

THE WILLOW GARDEN PROJECT
REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2021

CHARITY NO. 1148248

CROSSLEY & DAVIS
Chartered Accountants
Ground Floor Seneca House
Links Point
Amy Johnson Way
Blackpool
Lancashire
FY4 2FF

**THE WILLOW GARDEN PROJECT
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FOR THE YEAR ENDED 31ST MARCH 2021**

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THE WILLOW GARDEN PROJECT
TRUSTEES' ANNUAL REPORT
FOR THE YEAR ENDED 31ST MARCH 2021

The Trustees present their report along with the financial statements of the Charity for the year ended 31st March 2021. The financial statements have been prepared in accordance with the accounting policies set out on page 11 and comply with the Charity's Trust Deed and applicable law.

ADMINISTRATIVE INFORMATION

REGISTERED NAME: THE WILLOW GARDEN PROJECT

PRINCIPLE ADDRESS: 14 The Ridgeway
Fleetwood
FY7 8AW

CHARITY NUMBER: 1148248

DATE OF REGISTRATION: 24th July 2012

BANKERS: Barclays Bank plc
Leicester
LE87 2BB

INDEPENDENT EXAMINER: Steven Mondy F.C.A
Chartered Accountant
Crossley & Davis
Ground Floor Seneca House
Links Point, Amy Johnson Way
Blackpool
FY4 2FF

CHARITY TRUSTEES WHO MANAGE THE CHARITY:

Trustee Name	Office
Jack Clark	Chairman
Derrik Foulkes	Treasurer
Allison Greer	Trustee
Karen Laird	Trustee/Secretariat
Philip Murphy	Service user and Trustee
Victoria Scott	Trustee

THE WILLOW GARDEN PROJECT
TRUSTEES' ANNUAL REPORT (CONTINUED)
FOR THE YEAR ENDED 31ST MARCH 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Willow Garden Project is an independent community-based charity garden project. It is governed by a Deed of Trust dated 22nd February 2012 for keeping the project focused on its purpose – ensuring it is solvent, meeting legal requirements and those of good governance.

The charity trustees are responsible for the general control and management of the charity. Trustees meet at least four times each year to take all decisions necessary jointly with regard to the review of the Charity's activities and achievement of objectives. All trustees give their time voluntary and received no remuneration or other financial benefits.

Ongoing costs of the project's core activities is funded in many ways, including charitable grants and awards on the basis of achieving agreed targets and outcomes, or conducting specified activities. These funds are supplemented with unrestricted monies raised by fundraising, community donations and organised charitable events.

STAFF AND VOLUNTEERS

The garden has nineteen volunteers supporting the work and fundraising events, but only a small group of nine who support the different weekly activities – we have a minimum of two people supporting each group gardening session. There is one paid member of staff, Mrs Pamela Laird, who is the project's founder and a qualified horticultural tutor working as the site manager and workshop facilitator. There are also six voluntary trustees.

Sessional workers are contracted on a self-employed basis when expert services are required by the project to run workshops in addition to those that are normally scheduled over the three days a week. In these circumstances the funding source (restricted) is included within the successful bid/award grant and payment would be made on completion of the specific piece of project work.

OUR PURPOSE AND OBJECTIVES

Established in 2012, the garden has been built on derelict underused land leased from the local cricket club. With the good will and help of experienced volunteers, including support from the local councils, charities and other groups it has become a flourishing community serving garden - including a cabin fit for purpose/disabled access building. Funding for the garden work is raised by organising fundraising and profile-raising events and is supported through general public donations and by service users.

The purpose of the charity is to provide facilities for healthy recreation (particularly gardening and horticulture) and leisure time pursuits in the interest of social welfare for people living in Fleetwood and surrounding areas who have need of such facilities by reason of their infirmity or disablement, youth, age, financial hardship or social circumstances with the object of improving their conditions of life.

Today we have around forty-five regular service users (adults with physical and mental disabilities) attending weekly – with some really good results. More recently we have extended our support to people living with dementia and cancer. We also provide different sessions to local nurseries, schoolchildren and other organisations and businesses on an ad hoc basis.

THE WILLOW GARDEN PROJECT
TRUSTEES' ANNUAL REPORT (CONTINUED)
FOR THE YEAR ENDED 31ST MARCH 2021

Our main objectives of the year continued to be the promotion and delivery of a professional, independent and outcome-based support services to a range of clients. Developing community links and working in partnership and in collaboration with Lancashire County Council, Healthier Fleetwood and other supporting organisations and potential service users to undertake targeted pieces of work and encourage new users to the project.

The project's founder, Pamela Laird takes responsibility for the ongoing day-to-day management of the community-serving garden site. A team of volunteers contribute to the routine cultivation of the garden; and help organise the charity's activities, including:

- Practical gardening group sessions to learn and engage in food growing activities.
- Making green and upcycled crafts in our 'cabin' resource centre
- Organising seasonal workshops in the run up to Easter, Halloween and Christmas
- Marketing the flowers and vegetables grown in our garden
- Supporting neighbouring groups and organisations with developing their gardens, planting etc.
- Raising funds through regular bag packing in local supermarkets
- Other fundraising events such as open days, fayres and community activities.

REVIEW OF ACTIVITIES AND ACHIEVEMENTS

Willow's Garden site was closed from the first UK COVID19 lockdown in March 2020.

The site remained closed in this reporting period due to the continued uncertainty amid the Coronavirus (COVID-19) pandemic and in line with government advice on social distancing and protecting vulnerable adults. Our one salaried worker is placed on 'Furlough leave' regulated by the Coronavirus Job Retention Scheme.

Like many other organisations and businesses, 2020 was a difficult year with the COVID situation and widespread lockdown measures that affected income sources for the charity. But we have seen some fantastic community fundraising during this challenging time, including online Karaoke donations and cash prize donation from a Magazine competition as well as sponsored cycle rides and funeral donations made to our charity. We thank them for their generosity and kind support throughout the coronavirus lockdown.

In engaging with the local community, we have delivered gardening equipment to several organisations, including schools and nurseries so they could continue enjoying gardening and with our help they gave away sunflower plants & seeds to other residents and people living in their neighbourhood. We also managed in lockdown when it was safe to do so get some much-needed maintenance done onsite. This work completed by several of our volunteers included laying paving stones, repairing patio areas and putting down weed suppressant and decorative stones in our sensory garden. Along with this we removed an old shed replacing it with a greenhouse donated by a local resident.

Unfortunately, due to COVID19 the Britain In Bloom competition could not take place in 2020 and Fleetwood Town had to cancel the Annual Christmas Festive Lights Parade.

THE WILLOW GARDEN PROJECT
TRUSTEES' ANNUAL REPORT (CONTINUED)
FOR THE YEAR ENDED 31ST MARCH 2021

SUCSESSESS AND AWARDS

Since establishing Willow Garden we've been successful in achieving a number of awards and accolades including:

- BBC Radio Lancashire Community Hero's Awards 2019 – Community Project Of the Year
- RHS Britain In Bloom Northwest "In Your Neighbourhood" award category Achieved Level 5 (outstanding) with the 2019 Community Champion Award
- Publication of 3-page feature of Project's work in Lancashire Life Magazine – October 2018 edition
- Winner of BBC Northwest Tonight Community Garden, Up Here displayed at RHS Flower Show Tatton Park August 2018.
- RHS It's Your Neighbourhood National Certificate of Distinction for groups who have done consistently well over time – awarded November 2018
- RHS Britain In Bloom Northwest "In Your Neighbourhood" award category Achieved Level 5 (outstanding) with discretionary award and highly commended for our community effort.
- Lancashire Green Award for the best community group.
- Green Partnership Award with Lancashire County Council.
- Clean Sweep for Britain Award (Northern Entry) in conjunction with Veolia and the Sunday People Newspaper, in celebration of the Queens Diamond Jubilee, our efforts were acknowledged.
- Wyre Together Best Volunteer Team Award.
- Nominated Best Volunteer by Lancashire County Council.
- Horticultural qualifications in partnership with Myerscough
- National Big Lottery funding award (ITV Millions public voting).

Our Charity has a very good following and news is spread by word of mouth, and is also communicated via a network of interested group contacts and local publications. Social media is used to interact in real time and feed the latest news and information is also available from the charity's website www.willowgardenproject.org.uk.

THE WILLOW GARDEN PROJECT
TRUSTEES' ANNUAL REPORT (CONTINUED)
FOR THE YEAR ENDED 31ST MARCH 2021

PARTNERSHIP WORKING

Listed below are the groups and organisations that we work in partnership and in collaboration with for charitable activities and on-going projects:

- Action on Hearing Loss
- Alternative Future Group Charity
- Alzheimer's Society
- ASDA Fleetwood Store
- A.M Seafoods
- Barclays Bank
- Blackpool CVS
- Blackpool Youth Offending Team
- Blackpool Wakefield Activity Park
- BP Offshore
- Cala Gran Holiday Park Fleetwood
- Cardinal Allen R.C. High School Fleetwood
- Chaucer Community Primary School Fleetwood
- Co-op Stores and Funeral Home
- Creative Support (Mental Health Supported Living)
- Disability Trust
- Dreamscheme Network
- DWP Jobcentre Fleetwood
- Fleetwood Churches Together
- Fleetwood Cricket Club
- Fleetwood Food Bank
- Fleetwood Rotary Club
- Fleetwood Rugby Club
- Fleetwood and Cleveleys Lions Club
- Fleetwood and Thornton National Citizen Service
- Fleetwood Taxi 2222
- Fleetwood Town Council
- Fleetwood WI Group
- Furness Building Society
- G Tees (Fleetwood store)
- Highbury Golf Society
- Joanne Wilson Ballet & Dance School
- Jubilee Harvester Cleveleys
- Lancashire Adult Learning
- Lancashire County Council
- Lancashire Wildlife Trust
- Larkholme Primary School
- Marks and Spencer (Fleetwood Freeport store)
- Masonic Hall
- Mini Me Nursery Fleetwood
- McColl's Store

THE WILLOW GARDEN PROJECT
TRUSTEES' ANNUAL REPORT (CONTINUED)
FOR THE YEAR ENDED 31ST MARCH 2021

- Mount Croft Mental Health Service
- Mustard Seed Group Fleetwood
- Myerscough College
- N-Compass North West
- NCS (National Citizen Service)
- Northwest Everest Platform
- Ormerod Trust
- Santander
- TSB
- Unique Estate Agency
- Wyre Fisheries
- Rotakids projects
- Social Enterprise Solutions (UK) CIC
- Tesco Help for Bags
- Umbrella Collective
- Unique Estate Agency
- Veolia Environment Service
- Victrex plc
- Windmill Players Group
- Wyre Day Care Broadwaters
- Wyre Domiciliary Service
- Youth Offending List

FINANCIAL REVIEW

The results for the year and financial position of the charity are set out in the annexed accounts. The trustees have examined the requirement to maintain reserves for the ongoing work of the charity and concluded that the most appropriate level is between three and six months of operational expenditure. The trustees consider the financial performance by the charity during the year to have been in line with their expectations.

The Statement of Financial Activities shows an overall profit for the year of £2,041 (2020: (£3,459)) and reserves stand at £59,939 (2020: £57,898).

ACKNOWLEDGMENTS

Special thanks go to our volunteers for their dedication, commitment and contribution to the Willow Garden Project. A big thank to all our friends and supporters who give their time so generously. Thanks to the continued support and donations and close help from Charitable Trusts and other groups and organisations for which we are most grateful.

THE WILLOW GARDEN PROJECT
TRUSTEES' ANNUAL REPORT (CONTINUED)
FOR THE YEAR ENDED 31ST MARCH 2021

RESPONSIBILITIES OF THE TRUSTEES

The Trustees are required by the Charities Act 2011 and the Statements of Recommended Practice for Charities 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). The financial statements are required by law to give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period.

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

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed subject to any 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 Charity will not continue in operation.

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011. The Trustees are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

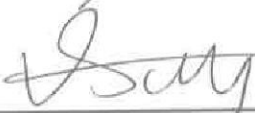
In so far as the trustees are aware:

- there is no relevant information of which the Charity's independent examiner is unaware; and
- the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant information and to establish that the independent examiner is aware of that information.

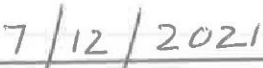
Approved by the Trustees and signed on their behalf by:



Trustee/ Chairman



Trustee



Date

THE WILLOW GARDEN PROJECT
INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF THE WILLOW GARDEN PROJECT

I report to the trustees on my examination of the accounts of The Willow Garden Project (the Trust) for the year ended 31st March 2021, which are set out on pages 11 to 14.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trustee's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- (1) accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- (2) the accounts do not accord with those records; or
- (3) the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulation 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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

Steven Mondy FCA
Crossley & Davis
Ground Floor Seneca House
Links Point, Amy Johnson Way
Blackpool
FY4 2FF

Date: S. Mondy

THE WILLOW GARDEN PROJECT
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2021

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
INCOME AND ENDOWMENTS					
Donations		7,216	-	7,216	19,959
Grants	5	-	-	-	1,222
Income from fundraising activities		9,067	-	9,067	8,188
Government grants		10,465	-	10,465	-
TOTAL		26,748	-	26,748	29,369
EXPENDITURE					
<i>Costs of raising funds:</i>					
Fundraising expenses		40	-	40	20
<i>Charitable activities:</i>					
Workshops		-	-	-	941
Crafting materials		9	-	9	1,112
Rent, rates and water		-	-	-	227
Light & heat		-	-	-	354
Telephone		883	-	883	1,552
Gardening purchases		50	-	50	1,768
General repairs		1,524	-	1,524	1,963
Travel costs		-	-	-	349
Printing, postage, stationery and advertising		33	-	33	63
Refreshments		37	-	37	519
Sundry expenses		257	-	257	2,326
Insurance		1,155	-	1,155	1,115
		3,948	-	3,948	12,289
<i>Governance costs:</i>					
Depreciation		-	5,820	5,820	7,276
Wages		-	12,739	12,739	11,803
Accountancy fees		2,160	-	2,160	1,440
		2,160	18,559	20,719	20,519
TOTAL EXPENDITURE		6,148	18,559	24,707	32,828
TRANSFERS		(20,000)	20,000	-	-
NET EXPENDITURE		600	1,441	2,041	(3,459)
Balance brought forward		56,160	1,738	57,898	61,357
Balance carried forward		56,760	3,179	59,939	57,898

THE WILLOW GARDEN PROJECT

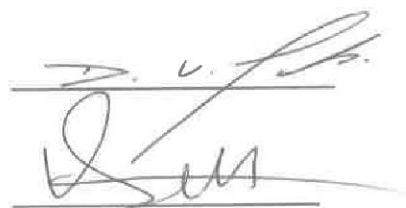
BALANCE SHEET

31ST MARCH 2021

	Notes	2021 £	2020 £
FIXED ASSETS	2	23,282	29,102
CURRENT ASSETS			
Cash at bank and in hand	3	<u>40,051</u>	<u>31,959</u>
		<u>63,333</u>	<u>61,061</u>
CURRENT LIABILITIES			
PAYE		-	189
Accruals	4	<u>3,394</u>	<u>2,974</u>
		<u>3,394</u>	<u>3,163</u>
NET CURRENT ASSETS		<u>36,657</u>	<u>28,796</u>
NET ASSETS		<u>59,939</u>	<u>57,878</u>
FUNDS	6		
Unrestricted		56,760	56,160
Restricted		<u>3,179</u>	<u>1,738</u>
		<u>59,939</u>	<u>57,898</u>

Approved by the Board of Trustees on

and signed on its behalf by:



Trustee/ Chairman

Trustee

The notes on page 12 to 15 form part of these accounts.

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

1. ACCOUNTING POLICIES

1.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with The Charities Act 2011, and Accounting and Reporting by charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with FRS 102 (effective 1 January 2016 – Charities SORP (FRS102)).

1.2 Reconciliation with Previous Generally Accepted Accounting Practice

The financial statements have been prepared under the historical cost convention. The financial statements include all transactions, assets and liabilities for which the Managing Trustees are responsible in law.

1.3 Income and endowments

Donations, and other forms of voluntary income, are recognised as incoming resources when receivable and the amount can be quantified with reasonable accuracy.

Grants received are treated as income and are reflected in the Statement of Financial Activities.

Income from fundraising activities are accounted for under the accruals concept. No amounts are included in the financial statements for services donated by volunteers.

1.4 Expenditure

All expenditure is accounted for on an accruals basis. Expenditure is allocated between the following categories:

- Cost of raising funds
- Cost of activities in furtherance of the charity's objects
- Governance costs

THE WILLOW GARDEN PROJECT
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31ST MARCH 2021

1.5 Funds

Restricted funds represent donations or grants received for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund.

Unrestricted funds are general funds which can be used for the charity's ordinary purpose.

1.6 Fixed Assets

Tangible fixed assets for use by the charity are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost or a reasonable value on receipt.

1.7 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:

Equipment	-	20% reducing balance basis
Fixtures and fittings	-	20% reducing balance basis

2. FIXED ASSETS

	Equipment	Fixtures & Fittings	Total	Total
	£	£	2021	2020
	£	£	£	£
Cost brought forward	15,530	87,308	102,838	102,838
Additions	-	-	-	-
Disposals	-	-	-	-
Cost carried forward	<u>15,530</u>	<u>87,308</u>	<u>102,838</u>	<u>102,838</u>
Depreciation brought forward	10,403	63,333	73,736	66,460
Charge for the year	1,025	4,795	5,820	7,276
Depreciation carried forward	<u>11,428</u>	<u>68,128</u>	<u>79,556</u>	<u>73,736</u>
Net book value at 31st March 2021	<u>4,102</u>	<u>19,180</u>	<u>23,282</u>	-
Net book value at 31st March 2020	<u>5,127</u>	<u>23,975</u>	-	<u>29,102</u>

THE WILLOW GARDEN PROJECT
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31ST MARCH 2021

3. CASH AT BANK AND IN HAND

	2021	2020
	£	£
Main Account	40,051	31,920
Cash in hand	<u> </u>	<u>39</u>
	40,051	31,959
	<u> </u>	<u> </u>

4. ACCRUALS

Accountancy and independent examiners fees	3,394	2,974
	<u> </u>	<u> </u>

5. GRANTS

The charity received unrestricted grants totalling £nil in the period (2020: £1,222).

6. ANALYSIS OF ASSETS BY FUND

	Unrestricted	Restricted	Total
	Funds	Funds	£
	£	£	
Fixed assets	23,282	-	23,282
Current assets	36,872	3,179	40,051
Current liabilities	<u>(3,394)</u>	<u>(-)</u>	<u>(3,394)</u>
FUND BALANCE	56,760	3,179	59,939
	<u> </u>	<u> </u>	<u> </u>

THE WILLOW GARDEN PROJECT
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31ST MARCH 2021

7. TRUSTEES AND RELATED PARTY TRANSACTIONS

There were no transactions with related parties during the year.