



# The Recovery Tree Charity

Annual Report April 2022 to March 2023

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.

## 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 Olive Tree Café we currently have 50 volunteers and 15 staff with a known mental health condition. 8 independent volunteers help deliver the service. we regularly welcome young people who are disabled or vulnerable for some work experience, sometimes as part of a Duke of Edinburgh Award. Our sales have grown slowly, as people started to come back to cafes after time off during Covid. We've slightly expanded our staffing as a result.

One of our volunteers said:

"The Olive Tree has helped me enormously to rebuild my life. It has given me focus and rebuilt my self-esteem."



The ethos of the Olive Tree Cafe

We have been able to increase the time worked by our Assistant Manager to ensure that we are providing adequate and appropriate support and training for our volunteers and the small number of paid staff, and to ensure that café operations run smoothly for customers.

We have continued to open the café on 6 days a week (by closing the café on Mondays), and use Mondays for the delivery of food-based training courses to Café volunteers and staff.

Our Café bakery and workshop sessions now have clear shape and structure. For a while, we also had sessions going on a Thursday but it has been difficult to staff these resiliently. They have the potential to be shaped into accredited courses. They are a great gateway into the café for different volunteers who don't naturally fit straight into the day to day of the café, or who need a bit of confidence first.

We have also managed to find a way of accepting into the kitchen people who need a support worker with them at all times.

Our **kitchen garden** has developed with the support of a member of the TWIGS staff. We have increased the range of salads on our menu and improved the quality of the food we offer, enabled interested volunteers to learn gardening skills and offered additional training opportunities for our volunteers in the use of the salads/vegetables grown. We now have a thriving garden, and some thriving volunteers. Produce is also offered to customers for a donation: these are often very generous.



Kitchen Garden produce

We put on a **Rainbow Fest**, a day long music festival promoted to the LGBTQ+ community. We were proud to have raised money for Pride and Out of the Can (a local charity for young LGBTQ+ people).

During the year, we have supported **112** people with employment or volunteering at the Café. Of these, 32 have left us (excluding those unable to return post-covid). Figure 1 below summarises what they have gone on to do with their lives: 53% moved on to employment, education or further volunteering.

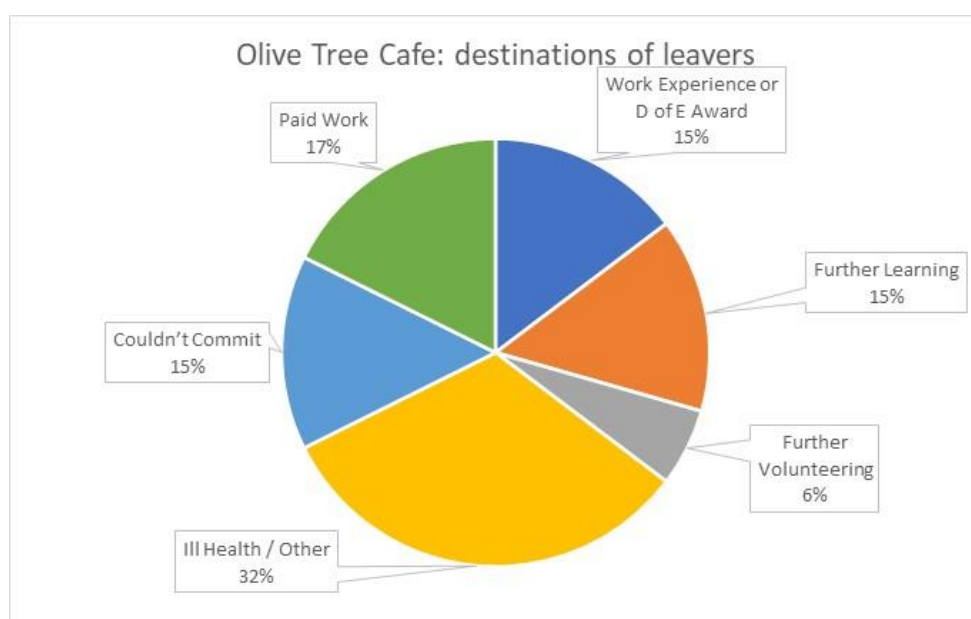


Figure 1: Destinations of leavers from the Olive Tree Café, 2022-23

We ended our activity at the Pinetrees Community Centre. Our craft sessions on Wednesdays ran until the end of March, after which our grant expired. Our bakery workshops transferred to the Olive Tree, which makes them much easier for us to manage. The lunch club will be taken over and hopefully expanded by Central Swindon North Parish Council. We were finding it increasingly difficult to find and retain volunteers who could deliver projects there, and benefit from them. Annex 1 summarises our achievements in the Pinecones Partnership.

## TWIGS

Our gardening sessions are well-attended and cover a range of seasonal activities in a natural environment. Lead by an experienced volunteer, we have been growing flowers for a cut flower service, an opportunity to teach floristry skills. A group called 'Hope Street', formed from people involved with the addiction service Turning Point and SBC have made a start on a plot we have given them.



The Garden of Hope under construction.

We have established a Bereavement Group which under the leadership of a member of staff is now creating a Garden of Hope. This is well underway and will in time be a place for quiet contemplation. Our gardening group for people with dementia continues

We delivered our **Level 2 Essential Garden Skills course** (8 sessions over 8 weeks) twice at TWIGS, in the autumn and again in the spring: 9 people enrolled on each. In the summer, we delivered it at Bridewell Organic Gardens in South Oxfordshire. The course is valued by the trainees.

We ran a successful day for the Youth Adventure Trust in October for 10 children: pizzas, woodcraft and apple juicing. A group of volunteers from the Prince's Trust via Inner Flame come to help clear part of our willow field and build a dead hedge along the boundary. We also had someone from the Prince's Trust, via Inner Flame, come to spend a week on Work Experience with us.

### Case study

Brian was suffering with depression and delusional disorder. When he started at TWIGS, his confidence was very low and he struggled to engage with the group. Following a number of sessions Brian began to interact more and grow in confidence carrying out the varied tasks around the gardens. Brian enrolled on the Essential Garden Skills course in April 2023 and successfully completed the course. As a result of this he has started to pick up some gardening work with a friend who is a builder. He hopes when he leaves Twigs to be able to begin working as a self-employed gardener.





There has been a variety of craft activities at TWIGS. Although we were unable to appoint a Creative Programme Organiser, we have made provision for people whose wellbeing is improved by art and craft activity. We ran 6 months of craft and art sessions, delivered by a local artist and a craft worker. We presented three 8 week Art Therapy programmes, delivered by a qualified arts psychotherapist. These jointly served TWIGS and Mind clients. A member of staff ran lantern-making workshops in November. One of our volunteers now offers pottery tuition on our potter's wheel to small groups once a week. Volunteer-led sessions started in January with a focus on natural crafts such as willow weaving.

We continued with our annual cycle of 4 open days and other events open to the public: an Apple Day in October, a Twinkly Gardens event in December (organised by Zurich) and a Wassail in January. 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 ran two gardening groups at a local in-patient mental health facility, one for adults and one for young people.

During the year, we have supported **114** people. Of these, 46 have left us. Figure 2 below summarises what they have gone on to do with their lives. In addition, 45 independent volunteers help deliver the service. 12 of these are former service users: we encourage them to use their lived experience to support current service users. 2 "TWIGS Ambassadors" help present the service to visiting members of the public.



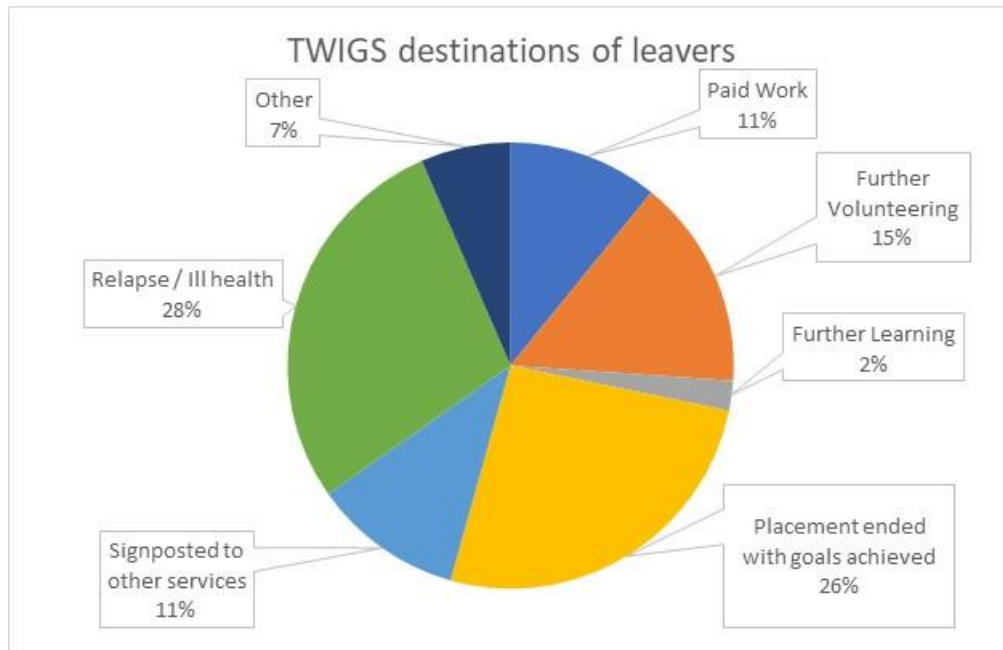


Figure 2: Destinations of leavers from TWIGS, 2022-23



Dementia Friendly Gardening

**98%** of service users report receiving good or excellent service. **93%** report that being at TWIGS has given them new knowledge or skills. **79%** report being able to function more independently, with **37%** saying they needed less help from the NHS. **51%** of our leavers moved on to employment, education or further volunteering, or completed their recovery plan.

## Message from the Trustees

Swindon, where we operate, has a rising number of people whose mental wellbeing is suffering. Increasingly, these include older people and children. We are pleased that we have continued providing services to support wellbeing, and are grateful to the large number of funders and donors who have helped us be able to do this.

Our governance review last year has been taken forward with some consultancy support generously funded by the Lloyds Bank Foundation, which we expect will help us define the basis for our development over the coming few years. One of the first developments is a new website to underpin our ability to communicate with stakeholders, which will go live in the autumn of 2023.

We feel well-supported by our local community. Across our projects, we estimate that volunteers have contributed over **18,000** hours during the year.

### The year in numbers

Income £506,253	Expenditure £ 512,532	Total people helped: 226
Staff 2 full time	29 part time	Volunteers: 93
Balance at year end £142,446 (was £148,725 at 31 <sup>st</sup> March 2022)		

### Our Trustees

Dick Millard (Chair), Gillian Barber, Jo Ridley 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](mailto:trustees@therecoverytreecharity.org.uk)

Web: [www.therecoverytreecharity.org.uk/](http://www.therecoverytreecharity.org.uk/)

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



Dick Millard  
Chair

Date: 21<sup>st</sup> August 2023

# Report and Financial Statements

## The Recovery Tree Charity

*1<sup>st</sup> April 2022 to 31<sup>st</sup> March 2023*

### **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 Kenny Baxter. During the year, Karen Hunt stepped down as a trustee. We are currently recruiting to the trustee board.

### **Governance and Management**

Trustees meetings are currently held usually 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 regular 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**

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 have a contract with Swindon Borough Council (SBC): this runs for three years to 30 June 2024 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 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, 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 2023**

The unrestricted surplus at the end of March 2021 is £113,976. The expenses for the period April 2022 to March 2023 were £512,532. The unrestricted reserve provides us around 2.7 months running costs, which is just under our policy of between 3 to 6 months running costs.

Our aim over the coming year will be to increase 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 2023**

	Notes	Total this year	Previous Year
		£	£
<b>Incoming resources</b>			
Grants and Donations	1	280809	258603
Fundraising activities		15641	7116
Sales - Income from activities in furtherance of charitable objects		209803	172418
<b>Total incoming resources</b>		<b>506253</b>	<b>438137</b>
<b>Resources expended</b>			
Materials		75789	53690
Salaries and staff costs	2,3	340882	306798
Direct Expenses	3	22928	21893
Overheads	3	71145	65029
Fundraising Costs		1788	2317
<b>Total resources expended</b>		<b>512532</b>	<b>449727</b>
<b>Surplus/deficit</b>		<b>-6279</b>	<b>-11590</b>
<b>Net movement in funds</b>		<b>0</b>	<b>-11590</b>
<b>Fund balances brought forward as at 1 April 2022</b>		<b>148725</b>	<b>160315</b>
<b>Fund balances carried forward as at 31 March 2023</b>		<b>142446</b>	<b>148725</b>

BALANCE SHEET AS AT 31/03/2023						
		Notes	Total this year £			Previous Year £
<b>Fixed Assets</b>			28470			10301
Tangible assets		6	28470			10301
<b>Current Assets</b>						
Debtors and Prepayments		7	5581			3581
Stock			3364			2474
Cash at bank and in hand			214520			227505
			<b>223465</b>			<b>233560</b>
<b>Short term creditors</b>		8	<b>109489</b>			<b>95136</b>
<b>Net current assets</b>			<b>113976</b>			<b>138424</b>
<b>Total assets less current liabilities</b>			<b>142446</b>			<b>148725</b>
<b>Net Assets</b>			<b>142446</b>			<b>148725</b>
<b>Capital and Reserves</b>						
Unrestricted Funds			<b>142446</b>			<b>148725</b>
Designated Funds			<b>0</b>			<b>0</b>
<b>Total Funds</b>			<b>142446</b>			<b>148725</b>
<ul style="list-style-type: none"> <li>For the year ending <b>31 March 2023</b> the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.</li> <li>The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006</li> <li>The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.</li> <li>These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.</li> </ul>						
Approved by the board of Directors and signed on its behalf by						
						
<b>Dick Millard</b>						
<b>Chairman</b>						

	Notes to the accounts for the year ended 31 March 2023										
1	Grants and Donations Received										
					The Olive Tree Café	Twigs			Total		
					£	£			£		
					National Lottery	88165			8628	96793	
					Swindon Borough Council				70000	70000	
					Zurich Community Trust	33549			7109	40658	
					Friends of Twigs	5378			11416	16794	
					Lloyds Bank Foundation	13045			1845	14890	
					Sarah Raven				6000	6000	
					Florence Cohen Charitable Trust				5091	5091	
					Wiltshire Community Foundation	4480				4480	
					Nationwide Building Society	3045				3045	
					Kickstart grant	2245				2245	
					Midcounties Co-op	1352				1352	
					Edward Gosling Foundation				1120	1120	
					Other grants	716			3120	3836	
					Donations	10419			4086	14505	
						162394			118415	280809	
2	Paid Employees										
					The Olive Tree Café	Twigs			Total	Total	
					this year	this year			this year	previous year	
					£	£			£	£	
					Gross wages and salaries	224907	71625		296532	275691	
					Employer's NI costs	8827	4870		13697	11360	
					Pension contributions	4142	2772		6914	6296	
					Total staff costs	237876	79267		317143	293347	
					Café	1 full time, 23 part time					
					Twigs	1 full time, 1 part time and 3 self-employed					
					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	237876	79267		317143	293347	
					Staff costs	1454	1770		3224	4445	
					Contract staff	3425	17090		20515	9006	
						242755	98127		340882	306798	
					Direct Costs						
					£	£			£	£	
					Cleaning	7836	4696		12532	13870	
					Equipment	2346	437		2783	2082	
					Card Charges	2326	25		2351	1734	
					Tableware/workwear	309			309	303	
					Music Licence	561			561	151	
					Volunteers training courses	.			0	2424	
					Volunteers Expenses	1516	988		2504	1329	
					Professional fees	1218	670		1888	313	
						16112	6816		22928	22206	
					Overheads						
					£	£			£	£	
					Rent	17561			17561	17560	
					Gas	7088			7088	5293	
					Electric	13088	3307		16395	15987	
					Water	3122	2193		5315	3607	
					Insurance	1277	1251		2528	2442	
					Telephone/Broadband	1823	689		2512	2448	
					Stationery	736	457		1193	1155	
					Repair/Maintenance	4718	522		5240	7364	
					Printing/Photocopy	646	332		978	1045	
					Waste	2650	757		3407	345	
					Depreciation	3810	1717		5527	3956	
					Vehicle costs	1031	1103		2134	3105	
					Security	225	568		793		
					Misc	383	91		474	409	
						58158	12987		71145	64716	



	<b>Notes to the accounts for the year ended 31 March 2023</b>			
<b>4</b>	<b>Independent examiner's remuneration</b>			
	An accrual for £400 has been made for the costs of the Independent Examination			
<b>5</b>	<b>Trustees</b>			
	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
<b>6</b>	<b>Tangible Fixed Assets</b>			
	Fixed Assets are individual items costing over £200, and depreciated on a straight line basis for four years (25% per annum)			
		<b>this year</b>	<b>prev yr</b>	
		£	£	
Cost	B/fwd	77349	68983	
	Additions	28839	8366	
	Disposals	-521	0	
	C/fwd	105667	77349	
Depreciation	B/fwd	67048	60013	
	C/fwd	77197	67048	
Net Book Value				
	B/fwd	10301	8970	
	C/fwd	28470	10301	
<b>7</b>	<b>Debtors due within one year</b>			
		<b>this year</b>	<b>prev yr</b>	
		£	£	
Pre-payments		5069	2223	
Other Debtors		512	1358	
		5581	3581	
<b>8</b>	<b>Creditors - falling due within one year</b>			
		<b>this year</b>	<b>prev yr</b>	
		£	£	
Creditors		7208	9911	
Accruals		4850	3360	
Deferred Income		91730	81014	
VAT		5701	851	
		109489	95136	
<b>9</b>	<b>Basis of accounting</b>			
	These accounts have been prepare on the basis of historic cost in accordance with			
	the Statement of Recommend 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 2023**

### **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**

## ***Annex 1: Pinecones***

From the start of the year, we continued an existing relationship with the Parish Council in nearby Pinehurst, an area of Swindon considered as one of the 10% most disadvantaged areas of the country. For several years pre-covid we had tried to start a branch of our community café there. This proved not to be financially viable: the local community has such restricted incomes that there is no “spare” left to buy food and drink in cafes, and we could not cover the cost of wages and food materials. So after covid restrictions eased, we committed for a year-long project (funded by a grant from Awards for All) to run:

- Bakery @ Pinecones. This was staffed by 4 or 5 volunteers lead by our Manager. They produced bread which was available for a donation in the local community. There was a very good response, and generous donations. It proved quite difficult to find distribution points, but the Deers Leap community pub in nearby Penhill became a good outlet for us. Staffing was awkward as the bread-making process required intermittent attendance and this was difficult to fit in to a regular staffing pattern.
- Craft workshops. We ran regular sessions throughout the year. Feedback from participants was good (see attached collection of feedback): many are otherwise socially isolated. Two sessions were run on a Wednesday and total attendance averages 25 per day.
- The “Wonky Pizza” project, run jointly with local charity Shine Pinehurst. This ran two 6 week wood fired pizza training programme for 7 young people from Pinehurst on a Thursday evening. It has been very successful, with some joyful impact made and some real commitment from these young people aged 14-16.

Following the end of the Awards for All funding, we decided to

- Transfer the baking activity to the Olive Tree. We already had a bakery session running there, which was able to cover more different kinds of bakery: was easier to staff (being on our main site): and distracted our Manager less as a result.
- Stop the craft activity, and ask the Parish council to consider continuing them, with grants if needed.
- Continue contributing to the Wonky Pizza project, jointly with Shine Pinehurst.