grant paid for compostable plates and refreshments.

### CAG Micro Grant for Composting Workshop - £50

This grant paid for consumables, chalk pens and a marketing contribution.

### Good Food Oxford Micro Grant Plant and Seed Swap - £50

This grant paid for pots, compost and a contribution towards marketing

### Good Food Oxford Micro Grant Harvest Festival - £50

This grant contributed towards the marketing for the events and the pumpkins.

### National Lottery Community Fund Singing and Sharing - £2,500

This grant contributed towards Coordinator costs, paid for the Singing group leader and their preparation time, refreshments each session, a camera, a contribution to overheads, a contribution to general project costs including marketing and printing and support with editing the group film.

### TOE Wild Edges Part 2 - £4819.54 (ends 31<sup>st</sup> January 2023)

This grant will pay for 2 x planters and 2 x new raised beds. It covers the labour and will pay for top soil and compost.

### Neighbourly - £400 (ends 31<sup>st</sup> May 2022)

This grant will cover workshop Leader for the building Bird and Bats Homes workshop, and Insect and Reptile Homes workshop, workshop expenses and hedges.

### OCF Singing - £1,000 (ends 23<sup>rd</sup> October 2022)

This grant covers singing facilitation and preparation and a contribution towards the Coordinator.

### PYE - £4125 (ends 30<sup>th</sup> September 2022)

This grant will pay for the Community Engagement Gardeners for 6 x Sundays and one half day a week April – September. It pays for 3 x workshop leaders and expenses, refreshments for 26 sessions and makes a contribution towards marketing, the Coordinator costs, and volunteer expenses.

# BARRACKS LANE COMMUNITY GARDEN PROJECT

## NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2022

### 10. UNRESTRICTED INCOME FUNDS

	Balance at 1 Apr 2021	Income	Expenditure	Transfers	Balance as at 31 Mar 2022
	£	£	£	£	£
Total funds	36,034	10,515	- 10,614		35,935
	<u>36,034</u>	<u>10,515</u>	<u>- 10,614</u>	<u>-</u>	<u>35,935</u>

### 11. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible fixed assets	Net current assets / liabilities	Total
	£	£	£
<b>Restricted income funds</b>			
Anon donor final contingency	-	2,000	2,000
Oxfordshire Community Foundation		1,360	1,360
Neighbourly Community Grant Fund		145	145
National Lottery Community Fund		3,263	3,263
The PYE Foundation		-	-
TOE		- 1,795	- 1,795
<b>Total funds</b>	<u>-</u>	<u>4,973</u>	<u>4,973</u>
<b>Unrestricted income funds</b>			
General funds	3,656	32,279	35,935
<b>Total funds</b>	<u>3,656</u>	<u>37,252</u>	<u>40,908</u>

### 12. TRUSTEE EXPENSES AND RELATED PARTY TRANSACTIONS

No trustees were paid for their services or reimbursed for any expenses during the year.

During the year there were no related party transactions:



**BARRACKS LANE COMMUNITY GARDEN PROJECT**

**UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED  
31 MARCH 2022**

**Charity Number 1116544  
Company Registration Number 05945388**

# **BARRACKS LANE COMMUNITY GARDEN PROJECT**

## **UNAUDITED FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2022**

<b>CONTENTS</b>	<b>PAGE</b>
Responsibilities of the Trustees	2
Independent Examiner's report to the members	3
Statement of Financial Activities	4
Balance Sheet	5
Notes to the financial statements	6-10

# BARRACKS LANE COMMUNITY GARDEN PROJECT

## RESPONSIBILITIES OF THE TRUSTEES

The trustees (who are also the directors of the Barracks Lane Community Garden Project for the purposes of Company Law) are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and regulations.

Company Law requires the trustees to prepare financial statements for each financial year. Under that law the trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law 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 charitable company and the income and expenditure of the charitable company for that year.

In preparing these financial statements, the trustees are required to:

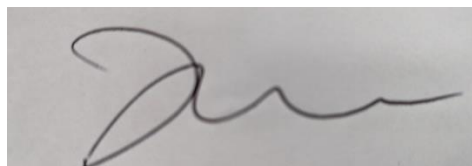
- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and which enable them to ensure that the financial statements comply with the Companies Act 2006. They are responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

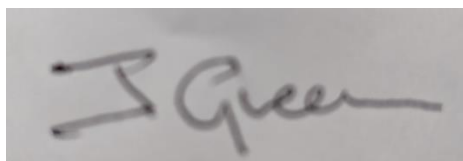
## INDEPENDENT EXAMINATION

Sheila Parry FCCA of SPX Oxford Ltd will be considered for re-appointment at the next trustees' meeting as independent examiner for the ensuing year.

Signed on behalf of the trustees



Jenny Creese



John Green

Date **30<sup>th</sup> October 2022**



# **BARRACKS LANE COMMUNITY GARDEN PROJECT**

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF BARRACKS LANE COMMUNITY GARDEN PROJECT**

**YEAR ENDED 31 MARCH 2022**

I report on the accounts of the charity for the year ended 31 March 2022 which are set out on pages 4 to 10.

### **RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

### **BASIS OF INDEPENDENT EXAMINER'S REPORT**

My examination was carried out in accordance with the general Directions given by the Charity Commission. 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 no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

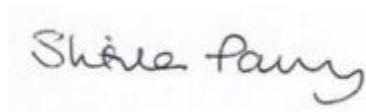
### **INDEPENDENT EXAMINER'S STATEMENT**

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
- to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Sheila Parry FCCA

Date: 24 November 2022

# BARRACKS LANE COMMUNITY GARDEN PROJECT

## STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 MARCH 2022

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Unrestricted Funds £	Restricted Funds £	Total 2021 £
<b>Income from:</b>							
Donations and legacies	3	10,515	14,650	25,165	15,530	6,900	22,430
<b>Total income</b>		<u>10,515</u>	<u>14,650</u>	<u>25,165</u>	<u>15,530</u>	<u>6,900</u>	<u>22,430</u>
<b>Expenditure on:</b>							
Charitable activities	4	10,614	12,127	22,741	9,608	6,900	16,508
<b>Total expenditure</b>		<u>10,614</u>	<u>12,127</u>	<u>22,741</u>	<u>9,608</u>	<u>6,900</u>	<u>16,508</u>
<b>Net income / -expenditure</b>		- 99	2,523	2,424	5,922	-	5,922
<b>Transfers between funds</b>				-	-	-	-
<b>Net movement in funds</b>		<u>- 99</u>	<u>2,523</u>	<u>2,424</u>	<u>5,922</u>	<u>-</u>	<u>5,922</u>
<b>Reconciliation of funds:</b>							
Total funds brought forwards		36,034	2,450	38,484	30,112	2,450	32,562
<b>Total funds carried forward</b>		<u>35,935</u>	<u>4,973</u>	<u>40,908</u>	<u>36,034</u>	<u>2,450</u>	<u>38,484</u>

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

# BARRACKS LANE COMMUNITY GARDEN PROJECT

## BALANCE SHEET 31 MARCH 2022

		2022	2021
		£	£
	Notes		
<b>FIXED ASSETS</b>			
Tangible Assets	7	3,656	4,842
<b>CURRENT ASSETS</b>			
Debtors		-	-
Cash at bank		41,809	45,056
		<u>41,809</u>	<u>45,056</u>
<b>CREDITORS:</b> Amounts falling due within one year	8	<u>4,557</u>	<u>11,414</u>
<b>NET CURRENT ASSETS</b>		<u>37,252</u>	<u>33,642</u>
<b>NET ASSETS</b>		<u>40,908</u>	<u>38,484</u>
<b>FUNDS</b>			
<b>INCOME FUNDS</b>			
Unrestricted Income funds	10	35,935	36,034
Restricted Income funds	9	4,973	2,450
<b>TOTAL INCOME FUNDS</b>		<u>40,908</u>	<u>38,484</u>

For the year ended 31 March 2022 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

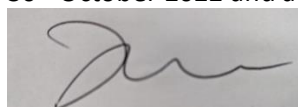
The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476.

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

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

These accounts were approved by the members of the committee and authorised for issue on the

30<sup>th</sup> October 2022 and are signed on their behalf by:



Jenny Creese, Chair



# **BARRACKS LANE COMMUNITY GARDEN PROJECT**

## **NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2022**

### **1. COMPANY STATUS**

Barracks Lane Community Garden Project is a company limited by guarantee.  
The liability of each member is limited to £1 on a winding up of the company. The total number of such guarantees as at 31 March 2022 was seven.

### **2. ACCOUNTING POLICIES**

#### **Basis of accounting**

The financial statements have been prepared under the historical cost convention, and in accordance with applicable United Kingdom accounting standards and the requirements of the Statement of Recommended Practice 'Accounting and Reporting by Charities' issued in March 2015 (SORP 2015).

#### **Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the Board for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

#### **Fixed assets**

All fixed assets are initially recorded at cost.

#### **Depreciation**

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

Semi-permanent structures	10% Straight line
Other fixtures and fittings	20% Straight line

#### **Irrecoverable VAT**

All resources expended are classified under activity headings that aggregate all costs related to the category. Irrecoverable VAT is charged against the category of resources expended in relation to which it was incurred.

# BARRACKS LANE COMMUNITY GARDEN PROJECT

## NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2022

### 3. DONATIONS AND LEGACIES

	Unrestricted	Restricted	Total Funds	Total Funds
			2022	2021
	£	£	£	£
Donations	10,515	14,650	25,165	22,430

### 4. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE

	Unrestricted	Restricted	Total Funds	Total Funds
			2022	2021
	£	£	£	£
Garden Development	240	2,594	2,834	1,162
Insurance	55	-	55	55
Marketing	192	453	645	160
Admin and workshop coordinator	4,978	2,100	7,078	-
Workshop and event support	-	42	42	3,902
Workshop and event leaders	665	2,106	2,771	125
Garden Maintenance	700	3,770	4,470	6,716
Utility costs	125	62	187	82
Website	239	313	552	206
Depreciation	1,186	-	1,186	2,861
Other costs	1,158	686	1,844	245
Governance	1,077	-	1,077	995
Total charitable activities	10,614	12,127	22,741	16,508

### 5. GOVERNANCE COSTS

	Unrestricted	Restricted	Total Funds	Total Funds
			2022	2021
	£	£	£	£
Companies House fees	13	-	13	13
Insurance	551	-	551	550
Accountancy fees	513	-	513	432
	1,077	-	1,077	995

# BARRACKS LANE COMMUNITY GARDEN PROJECT

## NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2022

### 6. NET INCOMING RESOURCES FOR THE YEAR

This is stated after charging:

	2022	2021
	£	£
Depreciation	<u>1,186</u>	<u>2,861</u>

### 7. TANGIBLE FIXED ASSETS

	Equipment £
<b>COST</b>	
At 1 April 2021	42,378
Additions	-
Disposals	-
At 31 March 2022	<u>42,378</u>
<b>DEPRECIATION</b>	
At 1 April 2021	37,536
Disposals	-
Charge for the year	<u>1,186</u>
At 31 March 2022	<u>38,722</u>
<b>NET BOOK VALUE</b>	
At 1 April 2021	<u>4,842</u>
At 31 March 2022	<u>3,656</u>

# BARRACKS LANE COMMUNITY GARDEN PROJECT

## NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2022

### 8. CREDITORS: Amounts falling due within one year

	2022	2021
	£	£
Accruals	432	864
Income in advance	4,125	10,550
	<u>4,557</u>	<u>11,414</u>

### 9. RESTRICTED INCOME FUNDS

	Balance at 1 Apr 2021	Income	Expenditure	Transfers	Balance as at 31 Mar 2022
	£	£	£	£	£
Anon donor final contingency	2,000	-	-	-	2,000
Oxfordshire Community Foundation	450	1,000	- 90	-	1,360
Neighorboroughly Community Grant Fund	-	400	- 255	-	145
TOE	-	-	- 1,795	-	- 1,795
University of Oxford Community Grant	-	550	- 550	-	-
National Lottery Community Fund	-	10,000	- 6,737	-	3,263
National Lottery Community Fund Singing and Sharing	-	2,500	- 2,500	-	-
The PYE Foundation	-	-	-	-	-
Good Food Oxford Micro Grant Plant and Swap	-	50	- 50	-	-
Good Food Oxford Micro Grant Harvest Festival	-	50	- 50	-	-
CAG Micro Grant for Fermenting Workshop	-	50	- 50	-	-
CAG Micro Grant for Composting Workshop	-	50	- 50	-	-
<b>Total funds</b>	<u>2,450</u>	<u>14,650</u>	<u>- 12,127</u>	<u>-</u>	<u>4,973</u>

#### Purpose of restricted funds

**Anonymous donor final contingency:** Funds set aside for final closure of garden should this be needed at the end of the lease or if otherwise required.

#### University of Oxford Community Grant £550 - Growing Vegetables, Growing Communities

This grant paid for the materials to build a raised bed specifically to be used for growing food and covered costs of workshop leader to run community workshop on building raised beds.

#### National Lottery Community Fund - £10,000 (ends 4<sup>th</sup> April 2022)

This grant contributed towards the Coordinator costs, Garden Guardians to be at garden every other Saturday for 20 weeks, refreshments for these days, a contribution towards



## **BARRACKS LANE COMMUNITY GARDEN PROJECT**

garden caretaking, publicity and garden upkeep, paid for 19 Community Engagement Gardener Days, and contributed to running costs as well as replacing kitchen front pillars and the labour for this.

### CAG Micro Grant for Fermenting Workshop - £50

This grant paid for compostable plates and refreshments.

### CAG Micro Grant for Composting Workshop - £50

This grant paid for consumables, chalk pens and a marketing contribution.

### Good Food Oxford Micro Grant Plant and Seed Swap - £50

This grant paid for pots, compost and a contribution towards marketing

### Good Food Oxford Micro Grant Harvest Festival - £50

This grant contributed towards the marketing for the events and the pumpkins.

### National Lottery Community Fund Singing and Sharing - £2,500

This grant contributed towards Coordinator costs, paid for the Singing group leader and their preparation time, refreshments each session, a camera, a contribution to overheads, a contribution to general project costs including marketing and printing and support with editing the group film.

### TOE Wild Edges Part 2 - £4819.54 (ends 31<sup>st</sup> January 2023)

This grant will pay for 2 x planters and 2 x new raised beds. It covers the labour and will pay for top soil and compost.

### Neighbourly - £400 (ends 31<sup>st</sup> May 2022)

This grant will cover workshop Leader for the building Bird and Bats Homes workshop, and Insect and Reptile Homes workshop, workshop expenses and hedges.

### OCF Singing - £1,000 (ends 23<sup>rd</sup> October 2022)

This grant covers singing facilitation and preparation and a contribution towards the Coordinator.

### PYE - £4125 (ends 30<sup>th</sup> September 2022)

This grant will pay for the Community Engagement Gardeners for 6 x Sundays and one half day a week April – September. It pays for 3 x workshop leaders and expenses, refreshments for 26 sessions and makes a contribution towards marketing, the Coordinator costs, and volunteer expenses.

# BARRACKS LANE COMMUNITY GARDEN PROJECT

## NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2022

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	<u>36,034</u>	<u>10,515</u>	<u>- 10,614</u>	<u>-</u>	<u>35,935</u>

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	Tangible fixed assets £	Net current assets / liabilities £	Total £
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TOE		- 1,795	- 1,795
<b>Total funds</b>	<u>-</u>	<u>4,973</u>	<u>4,973</u>
<b>Unrestricted income funds</b>			
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