



The Recovery Tree Charity

Annual Report April 2021 to March 2022

We help people with a mental health condition to lead fulfilling and satisfying lives.



The Olive Tree Café offers people positive, work-related opportunities in a café open to the public in order to take them a step nearer the world of work.



TWIGS is a community garden where people can regain confidence and self-esteem through learning new skills and participating in therapeutic activities.



And the *Pinecones Partnership* offers a variety of inclusive activities related to cooking and crafts.

Our Mission



We help people with a mental health condition to lead fulfilling and satisfying lives. We like to think that our presence, our pride in who we are, and what we do, will mean we are doing our part to reduce the stigma of mental illness.

We offer a mix of time-limited placements and longer term volunteering opportunities for people who have mental health support needs. At TWIGS people

can be referred (or self-refer) to us for a placement in therapeutic horticulture and related activities. Some also volunteer with us for longer periods. At the Olive Tree Café, we have a flexible range of volunteering opportunities and occasional part time employment. Younger people can undertake work experience (including on the Duke of Edinburgh Award scheme) as part of their personal development. We help both people who need shorter term support, and also those whose mental wellbeing requires support over a longer period.



Olive Tree Café

At the start of the financial year, government Covid rules were relaxed and we could start to re-open. We needed increased staffing levels, and re-designed some posts so that we could operate safely. This provided some training and development opportunities for some of our people. Our levels of business have gradually risen, though they reduced again around Christmas with the temporary re-imposition of



restrictions. Some of our volunteers have become very anxious and have felt unable to return following their experience during the pandemic. Despite this, we have welcomed many new people. We have made the decision to remain closed on Mondays and to use this time to run a rolling programme of **baking and cookery training** sessions with a defined structure so that attendees can 'complete a circuit'. We have re-designed one of our kitchens and now up to 8 people a week benefit. Ipsum continued to use our Garden Room for their Monday craft workshops, which is a great use of the space to benefit people who need mental health support.

Tea time at the Olive Tree Cafe

Next to the café garden we also have a large area that we have been reclaiming into a **kitchen garden**. We have approx. 15 raised beds (and space for more), a polytunnel, a meadow area and a pond, plus some established fruit trees and small woodland space too. A team of volunteers have been growing this space for 6 years.

As we have come out of the pandemic, and identified the need for more volunteer opportunities, we now have a staff member working 6 hours a week to help develop and offer further sessions. There is also extra learning and support available if necessary for new volunteers.

We are almost a year in and we can see a beautiful kitchen garden. Our team in the café can pop out to harvest crops and herbs. We have been able to send vegetables up to our lunch club, and place produce on our beautifully hand-made display in the cafe.

The kitchen garden volunteers now have wider connections as they know the teams in the café, and of course our customers.

We would like to try some more shared learning/cooking/making. We have run some successful salad sessions, and can see the potential for more- from stir fries to beetroot cake. As the cafe is open 7 days a week there is potential to connect with other parts of the community and there is easy access to 'pop in and do a bit'. We will explore these flexible volunteering arrangements and try to develop the potential for more responsibility and further sessions.

4 people have moved on from TWIGS to join the team, and other volunteers have joined up along the way. We now have 12 volunteers regularly coming in.

During the year, we have supported **136** people with employment or volunteering at the Café. Of these, 22 have left us (excluding those unable to return post-covid). Figure 1 below summarises what they have gone on to do with their lives: 68% moved on to employment, education or further volunteering.



Kitchen Garden
produce

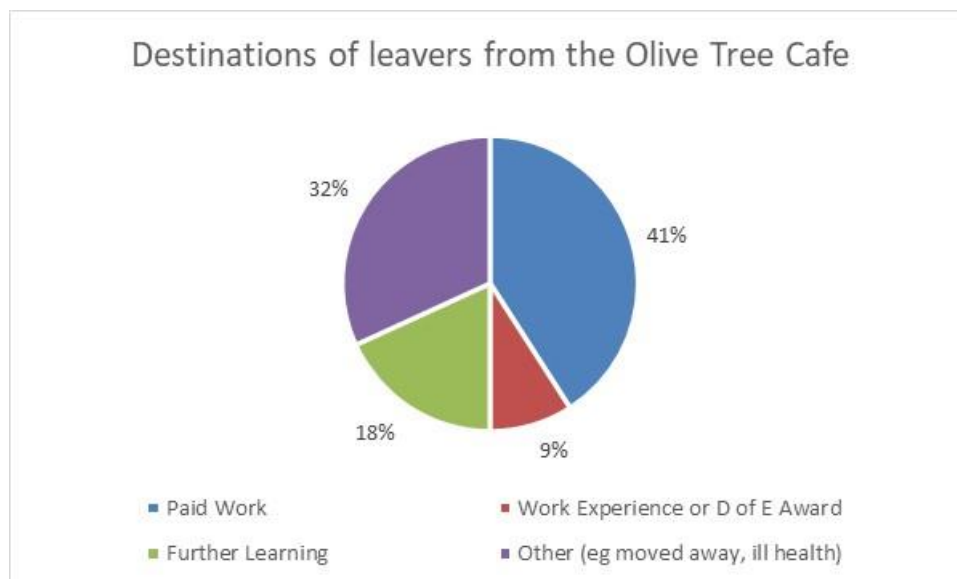


Figure 1: Destinations of leavers from the Olive Tree Café, 2021-22

We continued to be active in the **Pinecones Partnership** at the Pinetrees Community Centre. Our craft sessions on Wednesdays have been well-attended and reduced social isolation for up to 25 people each week. Our bread making became established there with a group of 4 bakers and we offered a popular soup-and-a-roll deal on Wednesdays. We ran a Thursday lunch club, helping the social mixing of 20 – 30 local residents and providing therapeutic activity for 4 – 6 of our volunteers and staff. We are establishing a programme of community activities for a mobile pizza oven recently purchased by Central Swindon North Parish Council. This will both provide therapeutic activity for some of our people and also a good focus for community events in the neighbourhood.

TWIGS

Our gardening sessions were re-started after lockdown in March 2021, initially in half size groups with most people attending fortnightly with their placements extended to adjust for lost sessions. We tracked evolving national guidelines on Covid-19 safety, and by the end of the year sessions were back up to full size again. Referral rates are now higher than they were before the lockdowns started.



Two staff completed training on the Social Farms & Gardens 'Gardeniser' course. Our **Essential Garden Skills course** restarted in March with 9 people graduating. In November, we delivered it at Root & Branch, a horticultural therapy service in South Oxfordshire. The course is valued by the trainees: 'The course helped build my self-confidence returning to a classroom like environment. I enjoyed connecting with other people and the mix of practical and study time. It is an ideal stepping stone to learn further skills / courses.'

'The course has opened my eyes to so much and has helped me to become a much better gardener'.

We re-opened the gardens to the public again in April and re-started our programme of open days in May. We held an Apple Day in October, a Wassail in January and a Snowdrop Day in February. Zurich organised a Twinkly Gardens event in December. These are good ways to reach new members of the public, to promote the benefits of good mental health and to help diversify our income.

We continued monthly visits to Marlborough House to help the OT team deliver gardening sessions. We continued giving talks to interested parties, including Haydon Wick Parish Council, the Royal Wootton Bassett Flower Club and the Old Town Belles Women's Institute.



We have been running regular **Art Therapy sessions**, delivered by our assistant manager and open also to clients of Mind.

We have been developing our **provision for young people**. We have delivered two days for the Youth Adventure Trust. In April, 10 young people made wooden herb planters and pizzas and soup: and in October, 11 young people enjoyed pumpkin carving, soup making, willow coppicing and wreath making, with a delicious pumpkin cake baked by the Olive Tree Café on our allotment site. The National Citizenship Scheme fielded a team of

19 young people who built a new wildlife pond on The Haven. We had a placement from Inner Flame for a week, and a young lad attending Friday mornings from Uplands School for temporary work experience.

Over the summer, 5 service users in the 16 – 24 age group on the autism spectrum formed a 'Living with autism' peer support group. After 4 meetings with staff support, they decided they would like to self-organise it. The group helps people to forge friendships, express their thoughts and feelings in a safe environment and aims to become a peer led group following on from TWIGS.

In November, we hosted garden tours for a group of special needs children from Churchward Garden School, and two groups of 30 from Moredon Primary School.

During the year, we have supported **105** people. Of these, 43 have left us. Figure 2 below summarises what they have gone on to do with their lives.

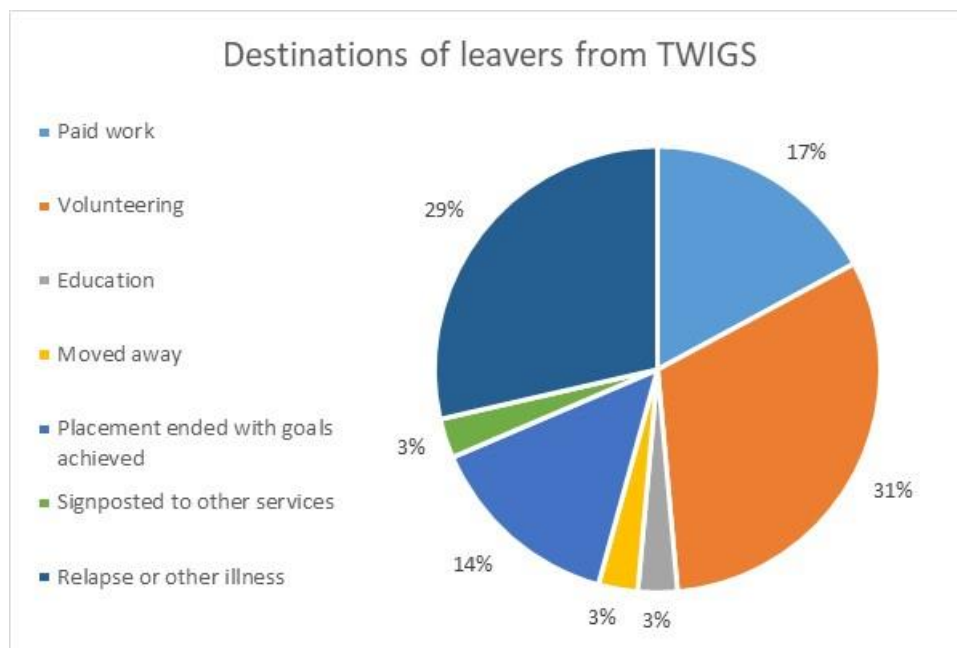


Figure 2: Destinations of leavers from TWIGS, 2021-22

Numbers of independent volunteers remain high at 49. 15 are former service users, who help deliver the service. We encourage them to use their lived experience to support current service users. Two former service users act as “Twigs Ambassador”, helping promote the service to visitors.

Our Wild and Wonderful group (producing cut flowers largely on the allotment site) is organised by volunteers and also includes former service users. Our volunteers produced about 50 Christmas wreaths whose sale raised around £1,500.



Dementia Friendly Gardening

97% of service users report receiving good or excellent service. **93%** report that being at TWIGS has given them new knowledge or skills. **76%** report being able to function more independently, with **68%** saying they needed less help from the NHS. **65%** of our leavers moved on to employment, education or further volunteering, or completed their recovery plan.

Message from the Trustees

We are pleased to be able to get back to more normal service provision, although during the year we were affected by covid-related staffing shortages and restrictions on our operations. We conducted a governance review (supported by the Zurich Community Trust and Digi-board) and are developing a 3 year business plan which will include more robust people planning, more organised and diversified fundraising and improved communications with our stakeholders and the community.

Across our projects, we estimate that volunteers have contributed over **18,000** hours during the year.

We would also like to thank our many generous funders who have provided grants to help us adapt and continue to support people's mental health and wellbeing. We were delighted to receive an award from the National Lottery Community Fund for £88,000 for 3 years. Other funders include: the Julia and Hans Rausing Trust, the Zurich Community Trust, Friends of Twigs, Sarah Raven, the John Lewis Foundation, the Wiltshire Community Foundation and the Florence Cohen Charitable Trust. A fuller list is provided in our accounts on page 12.

The year in numbers

Income £438,137	Expenditure £449,727	Total people helped: 241
Staff 2 full time	30 part time	Volunteers: 123
Balance at year end £148,725 (was £160,315 at 31 st March 2021)		

Our Trustees

Dick Millard: Chair, Gillian Barber, Jo Ridley, Karen Hunt and Kenny Baxter.

The Recovery Tree Charity is

- a registered charity (1149848)
- a company limited by guarantee (08091204).

Manor Garden Centre, Cheney Manor Industrial Estate, Swindon, SN2 2QJ.

email: trustees@therecoverytreecharity.org.uk

Web: www.therecoverytreecharity.org.uk/

Facebook: <https://www.facebook.com/profile.php?id=100082394996111>



Dick Millard
Chair

Date: 2nd August 2022

Report and Financial Statements

The Recovery Tree Charity

1st April 2021 to 31st March 2022

Administrative Information

The Recovery Tree Charity is responsible for both the Olive Tree Café and TWIGS. It is a registered charity (Charity Commission registration number: 1149848) and a company limited by guarantee (Companies house registration number: 08091204). Its principal office and its registered address is Manor Garden Centre, Cheney Manor Industrial Estate, Swindon, SN2 2QJ.

At the start of the year, there were four trustees and directors: Dick Millard (Chair), Gillian Barber (Secretary), Jo Ridley and Karen Hunt. During the year, we appointed Kenny Baxter as a trustee thus ending the year with five.

Governance and Management

Trustees meetings are currently held usually more frequently than once a month, at which decisions are taken and minuted. The trustees have delegated the day to day running of the Olive Tree Café to a manager, Phyllida Richards; and of the TWIGS service to a manager, Alan Holland. The managers provide monthly reports to the trustees to aid decision making and prioritisation.

The trustees have reviewed the guidance on public benefit published by the Charity Commission, and have taken due regard to it in exercising their powers and duties.

Review of financial results and future developments

Our service provision has continued to be greatly affected by the Covid-19 pandemic: many service users and volunteers were reluctant to come back to us after lockdowns ended. Numbers, and referral rates, have now increased again, representing considerable need in the community we serve.

Throughout the year we applied for publicly available government grants, and for charitable grants. Thanks to the generosity of our many funders, we have ended the year in a sound financial position, although with slightly reduced reserves compared with last year. Our major funders are listed in the notes to the accounts on page 12.

At TWIGS, we successfully bid for a re-award of our contract with Swindon Borough Council (SBC): this runs for three years from 1 July 2021 and is extendable to 5 years. We intend to continue to apply for grants to meet therapeutic costs at the Olive Tree Café and the additional capacity we provide at TWIGS over and above the Council contract.

Reserves policy and annual review statement

The Recovery Tree is a charitable organisation and as such depends on its income from varying sources. For the Olive Tree Café and Pinecones this is from the sales of food and drinks, supplemented by income it also receives from donations and grants, and miscellaneous fund raising. For Twigs we have a 3 year contract with SBC (extendable to 5 years), plus other grants and donations, supplemented by small amounts of income from plant sales and outreach work.

The Cafés sales are variable, depending on the number of people purchasing food and drinks on any one day. The grants and donations are received on an ad hoc basis, although a degree of planning goes into grant applications.

It is therefore important that we have enough funds to keep running during lean times or when we are short of cash flow. A general reserve is required in order to continue providing the service, including paying staff wages and essential bills.

Our policy therefore is to keep, where possible, a minimum of 3 but not more than 6 months expenses as a general reserve.

It is our intention to build up the reserve from sales and fund-raising activities. We intend to review the Reserves Policy every year when completing current year's budgets, to ensure that it remains relevant and financially correct.

Reserves Review July 2022

The unrestricted surplus at the end of March 2021 is £138,424. The expenses for the period April 2021 to March 2022 were £449,727. The unrestricted reserve provides us around 3.7 months running costs, which sits at the lower end of our policy of between 3 to 6 months running costs.

Our aim is to continue to maintain our Reserve position in line with our expenses to ensure a secure back up for any potential future problems, using income from sales and fund raising activities.

THE RECOVERY TREE CHARITY
Statement of Financial Activities for the year ended 31 March 2022

	Notes	Total this year	Previous Year
		£	£
Incoming resources			
Grants and Donations	1	258603	382794
Fundraising activities		7116	9664
Sales - Income from activities in furtherance of charitable objects		172418	32290
Total incoming resources		438137	424748
Resources expended			
Materials		53690	14696
Salaries and staff costs	2,3	306798	270661
Direct Expenses	3	21893	16506
Overheads	3	65029	54830
Fundraising Costs		2317	1592
Total resources expended		449727	358285
Surplus/deficit		-11590	66463
Net movement in funds		-11590	66463
Fund balances brought forward as at 1 April 2021		160315	93852
Fund balances carried forward as at 31 March 2022		148725	160315

BALANCE SHEET AS AT 31/03/2022				
	Notes	Total this year £	Previous Year £	
Fixed Assets		10301	8970	
Tangible assets	6	10301	8970	
Current Assets				
Debtors and Prepayments	7	3581	2168	
Stock		2474	1507	
Cash at bank and in hand		227505	250002	
		233560	253677	
Short term creditors	8	95136	102332	
Net current assets		138424	151345	
Total assets less current liabilities		148725	160315	
Net Assets		148725	160315	
Capital and Reserves				
Unrestricted Funds		148725	130315	
Designated Funds		0	30000	
Total Funds		148725	160315	
<ul style="list-style-type: none">For the year ending 31 March 2022 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006The 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.				
Approved by the board of Directors and signed on its behalf by				
<div><div></div><div>Dick Millard</div></div>				
Dick Millard		Date: 2nd August 2022		
Chairman				

	Notes to the accounts for the year ended 31 March 2022					
1	Grants and Donations Received					
		The Olive Tree Café	Twigs		Total	
		£	£		£	
	Swindon Borough Council	8700	70000		78700	
	Rausing trust	19668	15000		34668	
	Lottery grant	19842	2157		21999	
	WCF support fund	20508			20508	
	Zurich Community Trust	14497	1260		15757	
	John Lewis	4773	5385		10158	
	Friends of Twigs	371	9476		9847	
	Awards for all	9600			9600	
	Job retention scheme	8342			8342	
	Nationwide B S	6905			6905	
	Sarah Raven		6000		6000	
	Florence Cohen Charitable Trust		4909		4909	
	Omicron Hospitality Grant	2667			2667	
	Sainsburys	2277			2277	
	Co-op	2162			2162	
	Cheshire Community Foundation	1153			1153	
	Arnold Clark Community Fund	1000			1000	
	Kickstart grant	1000			1000	
	Other	10538	9260		19798	
		134003	123447		257450	
2	Paid Employees					
		The Olive Tree Café	Twigs	Total	Total	
		this year	this year	this year	previous year	
		£	£	£	£	
	Gross wages and salaries	196553	79138	275691	247107	
	Employer's NI costs	6633	4727	11360	9501	
	Pension contributions	3540	2756	6296	5874	
	Total staff costs	206726	86621	293347	262482	
	Café	1 full time, 26 part time				
	Twigs	1 full time, 4 part time				
	There were no employees whose emoluments were over £50,000.					
3	Analyses of resources expended					
		The Olive Tree Café	Twigs	Total	Total	
		this year	this year	this year	previous year	
	Salaries and staff costs					
		£	£	£	£	
	Salaries	206726	86621	293347	262482	
	Staff costs	3013	1432	4445	4864	
	Contract staff	1311	7695	9006	3325	
		211050	95748	306798	270671	
	Direct Costs					
		£	£	£	£	
	Cleaning	8299	5571	13870	7750	
	Equipment	1737	345	2082	6393	
	Card Charges	1734	0	1734	1012	
	Tableware/workwear	303	0	303	195	
	Music Licence	151	0	151	531	
	Volunteers training courses	2424	0	2424	0	
	Volunteers Expenses	514	815	1329	625	
		15162	6731	21893	16506	
	Overheads					
		£	£	£	£	
	Rent	17560	0	17560	17561	
	Gas	5293	0	5293	2062	
	Electric	11948	4039	15987	6424	
	Water	2564	1043	3607	2255	
	Insurance	1580	862	2442	2209	
	Telephone	1738	710	2448	1948	
	Stationery	895	260	1155	428	
	Repair/Maintenance	4879	2485	7364	14350	
	Printing/Photocopy	666	379	1045	450	
	Promotional	0	345	345	0	
	Depreciation	2782	1174	3956	3033	
	Auditors	156	157	313	323	
	Vehicle costs	941	2164	3105	3383	
	Misc	120	289	409	404	
		51122	13907	65029	54830	
4	Independent examiner's remuneration					
	An accrual for £360 has been made for the costs of the Independent Examination					

	Notes to the accounts for the year ended 31 March 2022					
5	Trustees					
	There has been no remuneration or other benefits paid to the charity's trustees or people connected with them.					
	Number of trustees who were paid expenses				0	
	Total amount paid				£0	
6	Tangible Fixed Assets					
	Fixed Assets are individual items costing over £200, and depreciated on a straight line basis over four years (25% per annum)					
			this year		prev yr	
			£		£	
	Cost	B/fwd	68983		67904	
		Additions	8366		1079	
		Disposals	0		0	
		C/fwd	77349		68983	
	Depreciation	B/fwd	60013		53003	
		C/fwd	67048		60013	
	Net Book Value					
		B/fwd	8970		14902	
		C/fwd	10301		8970	
7	Debtors due within one year					
			this year		prev yr	
			£		£	
	Pre-payments		2223		2168	
	Other Debtors		1358		0	
			3581		2168	
8	Creditors - falling due within one year					
			this year		prev yr	
			£		£	
	Creditors		9911		3407	
	Accruals		3360		850	
	Deferred Income		81014		100920	
	VAT		851		-2845	
			95136		102332	
9	Basis of accounting					
	These accounts have been prepare on the basis of historic cost in accordance with					
	the Statement of Recommended Practice - Accounting and Reporting by Charities and					
	the Charities Act and					
	the Companies Act 2006					

Report to the Trustees on the accounts for the financial year ending on 31 March 2022

Respective responsibilities of trustee and examiner

The Trustees responsibility for preparing the Trustees Annual Report and the financial Statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) are set out in the Statement of Trustees Responsibility in the body of the Trustees Report.

You consider that the audit requirement of Section 144 Charities Act 2011 does not apply.

It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners (under section 145 (5) (b) of the Act), whether particular matters have come to my attention

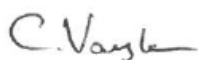
Basis of independent examiner's statement

My examination was carried out in accordance with General Directions given by the Charity Commissioners. An examination includes the review of the accounting records kept by the charity and a comparison of the financial statements presented with these records. It also includes consideration of any unusual items or disclosures in the financial statements, and the seeking of 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 financial statements 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 ActAnd
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Acts have not been met;
- or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.



C VAUGHAN

**Chartered Accountant
195 Ermin Street
Stratton St Margaret, Swindon
SN3 4NA**