

BROCKWELL PARK COMMUNITY GREENHOUSES

Registered Charity No. 1140590

TRUSTEES' REPORT AND FINANCIAL STATEMENTS **FOR THE YEAR ENDED 31 MARCH 2021**

CONTENTS

Page

1	Legal and Administrative Details
2-5	Report of Trustees
6-7	Independent Examiner's report
8	Balance Sheet
9	Statement of Financial Activities
10-12	Notes to the Accounts

BROCKWELL PARK COMMUNITY GREENHOUSES

Registered Charity No. 1140590

ORGANISATIONAL PROFILE **FOR THE YEAR ENDED 31 MARCH 2021**

TRUSTEES

Chair	Chris Smith
Secretary	Sarah Wales
Treasurer	Andrew Oxley
	Liz Day
	Antonia Gross
	Derek Hoare
	Alice Noakes
	Joshua Piercey
	David Roy
	Janet Worth

REGISTERED OFFICE:

Brockwell Park Community Greenhouses
Brockwell Park
London, SE24 9BN

BANKERS:

The Co-operative Bank Plc
P O Box 250
Delf House
Southway
Skelmersdale, WN8 6WT

ACCOUNTANTS:

Charles Osei, BSc(Hons), MSc, ACIE, AFA, ATA, ACIPP
Practical Accounting Training Ltd
Equitable House, 2nd Floor
10 Woolwich New Road
London, SE18 6AB

BROCKWELL PARK COMMUNITY GREENHOUSES

Registered Charity No. 1140590

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31 MARCH 2021**

Objectives and Activities

The Charity's purposes are set out in its Memorandum and Articles of Association.

Brockwell Park Community Greenhouses (BPCG) provides educational and training resources in sustainable horticulture and promotes physical and mental wellbeing through horticultural activities and engagement with the natural world.

In addition, the Charity promotes wildlife and biodiversity and promotes healthy eating and local food growing, by engaging local visitors, volunteers and school children with a wide range of activities and interpretation in our 1-acre garden.

In shaping the objectives for the year and planning the activities, the Trustees have considered the Charity Commission's guidance on public benefit, including the guidance on public benefit and fee charging. The Charity relies on grants and the income from fees and charges to cover its operating costs. In setting the level of fees, charges and concessions, the Trustees give careful consideration to the accessibility of the gardens and the events we hold for those on low income.

This was a difficult and fragmented year punctuated by three lockdowns. Most schools stopped visiting for the entire year and our beneficial family and children's and community activities were severely curtailed. Early in the year the Charity determined to focus on maintaining and improving the garden on our plant propagation programme and on food processing therefore maximising beneficial volunteer opportunities and delivering pleasure and benefit to visitors when the site could be open. Adult garden volunteering continued throughout the year. The Charity got an online ordering and collection service going for plants and produce rapidly in April 2020 and ran this through to 20th June when the gardens were reopened four days a week for visiting, operating a one-way system which won plaudits for enabling visitors to see new parts of the site which they had not previously known about. Sound and nature discovery trails were made for visiting children to enjoy. The gardens only closed again in the first part of 2021.

Freelancers and volunteers enabled us to continue our outdoor garden sessions with pre-school children and with teenagers from SEND schools when Covid regulations allowed. Off site visits to nurseries and schools were also delivered. Limited audience outdoor music events took place during the late summer of 2020. Throughout the year the Charity delivered online talks, discussions, fermentation, singing and wreath making sessions under our BPCG at Home platform generating significant new audiences. Accompanying instructional videos and films of talks were published and disseminated from our website and via social media for all age audiences. The Charity also partnered with a local charity Healthy Living Platform to make weekly deliveries of emergency cooked food and BPCG grown produce to local low-income families. The Charity's community gardener ran an adult therapeutic drawing group weekly throughout the warmer months of the year with an average attendance of seven and ran a therapeutic gardening group every Friday afternoon with an average attendance of six. The Trustees are satisfied that the Charity delivered significant benefit to the community over a testing year.

Trustees acted promptly furloughing two family and children staff in April. We gained confidence in the Charity's ability to self-fund core activities and the results for the year are much better than the Trustees feared they would be at the beginning of the year. This is due to our fantastic volunteers and staff who were committed and flexible during this disjointed year. Whilst turnover decreased, we saved salary costs and were supported by donations, grants and a significant increase in our retail revenue. Impact on the balance sheet has been limited. However, we ended the year with just two part-time staff as we did not renew contracts with our family and children staff on their expiry in October.

BROCKWELL PARK COMMUNITY GREENHOUSES

Registered Charity No. 1140590

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31 MARCH 2021 (Cont'd)**

The children and family team delivered 87 nature-based learning sessions to Early Years and SEND schools and 87 workshops for local families reaching 700 children under 12 years old with 425 adults participating. The Community Gardening and Greenwood-working teams delivered 126 adult learning workshops with an average participation of nine per session. The Charity hosted five outdoor musical evenings from July to October. The Charity hired out its outdoor spaces for weekly outside yoga and Tai Chi sessions from July to end of October.

Over 14,000 hours of volunteering took place in 2020/21 and 221 volunteers became members of the Charity following four volunteering sessions. Over 15,000 people visited the garden during the 8 months that it was open. Weekly community updates to over 1500 people kept our community in touch with news from the gardens whilst quarterly updates went to a wider audience of 6000.

The Charity's plans to build Brockwell Barn were put on hold for a year due to the pandemic and GLA extended the term of the grant towards the cost to March 2022. During the year the Trustees continued to develop the stage 4 plan and specification for the new building. Brockwell Barn will be a separate, new structure containing a learning/community space, a community kitchen and three new toilets, as well as a new entrance from the park and will enhance the Charity's ability to manage school learning/community groups all year round, especially visitors with additional needs.

Achievements and Performance

The Charity moved to an on line booking system for volunteering and this led to a consistent number of hours of volunteering each week. Volunteering hours barely decreased during the year compared with 2019/20.

Despite the lockdowns the whole garden flourished throughout the year and record numbers of plants were propagated for sale.

The gardens were open for visitors for about 8 months of the year and were a popular haven for local people. Parents frequently commented on what a godsend it was for children to be able to enjoy and explore this safe and beautiful space. Carers and teachers at our pre-school and SEND schools expressed huge gratitude that the Charity managed to keep activities going at BPCG and do outreach too for most of the year.

The Charity maintained its 'Outstanding' assessment by RHS in their London in Bloom It's your Neighbourhood review - a testament to the work of garden volunteers.

With the advent of the Covid-19 lockdown an online appeal; was made 'Help Us Look after the Gardens' which raised over £5,000. The Trustees express their appreciation to those who contributed so generously to this appeal.

BPCG volunteers landscaped a new mud kitchen in the woodland to extend our beneficial offering to under-fives and significantly improved deck accessibility by demolishing the old boiler house chimney and laying a new surface.

During the year we brought the lower greenhouse into full use as a propagation greenhouse providing additional hands-on experience for our volunteers.

BROCKWELL PARK COMMUNITY GREENHOUSES

Registered Charity No. 1140590

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31 MARCH 2021 (Cont'd)**

The Trustees are grateful to those who funded activities during the year in particular London Community Response Fund, Lambeth Community Fund, the Anonymous funder of 'Drawing from the Roots', Wyse Eliot Trust, Postcode Local Trust, Co-op Local Community Fund, and Western Riverside Environmental Fund. BPCG enjoy excellent relationship with our landlord, Lambeth Landscapes, who have supported our plans to build Brockwell Barn and allowed a rent free quarter at the start of the pandemic.

In this difficult year all of the Charity's activities were made possible by the support of our diligent community of volunteers who maintain and develop the garden and its fixtures, as well as supporting the children and family team. Of course, everything is made possible by brilliant staff and executives who plan and operate the Charity. Kate, Cat and Chris have managed the garden, the volunteers, the learning and the events that held the community together. The Trustees thank them and the volunteers for their contribution.

Financial Review

The Trustees consider the Charity's financial position to be satisfactory despite the serious impact of Covid-19 on many of its activities and wish to pay tribute to the efforts and ingenuity of staff and volunteers to achieve this position.

The Financial Statements are set out on pages 8 - 12 of this report. The Trustees report a loss of £34,285 on unrestricted activities. This was lower than it could have been due to a £10k grant income from the Lambeth Community Fund which they generously allowed to be used to cover operating costs during the pandemic. £39k were paid in professional fees for the Barn development.

Covid regulations impacted adversely all revenue streams but retail sales which showed an increase of 92% from 2019/20 while maintaining a margin of 53%. Donations totalled £10,095 including the response to the 'Help us Look after the Gardens' appeal at the start of the pandemic. The Trustees thank all those who contributed in this way and find it encouraging to note the widespread support for the Charity in these difficult times.

Further details of the Charity's funding may be seen under Notes to the Accounts No 5 on page 11. The Trustees express their appreciation for the continued support of funders who make possible many of the Charity's activities and thus remain essential to the development of the Charity.

The reserves policy remains that Restricted Funds should be sufficient to fund specific projects either from grants or from the Charity's own resources and Unrestricted Funds be sufficient to cover the balance of one year's staff salaries, six months overheads, and an additional contingency plus funds designated for specific future expenditure. On these bases the Charity had sufficient reserves on 31 March 2021; Restricted Reserves of £119,021, Unrestricted Reserves of £46,540. The review of the reserves policy outlined in last year's report has been postponed until there is greater clarity in the Charity's post-Covid operating model.

BROCKWELL PARK COMMUNITY GREENHOUSES

Registered Charity No. 1140590

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2021 (Cont'd)

The Trustees report that despite continuing Covid restrictions, the current year sales remain strong with consistent margins, site hire has proved very popular, and the children and families programme is returning to pre-Covid levels of participation. In addition, several donors whose grants were received in 2020/21 allowed spend to roll over in whole (Criseven Foundation and Lambeth Wellbeing Fund) or in part to 2021/22 thus providing further charitable activity and making a contribution to covering operating costs.

Early in the current financial year the Charity launched an appeal under the banner the 'Greenhouse Community Fund' specifically to raise money to contribute to ongoing salary costs; the total raised to date is a very encouraging, approaching the initial target of £10,000.

Structure, Governance and Management

BPCG is a registered charity and a company limited by guarantee with a Board of Trustees who are also Directors under the Companies Act 2006. Trustees are not paid for their services and no Trustee has any interest in the Company.

Trustees are selected based on the experience, skills and expertise they bring to furthering the main objectives of the Charity and to reflect the diversity of the community with respect to age, ethnicity and disability and a representation of a variety of backgrounds, particularly those from local communities. They are elected for a 5-year term at the AGM in accordance with the procedures set out in the Articles of Association.

The induction process for new Trustees includes the provision of information as specified by the Charities Commission on their roles and responsibilities, policy and procedures, meetings with key staff and the Chair of Trustees and visits to the BPCG both by arrangement and informally.

The Board of Trustees meets, normally, six times a year. Its principal role is to determine mission, policy and strategy, to monitor the performance, to manage governance process and to appoint and manage the Director who is delegated with managing the day to day operation of the Charity.

Christopher Smith
Chair

BROCKWELL PARK COMMUNITY GREENHOUSES

Registered Charity No. 1140590

INDEPENDENT EXAMINER'S REPORT ON THE FINANCIAL STATEMENTS TO THE TRUSTEES OF BROCKWELL PARK COMMUNITY GREENHOUSES

I report on the financial statements for the year ended 31 March 2021 set out on pages 8 - 12

This report is made solely to the Trustees of Brockwell Park Community Greenhouses, as a body, in accordance with regulations made under section 145 of the Charities Act 2011 and Charity SORP (frsfe). My work has been undertaken so that I might state to the Trustees matters I am required to state to them in an Independent Examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and Charity's trustees for my independent examination work, for this report, or for the statement I have given below.

Respective responsibilities of Trustees and independent examiner

As charity trustees, for the purposes of charity law, are responsible for the preparation of the financial statements, the Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the Act) and that an independent examination is needed.

Having satisfied myself that the Charity is not subject to an audit under company law and is eligible for independent examination, it is my responsibility to:

- a) examine the accounts under section 145 of the 2011 Act;
- b) follow the procedures laid down in the general Directions given by the Charity Commissioners under section 145(5)(b) of the 2011 Act; and
- c) 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 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 reports limited to those matters set out in the statement on the next page.

BROCKWELL PARK COMMUNITY GREENHOUSES

Registered Charity No. 1140590

INDEPENDENT EXAMINER'S REPORT ON THE FINANCIAL STATEMENTS TO THE TRUSTEES OF BROCKWELL PARK COMMUNITY GREENHOUSES (Cont'd)

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
 - a) to keep accounting records in accordance with Section 130 of the Charities Act; and
 - b) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave 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.



Charles Osei, BSc (Hons), MSc, ACIE, AFA, ATA, MCIPP
Practical Accounting Training Ltd,
Equitable House, 2nd Floor
10 Woolwich New Road, London, SE18 5AB

Date 14/09/21

BROCKWELL PARK COMMUNITY GREENHOUSES

Registered Charity No. 1140590

BALANCE SHEET AS AT 31 MARCH 2021

	<u>Notes</u>	<u>2020/21</u> £	<u>2019/20</u> £
Fixed Assets		-	-
Current Assets			
Cash at Bank and in hand		266,093	237,176
Debtors	2	945	2,512
Accrued Income	3	<u>2,287</u>	<u>19,788</u>
		269,325	259,476
Creditors: Amount due within One Year			
Bank Overdraft			
Other Creditors	4	(103,764)	(70,998)
Net Assets/Liabilities		<u>165,561</u>	<u>188,478</u>
Reserves			
General Funds		46,540	80,825
Restricted Funds:		119,021	107,653
		<u>165,561</u>	<u>188,478</u>

Approved by the Management Committee on 14/09/2021

and signed on their behalf by:



Christopher Smith
Chair

BROCKWELL PARK COMMUNITY GREENHOUSES

Registered Charity No. 1140590

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2021

				2020/21	2019/20
	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds £	Total Funds £
Resources Arising					
Donations and Legacies		10,095		10,095	18,300
Income from Charitable Activities	5	55,431	48,244	103,675	124,230
Bank Interest			2,660	2,660	2,564
Other Income					
Total Income		<u>65,526</u>	<u>50,904</u>	<u>116,430</u>	<u>145,094</u>
 Direct Charitable Expenditure	 6	 99,811	 39,536	 139,347	 141,652
Total Expenditure		<u>99,811</u>	<u>39,536</u>	<u>139,347</u>	<u>141,652</u>
Resources retained for further use		(34,285)	11,368	(22,917)	3,442
Transfer between Funds					
Net Movement in Funds					
Reconciliations of Funds					
Brought forward 01/04/2020		80,825	107,653	188,478	185,036
 Carried forward 31/03/2021		<u><u>46,540</u></u>	<u><u>119,021</u></u>	<u><u>165,561</u></u>	<u><u>188,478</u></u>

BROCKWELL PARK COMMUNITY GREENHOUSES

Registered Charity No. 1140590

NOTES TO THE ACCOUNTS **FOR THE YEAR ENDED 31 MARCH 2021**

1. Accounting Policies

Basis of Preparation.

These accounts have been prepared on an accrual basis and include income and expenditure as they are earned or incurred, rather than as cash received or paid. The recommendations of the Financial Reporting Standard applicable in the UK and Republic of Ireland (frsfe) and Charities Act 2011 have been followed.

Fund Accounting.

The general funds consist of funds that the Trustees may use for Brockwell's charitable purposes at their discretion.

The restricted funds are those where the donor has imposed restrictions on the use of the funds, which are legally binding. Restricted funds held in reserve at the end of the year represent income received from donors to be spent within the following year. Details of these funds are set out on the separate schedule in Note 5.

Voluntary Income

All voluntary income and donations are recognised and included in the accounts as they are received.

Direct Charitable Expenditure.

Direct charitable expenditure comprises all costs incurred in running the Charity that are directly attributable to the Charity's projects.

Governance costs

Include those costs associated with meeting the constitutional and statutory requirements of the charity.

Fund-raising Expenditure.

Fund-raising expenditure comprises costs incurred in inducing people or organisations to contribute financially to the Charity's work.

BROCKWELL PARK COMMUNITY GREENHOUSES

Registered Charity No. 1140590

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021

2 Debtors	Amounts Due within One Year	2020/21	2019/20	
		£	£	
	Amount invoiced but not paid	945	2,512	
3 Accrued Income	Amounts Due within One Year	2020/21	2019/20	
		£	£	
	Pre-payments	2,287	19,788	
4 Creditors	Amounts Due within One Year	2020/21	2019/20	
		£	£	
	Accruals	7,544	10,811	
	Deferred Income	2020/21	2019/20	
		£	£	
	Grants received in advance	96,220	60,187	
5 Incoming Resources	Unrestricted	Restricted	2021/20	2019/20
	£	£	£	£
London Community Recovery Fund	-	25,464	25,464	-
Lambeth Community Fund	-	9,994	9,994	-
HMRC Job Retention Scheme	6,047	-	6,047	-
Anonymous for 'Drawing from Roots'	-	4,072	4,072	-
Wyse Eliot	-	4,500	4,500	4,000
Lambeth Wellbeing Fund	-	-	-	2,300
Postcode Local Trust	-	1,738	1,738	-
Co-op Local Community Fund	-	1,293	1,293	-
Western Riverside Environmental Fund	-	1,183	1,183	10,817
Donations	10,095	-	10,095	18,300
Adult Workshops	2,865	-	2,865	6,466
Community Events	1,423	-	1,423	10,728
Corporate Volunteering	-	-	-	6,649
Plant and Produce	34,155	-	34,155	17,752
Children and Families	6,870	-	6,870	18,659
Site Hire	3,466	-	3,466	9,705
Green Wood Working	606	-	606	857
Tudor Trust	-	-	-	25,000
Greener City Fund (GLA)	-	-	-	10,297
Thrales Almshouses	-	-	-	1,000
Interest	-	2,660	2,660	2,564
Total	65,526	50,904	116,430	145,094

BROCKWELL PARK COMMUNITY GREENHOUSES

Registered Charity No. 1140590

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021

6 Resources Expended

	Unrestricted	Restricted	2020/21	2019/20
	£	£	£	£
Wages	23,745	15,509	39,254	49,207
Retail Development	15,999	2,475	18,474	8,285
New build on site	3,448	1,516	4,964	34,279
Barn Development	38,748	-	38,748	30,043
Vehicle	-	17,196	17,196	-
Garden & Site - Repairs & Maintenance	5,586	1,738	7,324	2,645
Office and Administration	671	-	671	361
IT and Phone	3,536	-	3,536	2,799
Rent	750	-	750	1,000
Insurance / Legal	1,690	995	2,685	1,835
Staff Training	-	-	-	230
Marketing, Advertising and Recruitment	426	35	461	98
Volunteer Expenses	336	-	336	483
Fundraising	2,586	-	2,586	782
Children Education Material	15	-	15	742
Adult Workshop Expenses	1,861	72	1,933	2,424
Family Workshop Expenses	-	-	-	356
Community Events Expenses	414	-	414	5,611
Corporate Volunteer Expenses	-	-	-	472
Totals	99,811	39,536	139,347	141,652