



Triangle Community Garden

Created and cultivated by people of all ages and abilities at Ransom's Rec Hitchin, Herts

Annual Review 2020-21

Welcome to our Annual Review for 2020-21

This has been a year of stress, hope, exhaustion, regeneration and opportunity. A year of contrasts.

Let's start with our vision:

A community where people feel happier and more fulfilled through a connection with the natural world and an understanding of our place in it.

We have certainly seen and felt the beneficial impact of connecting with nature this year. After restrictions started to lift our Growing Ability gardeners gradually returned to on site sessions and were able to get back to growing and nurturing in our all new outdoor set up. Surrounded by nature and back in the company of their friends and our wonderful supportive staff and volunteers they opened up and tensions eased. The site became a haven of succour and anticipation as the new shelter took shape.

It's been wonderful to see the ingenuity of our staff, volunteers and supporters come into play this year – with new initiatives like the foraging supper, farmers market stall and the birth of our New Shoots project to reduce social isolation which we'll be reporting on in next year's review.

Our staff have had a rollercoaster year adapting to constant updates on infection control, testing and risk assessments, in between building the shelter and outdoor kitchen, writing the bid to continue to provide services for the Herts County Council (HCC) and of course running sessions. They've also had to deal with the added concern and responsibility that working with vulnerable people brings to decisions about socialising and seeing family outside work. I know it's

been a real struggle at times and I'm so grateful for their hard work and tireless commitment.

Being successful in our HCC service provision bid came as a great relief after a very long drawn out process. However it also represents a huge concern, as around half our gardeners' places are funded direct from HCC. The new rates, when they kick in for existing service users, will halve our income per person per hour for these individuals. Millions of people need social care across the country and austerity measures have cut every local authority's budget to the bone. Small independent providers like ourselves will feel this keenly in the years ahead.

Of course there is the government's new Health & Social Care Levy which promises to solve the problem of social care once and for all. But over two thirds of that is earmarked for the NHS, leaving just 15% for social care in England. Government targets around levelling up between privately and publicly funded social care, will mean that there is likely to be less money in local authority coffers for setting fair rates for services and paying care workers than there is now.

On a more positive note the funding and support we have received from HCC and their social care training arm HCPA this year has been an absolute lifeline. It has allowed us to avoid a predicted £15k deficit and to navigate the post-covid minefield with expert guidance. It has also put us on a good footing for the uncertain future ahead.

And finally I'd like to pay tribute to all those in our wonderful Triangle Garden community – to our staff, trustees, volunteers, gardeners, carers, participants, stakeholders and supporters. We couldn't do what we do without you. Thank you

Vicky Wyer, Chair of Trustees



Contents

	page
Chair's report	1
Growing Ability	2
Garden Club	5
Events & Workshops	6
Ransom's Pavilion	6
Treasurer's Report	7
Financial Report	8

Find out more at www.trianglegarden.org



What our gardeners have said: "This is my most perfect first day ever"
"Today is the furthest I've walked in 9 months"
"I'm very excited about being here!"
"It's lovely being back"

Our Growing Ability Projects

Growing Ability is our social and therapeutic horticulture project for adult with learning disabilities. It's primarily based at our allotments and Ransom's Pavilion, but also at the Triangle Community Garden and Forest Garden and around Ransom's Recreation Ground.

Growing Gang and Growing Health have been temporarily regrouped under the name Growing Ability during the last year as participants and activities have adjusted as a result of the pandemic: at present our work is more focused on social therapeutic horticulture (STH) than providing work experience or support with healthy eating.

We aim to start incorporating elements of Growing Health into our sessions next year when we aim to have our outdoor kitchen up and running.

Over the last six months Growing Ability has gradually built back up to run four sessions a week, which will hopefully now be able to continue throughout the year. In the months of pre-vaccination restrictions we were able to offer virtual contact sessions for individuals unable to attend on site in person.

There are currently 18 places taken within all Growing Ability with 16 members attending once a week and 2 members attending 2 sessions. We continue to be supported by 3 members of staff and 3 volunteers.

Social therapeutic horticulture uses the concept of the garden as a protected and secure place to develop an individual's ability to listen, to notice, to feel able to relax, to feel positive and to connect.

From that feeling of possibility other behaviours and capacities can grow – the ability to engage, to socialise, to plan and to learn any number of practical and life skills that will help individuals become more independent and feel more fulfilled.

Using gardening tasks and the garden itself, our horticultural therapists work with individuals to decide on a set of activities for each individual to improve their particular health needs, to work on certain goals they want to achieve and to enable them to tackle risk in a positive way. Decision making skills and planning are all part of this process and using them in this way promotes independence.

Our year has been a testament to resilience. Our gardeners, volunteers and staff have all demonstrated this throughout the toughest of years. A year of anxiety, loneliness uncertainty and yet as I write and reflect, I look back at the year with pride at the achievements and of the strength of the people around me. The timeline shown overleaf indicates the uncertainty with the second and third lockdowns which caused us to re adapt and think of new ways of reaching our Growing Ability community.

Throughout the year there has been a background of hope, from the development of our new sheltered spaces on the allotment to the gradual return of individuals after long periods away. From our ability to provide encouragement to our gardeners through meaningful tasks and craft opportunities as well as through developing their horticultural skills and rekindling their pleasure in growing flowers and vegetables.

Our new shelter

In September 2020, we applied for and received funding from Hertfordshire Community Foundation (HCF) to enable us to build a sheltered space, providing protection from the elements throughout the year, storage sheds and an outdoor kitchen. Encouraging everyone's involvement with the whole project, we wanted to develop individuals' resilience and confidence.

The development of the sheltered area has had a direct impact on the growth and stability of Growing Ability and the resilience of the Triangle Community Garden and all its members.

TCG volunteers, GA gardeners, volunteers from Crane and staff have been involved from the beginning, from writing the funding bid, deconstructing, and clearing the old pergola and raised beds, procuring tools and equipment, constructing the shelter, kitchen and sheds whilst continuing with general maintenance and horticultural needs of our projects.

The shelter has provided a space for all our groups to gather. It has changed the way we interact. Socially distanced seating with tables enables people to sit in a safe outdoor environment. Feeling safe brings confidence and so people feel that they can attend sessions and so may become less isolated and anxious.

Find out more at www.trianglegarden.org/growing-ability

The Growing Ability year

August 2020 – we hold our first actual allotment-based session post-lockdown with two Growing Ability gardeners and two staff members. Individuals had not met in person since March.

September 2020 - individuals continue to return with the start of two weekly sessions. Regular phone contact with those who have not yet returned.

October 2020 – autumnal celebrations and traditions of birthdays, pumpkin crafts and eating smores. We remove the soil from three raised beds, and cut the vine down from the pergola on our main allotment in preparation for the new shelter construction.

November 2020 – Staff members Steve and Rachel take the pergola down and dismantle three raised beds. Growing Ability activities include leaf raking and walks to observe the seasonal changes.

December 2020 - we celebrate seasonal traditions and birthdays with socially distanced activities and allotment tasks. We break for Christmas whilst in tier 1, by 4th January we are in tier 4.

January 2021 - we enter our third national lockdown. Growing Ability gardeners do not return to their regular sessions. We develop different modes of communication to keep everyone connected; learning how to use Zoom and What's App for those with access, and weekly phone calls for those without. Holly one of our GA gardeners and Liz start a monthly newsletter which they write together. We email or post it, or staff deliver it by hand giving the opportunity for a socially distanced hello. We make plans for the growing season on the allotment for when we can return. HCC Community Opportunities tendering process reopens after being put on hold during the pandemic.

February 2021 - Staff and volunteers receive their first vaccinations and also start weekly PCR testing. Virtual sessions and contact continue.

March 2021 - our first GA in person post-lockdown session starts at the allotment. Virtual sessions continue, for those unable to return. The timber Shelter kit arrives. Crane assemble our three flat-packed storage sheds. We work with our gardeners to co-produce our the part of our HCC

tender return which asks us to demonstrate how we will build effective relationships with our gardeners and their representatives, how we will help them to build on their strengths and make informed choices about risks they wish to take, and how we will show that we clearly understand communicating in an accessible way. This part will be assessed by a panel including someone with a learning disability

April 2021 – Thursday afternoon GA sessions resume, our first since November 2020. Steve and Rachel dig the foundations for the Shelter. Staff and volunteers have their second Covid vaccinations. Seed potatoes planted for our potato growing competition. Vegetable and flower seeds sown; seedlings pricked out. Rhubarb harvested. We upload our HCC tender bid and cross our fingers.

May 2021 - The roof of the Shelter goes up. Activities are held under the shelter including painting and flower pressing. Staff and volunteers start weekly LFT testing.

June 2021 – Our Tuesday group visits the Hitchin Physic Garden, our first organised trip since December 2019.

July 2021 – Our three weekly sessions continue with nature walks, and allotment maintenance. Susan plants up her flower containers. Kitchen foundations built. We hear back from HCC that we've been successful in our bid to provide services under the HCC Contract Framework with a score of 83.75%, scoring maximum possible marks on the two co-production questions concerning involvement and communication with gardeners, and the same for carers/parents.

August 2021 - NHDC re-install electrics onto the allotment. Potatoes harvested. Sean is our overall winner of the Potato Growing Competition - well done Sean!

Our goal for the year: to reintegrate all our gardeners into 'normal' life, both at our projects and in the wider community. Having spent a year mainly stuck indoors, our gardeners were anxious, stressed and lacking in stamina, so we worked with them each week on improving their fitness and reducing their anxiety. This work culminated in a successful group trip on the train to Cambridge Botanical Gardens.



“... I appreciate all you have tried to do to maintain contact with my daughter and the other members of Growing Ability this past year... I know that she really values your calls and Zooming with other members of the Growing Gang (as indeed do I) ... she is keen to return to the Triangle Garden asap.” wrote one of our gardeners' parents

Find out more at www.trianglegarden.org/growing-ability



Growing Ability continued

A personal account from Holly:

Holly returned in April 2021 after the third lockdown. She had not attended sessions at the allotment since November 2020. From January 2021, Holly co-wrote a monthly newsletter with Liz.

These are Holly's words:

"Coming to the project means that I am not at home on my own. I can come to GA and see my friends.

"I feel safe when I come down because I can sit with a gap between me and my friends and I have my own table under the shelter that I can work at.

"I like to do my planning, artwork and I like to have a cup of tea. I can do gardening under the gazebo when the

weather is wet or too hot.

"I made a card for Margaret for her birthday and then we had a cream tea to celebrate. I have planted lettuce in my planter which I will take home."

When Holly saw the new allotment shelter, she just stood and said "WOW". Holly wants to make a planter for her herbs using the woodwork area after her holiday.

With very few of her usual activities running this year Holly, who is Clinically Extremely Vulnerable, has been able to continue attending sessions with the confidence that she is in an outside space, socially distanced and able to continue with the activities she once enjoyed doing inside.



Finally I'd like to thank the following people:

Vicky for her continued support both personally and at the helm of our project and to all our Trustees.

Rachel and Steve have both worked above and beyond this year with planning, preparing, and building the shelter and kitchen area. Steve has done a brilliant job running our New Shoots project and along with myself they have both undertaken the Care Certificate training, Rachel being the first to complete it. Both have adapted to the ever-changing events of the last year and we have all benefit from their amazing work.

David, one of our Friday Garden Club volunteers helped with the shelter and built three compost bins, recycling the timber from the pergola, and raised beds. Emma and [Crane](#) for their continued support and building, gardening, and painting expertise.

Volunteers from Garden Club have helped to maintain the GA allotments as well the Community Garden and Forest Garden. (I know that Fiona will also thank everyone for their continued support)

Herts County Council (HCC) for their support both financially and from individual members. For setting up vaccinations and testing provision.

North Herts District Council (NHDC) for their continued support with the Pavilion, and for providing us with the electrics on the allotment.

Hertfordshire Care Providers Association (HCPA) for their training and continued essential information regarding Covid.

Tuuli, Kim, Susan and Ashley who all support the project through their regular workshops.

Yolanda for her support with the Shelter Funding application. Margaret for her support over the year, organising pavilion hires, consulting regularly with HCC and with the additional financial work created by the past year.

Lesley, Yolanda, and Judith three of our GA session volunteers, for their continued commitment and support each week especially over this enduring time. We look forward to Carol's return in the New Year.

And finally, to our amazing Growing Ability Gardeners. Inspiring, resilient, brilliant gardeners – you are an inspiration to us all.

We say farewell this year to Sarah and Babs and to Jason. We miss you all very much.

Liz McElroy
Project Manager

"Please accept a huge thank you for all that you do with my son - his gardening activities are a real life-line for him, and especially so at the moment" wrote one of our gardener's parents

Find out more at www.trianglegarden.org/growing-ability

Garden Club and its outcomes

Covid-19 has had an impact on every aspect of our work at Triangle Garden, including the Garden Club. This section reflects on the year more broadly and also talks about the impact of covid on our activities during 2020/21.

Garden Club normally meets every Friday morning 10am-12.15 for some gentle social gardening. It is open to anyone and its purpose is to maintain and develop the Triangle Garden and Forest Garden. Members benefit from learning new gardening skills, meeting new friends and being active in the fresh air, while making a positive contribution to the community.

There are also regular trips and outings to gardens and shows. A very important part of the Garden Club experience is the cuppa, cake and chat at the Pavilion at the end of each session and we have been very pleased that we have been able to reinstate this tradition over the last few months.

Following the easing of restrictions, and with a rigorous risk assessment in place, Garden Club is very much back up and running and meets most Fridays throughout the year, excluding holidays and for bad weather. Volunteer numbers have remained fairly constant through the year, with 14 volunteers and an average of 8 people attending each week. We have built and used our cold frames, that were bought with a grant secured pre-lockdown from charity Bite Sized Pieces. We have also been working with Groundwork Hertfordshire, providing a six week programme for their 'Get Outdoors Get Active' sessions, this year aimed to provide gardening experience for participants of the Living Room project in Stevenage.

Due to the impact of covid-19 in 2020 we left the Forest Garden to evolve naturally for much of the summer, with little intervention from our group. Since lockdown lifted we have been able to get back out there and have found that the habitat has evolved and we are rediscovering areas that got a little swamped last year! Garden Club members have a keen interest and in depth involvement in the planning and management of the Community and Forest Gardens and some of our allotment space. A number of volunteers have been working hard to remove the weed-block membrane that was laid when the forest

garden was first planted, as it is now hampering herbaceous growth. This change has been really successful.

Garden Club members are keen to support Triangle Garden in fundraising activities and this year we ran our first market stall at the regular Hitchin Farmers Market. This was a great success and I'm grateful for the team of volunteers who prepared plants for sale, who made greetings cards with designs built around flowers we collected from the garden and pressed in 2019 and 2020, who organised the event and ran the stall on market day.

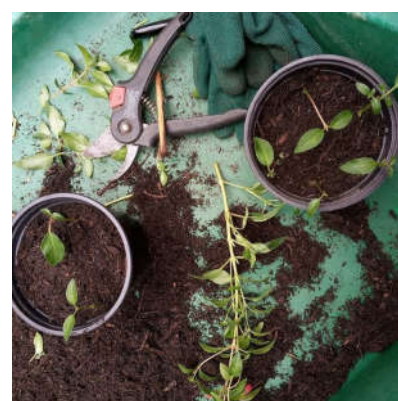
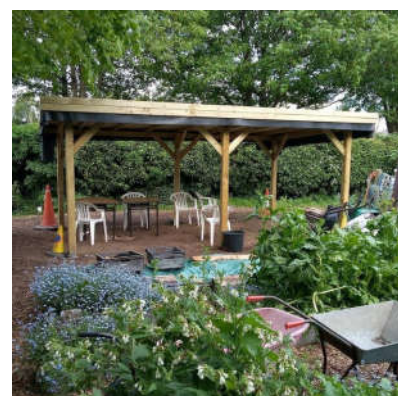
It was a great opportunity to raise awareness locally about the work that we deliver at Triangle Garden. Garden Club also cultivated the plants for our plant stall at Apple Day in September, this was a great success and it was lovely to see customers who had bought plants at the Farmers Market return for more, having been so pleased with the quality of the plants they had bought from us previously.

Our group outings this year included a summer trip to Jordan's Mill, and our regular visit to the Cambridge Botanical Garden in September. We were really pleased to be joined by New Shoots members on this trip. New Shoots is a new 10-week social therapeutic gardening project funding by a grant from Herts County Council to combat social isolation exacerbated by the pandemic.

Since March 2018 Garden Club members have been joined once a month by volunteers from Crane Building Services & Utilities. This has continued throughout 2021. Groups of four Crane employees have helped carry out a range of tasks including mulching the 'commuter path' through the Triangle Garden and digging the trench for the electricity supply to our new allotment shelter. It has been wonderful to have this help and we are very grateful to the Crane team for their ongoing commitment and support.

I would like to thank Steve Granger, who skilfully leads Garden Club every week, imparting his knowledge and humour, Liz McElroy for her constant support and endless tea, and of course the volunteers who show up, rain, shine or storm, on a Friday and who make the Garden Club the wonderful place that it is.

Fiona Dolman, Garden Committee Chair



**To find out more
about Garden Club
please contact
Steve Granger on
steve@trianglegarden.org**

Find out more at www.trianglegarden.org/community-gardening

Triangle Community Garden: Registered charity No 1145243, Company Limited by Guarantee No 07676360 For more information please contact Liz McElroy on 07887 725962, email liz@trianglegarden.org or write to Liz McElroy, Triangle Garden Project Manager, c/o Htci 27 Churchyard, Hitchin, SG5 1HP



Events and workshops

This year's events programme has been one of hope and opportunity, though sadly not always fulfilled.

With restrictions on gatherings in place we couldn't run any events for the first half of the year. But being optimistic sorts we decided to plan for a summer open day and hope for the best. A June date became a September one and we felt confident that we could surmount covid concerns and pull off a suitably adapted Summer Festival – a new name for a new event reflecting the growing music and performance content of our annual community fete. Forever Hounds were keen to run the dog show again, Berry House Vets agreed to sponsor, and many wonderful stallholders and food concessions signed up including Green Dragon Bowmen archery – a first for them and us. Tilehouse Rotary offered to help provide extra volunteers and we had artists booked including Garden City Samba, Zumba Robert, Jacob Murphy, Andrea Wilde, Hitchin All Star Choir and the Scallywags. Sadly it was not to be. One week before the event our two key event coordinators Tim and Scarlett

caught covid and we had to take the really tough decision to cancel.

Still, this experience has been very useful preparation for future events and preceded a very successful Apple Day in the town centre this October.

This year too we've been very lucky to have had a fantastic programme of foraging walks led by the [Hitchin Forager](#) Jane Simmons, providing 50 fully booked places with 2 concessionary slots available on each walk. We also benefited from the amazing Foraging Supper laid on by Jane and food stylist Penny Stephens as a fundraiser for the Triangle Garden. Thank you to Jane, Penny and crew and to all who came. Thanks also to new events committee member Gemma Ward who joined Vicky in providing table service for the guests.

Feeling inspired? Please join our little band of plucky friendly volunteers – we'd love to welcome you to our busy world!

Scarlett, Vicky, Mel, Tim and Gemma
Events & workshops committee

Ransom's Pavilion

Ransom's Pavilion has had a bit of a lonely life this past year. Too small to fit our Growing Ability groups in with 2m social distancing, it has been relegated to toilet provision for most of our projects until the more recent 1m social distancing ruling came in over the summer.

Despite being not quite big enough for Growing Ability, it has proved just right for [Tuuli Parker's](#) silver clay, ring making and now fused glass jewellery classes, and new hirer [Kim Raymont's](#) botanical linocut workshops, which have run successfully across the summer. [Nature's Rainbow](#) have also made use of the pavilion while holding plant dyeing workshops under our new allotment shelter. The income from these hires has been a wonderful boost when we couldn't open the venue for

children's parties as we would have normally wanted to.

We're very grateful to Margaret and Liz for their hard work in keeping the Pavilion hired, clean and in good order, and to Vicky for navigating the ever changing sea of premises risk assessment. Thanks also go to Tom Ayres and Jack Patel at NHDC for helping to swiftly deal with repairs as needed. We're hopeful that a forthcoming risk assessment from NHDC environmental health will give us the evidence we need to get back into the building now that the colder weather is making outdoor work more challenging for our GA groups.

Vicky, Liz and Margaret, Premises & Safety committee

Find out more at www.trianglegarden.org/get-involved

Treasurer's report

Similar to the previous financial year, 2020/21 was also dominated by the impact of COVID-19 on our activities. Even as we slowly return to normality, those effects are likely to continue well into the next financial year.

Fundraising was again significantly curtailed this year. This was the second year that we have been unable to run Open Day, our key fundraising event, and other familiar events for the Triangle Garden, such as Halloween were also cancelled. However it was great to see the return of Apple Day in Hitchin's town square this autumn, and even though the income that generated will fall into 2021/22's financial year, it was a boost to everyone's morale to see the public's positive response to its return.

We did manage to run a few events across the summer such as Garden Club's plant stall at Hitchin Farmers' Market and the Hitchin Forager's Foraging Supper at our allotment which together raised over £650. We're also very grateful to local bee charity Buzzworks who have helped us sell our apple juice at their monthly stall.

Our pavilion has been an important source of income in previous years – generating fees from use by local community groups and classes, hosting TCG workshops and providing indoor space for our own projects. With the venue closed for many months, followed by Government restrictions on indoor gatherings, this source of income was greatly reduced this year, although jewellery workshops did restart in the spring followed by botanical print workshops – a new income source.

Against a backdrop of a second year with minimal fundraising opportunities, our survival was helped in large part due to extended block funding from Herts County Council Adult Care Services, which ensured we could afford to run our Growing Ability service irrespective of how many gardeners felt able to return to on site sessions. We were also very fortunate to receive a discretionary grant of £12,500 also from Herts County Council to cover the cost of our work with the Clinically Extremely Vulnerable. We are using part of this grant to set up our New Shoots gardening project which aims to help those who have struggled with anxiety and isolation through the last two years.

Our thanks go to HCC for their invaluable support this year. Without these financial inputs, and other smaller but no less welcome donations and grants (such as from St Mark's Church), we would have undoubtedly ended the year with a significant deficit and would have been questioning our ability to continue. As it is, we have finished the year with a surplus of just over £15k which has bolstered our reserves and put us in a much better position to weather the difficulties ahead.

As well as restarting our sessions under extremely challenging circumstances, our staff have been busy building our outdoor shelter and kitchen on the allotment, funded by Herts Community Foundation with contributions from Cllr Ashley's locality budget. This structure has transformed how we work now that we are outdoors so much more and we're also very grateful to NHDC for reinstalling an electricity supply to the allotment so we can get back to including cooking at our sessions.

Restarting sessions and building confidence in our gardeners to return has been a long and gradual process. Our thanks therefore go, once again, to all of the staff who have worked so hard, through various lockdowns, and in the large amount of work that was needed as we gradually re-opened – from undertaking risk assessments to developing and implementing covid-secure practices in order to keep gardeners, staff and visitors as safe as possible.

Despite the obvious boost to our reserves from grants, we are not out of the woods yet. The year ahead is full of uncertainty as we recover, not only due to the ongoing impacts of the pandemic, but also due to the outcome of Hertfordshire County Council's new Framework Contract for community opportunities providers. Whilst we dedicated long hours to making a successful bid to provide services under the new scheme, we simultaneously stressed that the new hourly rates HCC had set were insufficient to cover the costs associated with running our sessions. With the new fee structure coming into effect this October for new clients and over the next two years for clients already with us, this may mean a restructuring of how we run our sessions plus a focus on identifying potential new client groups that we have not previously catered for.

It is with this in mind that we have been seeking a new part-time Business Development Manager to develop and extend our current sessions but also to generate new sustainable income sources that match our aims and principles. Initially, this role will be funded from reserves but the intention is that the additional income that is brought in will make the role self-sustaining.

Looking ahead, we envisage that 2021/22 is likely to result in a deficit unless sessions can expand, and our fundraising activities can begin again safely. However we are optimistic that if we can find the right person to fill the role of BDM and join the fantastic team of staff that we already have, our funds will be put back on a path to sustainable surplus.

Abbreviated accounts are included with this report. The full accounts in the format required by the Charities Commission are available on our website. Many thanks to Margaret for her invaluable voluntary work keeping our accounts.

Andrew Green – Trustee & Treasurer



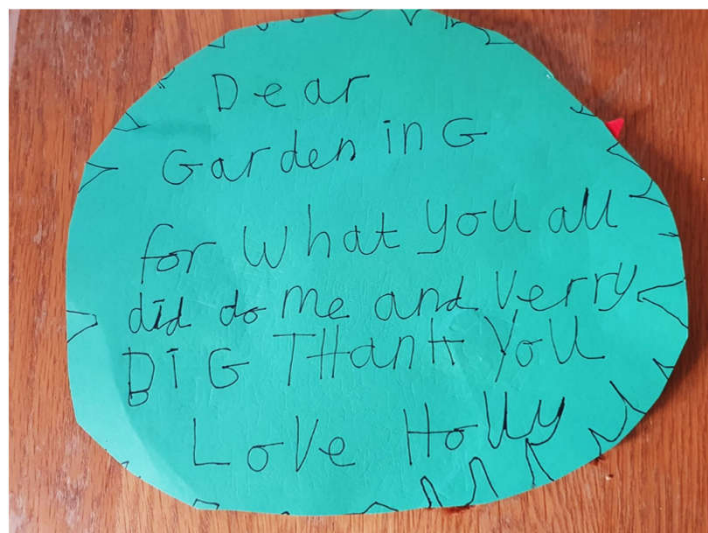
Find out more at www.trianglegarden.org/get-involved-friend

Financial Report

Triangle Community Garden

Income and Expenditure for the year ended 31st August 2021

	TCG and Pavilion	GA Group	Capital Fund	Total	Last Year
Income from:					
Donations and Legacies	1393			1393	688
Grants	2072	233	19261	21566	10300
Fundraising	2775			2775	3932
Investment Income	0			0	0
Charitable Activities	977	29368		30345	27279
Other Income					
Total	7217	29601	19261	56079	42199
Expenditure on:					
Raising Funds	1138		1490	2628	1869
Charitable Expenditure	5283	25352	7725	38360	35218
Total	6421	25352	9215	40988	37087
Net Income	796	4249	10046	15091	5112
Net Movement in Funds	796	4249	10046	15091	5112
Funds Transfer	158	634	-792	0	
Total funds Brought Forward	15957	2422	7473	25852	20740
Total Funds Carried Forward	16911	7305	16727	40943	25852



Some things our Growing Ability gardeners say:

"I enjoy working with the plants and flowers"

"I like to be with my friends"

"I enjoyed the sessions, like the gardening and I like going to
Cambridge Botanical Gardens and the Physic Garden"

"I enjoy my tea under the shelter with my friends, especially in bad weather."

"I enjoyed writing the newsletter with Liz during lockdown"

Above: Holly's card when she returned. You can find more photos on our [Instagram](#) and [Facebook](#).

Find out more at www.trianglegarden.org

Hitchin Community Gardens
Income and Expenditure for the year ended 31st August
2021

	Unrestricted Funds	Restricted Income Funds	Endowment Funds	Total This Year	Total Last Year
Income from:					
Donations and Legacies	11393	11566	0	22959	10988
Other Trading Activities	2775		0	2775	3932
Charitable Activities	977	29368	0	30345	27279
Investments	0	0	0	0	0
Total Income	15145	40934	0	56079	42199
Expenditure on:					
Raising Funds	1138	1490	0	2628	1869
Charitable Expenditure	5431	32929	0	38360	35219
Total Expenditure	6569	34419	0	40988	37088
Net Income before Other Recognised Gains and Losses	8576	6,515	0	15,091	5,112
Other Recognised Gains and Losses	0	0	0	0	0
Transfer between Funds	158	-158			
Net Movement in Funds	8734	6357	0	15,091	5,112
Total funds Brought Forward	15957	9895	0	25852	20740
Total Funds Carried Forward	24691	16252	0	40943	25852

Hitchin Community Gardens
Balance Sheet as at 31st August 2021

	Unrestricted Funds	Restricted Income Funds	Endowment Funds	Total This Year	Total Last Year
Fixed Assets					
Tangible Fixed Assets - Equipment	0	0	0	0	0
Total Fixed Assets	0	0	0	0	0
Current Assets					
Stock	247	0	0	247	298
Debtors and Prepayments	881	1441	0	2322	1749
Cash at Bank and in Hand	28870	10856	0	39726	24810
Total Current Assets	29998	12297	0	42295	26857
Current Liabilities					
Creditors and Accruals	616	736	0	1352	1005
Deferred Income	0	0	0	0	0
Total Current Liabilities	616	736	0	1352	1005
Net Current Assets	29382	11561	0	40943	25852
Total Assets less Current Liabilities	29382	11561	0	40943	25852
Amounts falling due after more than 1 Year					
Deferred Income	0			0	0
Net Assets	29382	11561	0	40943	25852
Funds of the Charity					
Triangle Community Garden Fund	4046		0	4046	3907
Pavilion Fund	12867		0	12867	12051
Balance of Grant to cover lost income	12627			12627	4812
Restricted Funds		11403	0	11403	5082
Total Funds	29540	11403	0	40943	25852

1. Basis of Accounting

The financial statements have been prepared under the historical cost convention and in accordance with the FRSSE and the 2015 SORP

2. Accounting Policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year.

(a) Fund Accounting

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

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

Restricted funds are subject to restrictions on their expenditure imposed by the donor.

(b) Income

All income is included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Voluntary Income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable.

Donated Services are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.

Income from Trading and Charitable Activities are accounted for when earned.

Hertfordshire County Council is responsible for the payment of fees for six of the gardeners. Fees of £14958 were received from HCC in the year ended 31st August 2021.

(c) Expenditure

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes VAT which cannot be recovered and is reported as part of the expenditure to which it relates.

Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them. It includes governance costs which are those costs associated with meeting the constitutional and statutory requirements of the charity and include the accountant's fees and costs linked to the strategic management of the charity.

(d) Fixed Assets

Fixed Assets are included at cost less accumulated depreciation. The cost of minor additions, those costing below £1000 and those whose purchase costs are fully covered by a grant are not capitalised. Depreciation is provided at rates calculated to write off the cost of the asset over its expected useful life, which in all cases is estimated at 5 years. Currently the charity has no fixed assets which have not been written off.

3. Income

(a) Donations

Triangle Community Garden

£1394

(b) Grants

Bite Size Pieces £370 Herts CC Grant £10000

HCF Grant £4946 – to build outdoor shelter

Herts CC councillor's grant £1000 – for kitchen equipment

Infection Control Grants £2750– for Covid related expenses.

Herts CC ADS top up £2500 – for mental health related expenses

4. Expenditure

For analysis see attached appendix

5. Trustee Remuneration and Related Party Transactions

Reimbursements were made to trustees for purchases made directly for Hitchin Community Gardens.

Details of trustees other transactions with the charity are given in note 14.

6. Salaries and Wages

At 31st August 2021 3 part time staff were employed.

Total wages including pension contributions paid in the year to 31st August 2021 were £29190. £41 furlough income was received from HMRC.

7. Tangible Fixed Assets

	Equipment
At Cost	£
At 1st September 2013	2916
Acquisitions	0
At 31st August 2014	2916
Depreciation	
At 1st September 2013	2645
Charge for Year	271
At 31st August 2014	2916
Net Book Value	
At 31st August 2019	0
At 31st August 2018	0

8. Debtors

Prepaid expenses	<u>£ 801</u>
Debtors	£1491
Reclaimable Gift Aid Tax	<u>£ 30</u>
	£2322

9. Creditors and Accruals

Income received in advance	<u>£ 363</u>
Creditors	£ 89
Payroll & pension liabilities	<u>£ 900</u>
Total	£1352

All deferred income has now been written back.

10. Analysis of Net Assets Between Funds

Triangle Community Garden	Ransom's Pavilion	Growing Ability Group
£2009	£12867	£7304
Capital Expenditure Fund (balance of grants)	£18763	

11. Related Parties

One trustee is a director of Bowles & Wyer who do the photocopying for Hitchin Community Gardens. No charge is made for black and white copies, and colour copies are invoiced at cost. This is considerably cheaper than using another supplier.

Note 4**Hitchin Community Gardens****Expenditure for the Year ended 31st August 2021**

	Unrestricted Funds	Restricted Funds	Total
Voluntary Income Costs			
General Admin & Publicity	0		0
Website	4	5	9
	<u>4</u>	<u>5</u>	<u>9</u>
Fundraising Costs			
Event Costs	467	0	467
Workshop Costs	446		446
Children's Activities Costs	0		0
Pavilion Costs	225	660	885
Gazebo Costs	0	830	830
	<u>1138</u>	<u>1490</u>	<u>2628</u>
Charitable Expenditure			
Insurance	389	259	648
Subscriptions	72	108	180
Gardening Club & Sunday Staff	1929	1460	3389
Growing Ability Group Tutors		14794	14794
Project Management Salary	2340	8437	10777
Visits	0		0
Volunteer Expenses	0	0	0
Training	0	528	528
Project Management & GA Group Overheads	42	940	982
Wi-fi	127	190	317
Materials, Tools & PPE	101	757	858
Allotment Rent & Shelter		5139	5139
Refreshments & Lunch Club costs	7	27	34
	<u>5007</u>	<u>32639</u>	<u>37646</u>
Governance Costs			
Accounting	236	340	576
Accountants Fees	32	48	80
DBS Checks	0	36	36
Legal costs	5	8	13
Other Governance Costs			0
	<u>273</u>	<u>432</u>	<u>705</u>
Total Expenditure	6422	34566	40988

Hitchin Community Gardens Reserves Statement 2021

Hitchin Community Gardens needs reserves to:

- Meet any contractual liabilities should the organisation have to close
- Meet unexpected costs like repairs to the pavilion
- To replace equipment as it wears out.
- Ensure the charity can provide a continuing service for its gardeners and to the community
- To provide working capital if funding is paid in arrears, and to enable it to bid for funding which is paid in arrears
- To provide working capital where there is a gap between funding streams. Where funding is not renewed bids for alternative sources can take time to process.
- Enable it to expand the range of services offered
- Provide a contingency fund in the event of a shortfall in one or more of its funding activities

Hitchin Community Garden Reserves at 31st August 2021

Hitchin Community Garden's reserves policy states that reserves should be between 30% and 40% of turnover.

Reserves at 31st August 2020 are £40093. This is 100% of turnover.

These reserves are earmarked for the recruitment of a new Business Development post which will allow us to reach more beneficiaries and provide more wide-ranging services to address the needs of the post-pandemic community.

Part of the purpose of this role is to seek new markets and new funding to address future known financial shortfalls: we have been informed of impending cuts to our contract income from the local authority which will come into play in 2022-23. These are likely to halve the income we currently receive on this contract to provide the same level of service for the same number of service users. Any future service users we attract through this contract will come in on the new low rates.

We therefore need our reserves to address future known challenges and provide a safety net to offset future reduced income.

Independent Examiner's Report to the Trustees of Hitchin Community Garden

I report on the accounts of the charity for the year ended 31st August 2021.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities

Accounts (Scotland) Regulations 2006 (as amended). The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the 2006 Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination is carried out in accordance with Regulation 11 of the 2006 Accounts Regulations. 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 seeks explanations from the 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 the course of 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 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations
 - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations

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.

Signed: 

Name: Deniz Brown

Relevant Professional qualification: FCCA

Address: 42 Brampton Park Road, Hitchin, Herts. SG5 1XF

Date: 11.10.21