

COGS PREPARES 4 LIFE CIO

England & Wales · Charity number 1154296

Details

Other names CHERRY ORCHARD GARDEN SERVICE, COGS

Status Registered

Legal form CIO

Registered 2013-10-21

Register [View on the Charity Commission register](#)

Contact

Address Cherry Orchard Gardening Services
Burntwood Memorial Institute
Rugeley Road
Burntwood
Staffordshire
WS7 9BE

Phone 01543676443

Email cogspreparesforlife@gmail.com

Website <https://www.cogsprepares4lifecio.co.uk>

Activities

Objects: THE OBJECT OF THE CIO IS TO DEVELOP THE CAPACITY AND SKILLS OF THE MEMBERS OF THE SOCIALLY AND ECONOMICALLY DISADVANTAGED COMMUNITY OF STAFFORDSHIRE, WALSALL AND STOKE-ON-TRENT IN SUCH A WAY THAT THEY ARE BETTER ABLE TO IDENTIFY AND HELP MEET THEIR NEEDS AND TO PARTICIPATE MORE FULLY IN SOCIETY.

Activities: The goal of the CIO is to develop the capacity and skills of the Learning Disabled members by participation in user led CIO activities aimed at improving their confidence, self-esteem and general well being. Although not a commercial workplace it will adopt some of the inherent attributes of such an environment in that it will conduct itself with a sense of purpose, learning and discipline.

Classification

- **How:** Provides Services, Provides Advocacy/advice/information, Other Charitable Activities
- **What:** General Charitable Purposes, Education/training, Disability, Environment/conservation/heritage, Human Rights/religious Or Racial Harmony/equality Or Diversity, Other Charitable Purposes
- **Who:** Elderly/old People, People With Disabilities, The General Public/mankind

Geography

- Staffordshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-09-30	£43,791	£44,844	-	-
2024-09-30	£30,735	£20,434	-	-
2023-09-30	£28,759	£37,495	-	-
2022-09-30	£67,044	£55,463	-	-
2021-09-30	£25,301	£25,726	-	-
2020-09-30	£19,214	£21,981	-	-

Trustees

Name	Role	Appointed
Karen Child	Chair	2026-04-23
Carl George Ansell		2026-04-27
Colin Millage		2026-04-23
Tracy Karen Blakey		2015-11-30
WILLIAM DAVID GRIFFITHS		2014-02-26

COGS PREPARES 4 LIFE CIO

England & Wales - Charity number 1154296

Accounts

COGS PREPARES 4 LIFE CIO

Trustees Annual Report for Year End: Sept 25

Charity Number: 1154296

Charity Address: Burntwood Memorial Community Association
Rugeley Road
Burntwood
Staffordshire
WS7 9BE

Chairperson: Karen Child

Vice Chairperson: Colin Millage

Treasurer: Carl Ansell

Secretary: Katie Peach

Independent Examiners Report

I report to the trustees on my examination of the accounts of COGS PREPARES 4 LIFE CIO ('the charity') for the year ended 30/09/2025.

Responsibilities and Basis of Report

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

I report in respect of my examination of the charity'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 accordance with section 130 of the 2011 Act; or
2. the accounts do not accord with the accounting records.

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

Independent Examiner's Details

Name: MAS Associates Ltd

Address:

MAS Associates Ltd
Chartered Certified Accountants
Spear House
Cobbett Road
Burntwood
Staffordshire
WS7 3GR
Tel: 01543 273 830

Name **EMMA MALPASS**

Signature



Date **27th MAY 2026**

COGS PREPARES 4 LIFE CIO

TRUSTEES' ANNUAL REPORT FOR THE PERIOD

From: 1st October 2024 To:30th September 2025

The Trustees presents it's report and financial statements for the year ending 30th September 2024.

The financial statements have been prepared in accordance with the charity's constitution, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Structure, Governance and Management

The charity is a Charitable Incorporated Organisation (CIO) which is governed by it's constitution registered with the Charity Commission on 21st October, 2013

The CIO advertises for new trustees through Support Staffordshire, facebook and on its website. The role of trustee is open to everyone over the age of 16 years old who has the purpose of the CIO. At each Annual General Meeting the trustees are required to stand down from their role and can be re-appointed by membership vote if they wish to stand for another term.

New charity trustees receive a copy of the constitution and any amendments made to it along with a copy of the charity's latest trustee's annual report and statement of accounts.

The board of trustees, which shall be a minimum of three with a maximum of twelve, administers the CIO whilst the members have voting rights on decisions that arise through the board. Membership of the CIO is open to anyone who is interested in furthering it's purposes.

All policies are reviewed on a regular basis, and new ones drawn up if necessary.

Objectives and Activities

The object of the CIO is to develop the capacity and skills of the members of the socially and economically disadvantaged community of Staffordshire, and in particular Lichfield, Burntwood and Cannock in such a way that they are better able to identify and help meet their needs and to participate more fully in society. We specifically take on adults with learning disabilities.

The main activities that take place are learning gardening skills, woodwork skills, arts & crafts skills, machine maintenance skills and independent living skills, which incorporates cooking skills. Some of these activities then benefit the wider public by offering a local venue to purchase plants, vegetables, and handmade built classroom to learn Maths, English and IT skills by a specialist tutor provided by Cherry Orchard Garden Services CIC.

The trustees have paid regard to the guidance issued by the Charity Commission on public benefit and what activities the charity should undertake.

All the support members at COGS Prepares 4 Life CIO are permanent volunteers that are seconded from Cherry Orchard Garden Services CIC and work tirelessly with the service users to ensure activities are varied, educational and help forward their needs. We also have three temporary volunteers who have adapted very well to the environment and have helped bolster the support we can give to the service users. All volunteers have contributed tremendously towards fund raising by promoting the products the charity sells to the general public.


Reserves Policy

The charity has always aimed to hold a reserve of 3 months expenditure in unrestricted funds which would allow it to continue current activities while consideration is given to ways in which additional funds could be raised. The required level of reserves has been maintained throughout the year. The current amount required in reserves is £1500.

Signature

This report was approved by the trustees, and is signed on their behalf by:

Name CARL Ansell

Signature


Date 27th MAY 2026

Asset & Liability Statement

Cash Assets

	Unrestricted	Restricted	Total	Prior Year
HSBC - General Spending (Unrestricted)	8,958	0	8,958	1,605
HSBC - Plant Sales (Unrestricted)	4,465	0	4,465	3,453
HSBC - Woodwork Sales (Unrestricted)	4,341	0	4,341	2,989
HSBC - Arts & Crafts (Unrestricted)	1,377	0	1,377	554
HSBC - Reserves Fund (Unrestricted)	1,500	0	1,500	1,500
The National Lottery - Awards For All - 12-07-2024 (Restricted)	0	3,413	3,413	8,965
The Axis Foundation (Restricted)	0	846	846	988
Arnold Clark Community Foundation (Restricted)	0	29	29	500
npowerBusinessSolutions - 03-07-2024 (Restricted)	0	0	0	5,429
The Blakemore Foundation - 31-03-2025 (Restricted)	0	0	0	0

Other Monetary Assets

	Notes	Unrestricted	Restricted	Total	Prior Year
Gift Aid		0	0	0	0
Stock		0	0	0	0
Other		0	0	0	0

Investment Assets

	Notes	Unrestricted	Restricted	Total	Prior Year
Property		0	0	0	0
Investment Accounts		0	0	0	0
Other		0	0	0	0

Fixed Assets

	Notes	Unrestricted	Restricted	Total	Prior Year
Land & Buildings		0	0	0	0
Music & PA Equipment		0	0	0	0
Computers & IT		0	0	0	0
Furniture		0	0	0	0
Motor Vehicles		0	0	0	0

Liabilities


	Notes	Unrestricted	Restricted	Total	Prior Year
Loans Outstanding		0	0	0	0
Pension Payment Owed		0	0	0	0
HMRC Payments Owed		0	0	0	0
Independent Examination Fee Due		0	0	0	0

Other		0	0	0	0
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Signature

These accounts have been approved by the trustees, and are signed on their behalf by:

Name CARL ANSON.

Signature


Date 27th MAY 2026.

Notes to the Accounts

Accounting Policies

The accounts have been prepared on a receipts and payments basis and comprise a statement that shows the charity's receipts and payments, a statement that summarises the charity's assets and liabilities and related notes. The accountancy profession have determined that only accounts prepared in accordance with applicable accounting standards present a 'true and fair' view and, as these receipts and payments accounts have not (and cannot) be prepared in accordance with accounting standards, these accounts do not present (and are not intended to present) a 'true and fair' view of the charity's financial activities and state of affairs.

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity. Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. Restricted funds are donations which are to be used in accordance with specific restrictions imposed by donors; they include donations received from appeals for specific activities or projects.

Transactions to Related Parties

There were no transactions related parties during the accounting period.

Movement of Funds

Fund Name	Opening Balance	Income	Expenditure	Fund Transfers	Closing Balance
Unrestricted					
HSBC - General Spending (Unrestricted)	1,605	30,243	22,889	0	8,958
HSBC - Plant Sales (Unrestricted)	3,453	8,966	7,954	0	4,465
HSBC - Woodwork Sales (Unrestricted)	2,989	3,434	2,082	0	4,341
HSBC - Arts & Crafts (Unrestricted)	554	1,048	224	0	1,377
HSBC - Reserves Fund (Unrestricted)	1,500	0	0	0	1,500
Total	10,101	43,691	33,150	0	20,641
Unrestricted Total	10,101	43,691	33,150	0	20,641
Restricted					
The National Lottery - Awards For All - 12-07-2024 (Restricted)	8,965	0	5,552	0	3,413
The Axis Foundation (Restricted)	988	0	143	0	846
Arnold Clark Community Foundation (Restricted)	500	0	471	0	29
npowerBusinessSolutions - 03-07-2024 (Restricted)	5,429	0	5,429	0	0

The Blakemore Foundation - 31-03-2025 (Restricted)	0	100	100	0	0
Total	15,882	100	11,694	0	4,287
Restricted Total	15,882	100	11,694	0	4,287
TOTAL	25,982	43,791	44,844	0	24,929

Blakemore Foundation

The Blakemore foundation monies was spent on compost which was purchased TFM Penkrige. This was used for the plants in the green house and on site. This compost enables the plugs and seedlings to reach maturity which meant the sale of these enabled the charity to fulfil the maximum sales possible.

The Axis Foundation

:- Grow Cook Eat – the aim of the grow cook eat programme is the to teach the service users, how to grow cook and consume the food. This was achieved by sowing seeds which taught hand eye coordination plant management skills, compost reddling skills and time management skills. This also gave the service users a purpose and reason to check the growth ratio per day over the growth cycle of the produce.

Once the produce had gotten to the desired growth, then this was picked and then it was taken to cook process. The cook process was taught in a way that enabled them to maintain their skills to be used in their home environment and in a way that they could maintain and practice the skills that were taught. Repetition is the aim of the game with our users, simple recipes and food that they would eat in their normal lives is taught and not fancy recipes because the food was organically grown, there is no fear of pesticides, poisons. They enjoy the cook process because they cook for their fellow service users. As part of this process, they are also taught safe and effective use of sharps. Boards and surfaces. Also, wash and clean as they go to maintain a safe working environment.

The eat process and the look of satisfaction of the fellow service users faces, leads to immense satisfaction and enjoyment and feelings of happiness that the process has been worth it, this is why the grow cook eat process works so well. The grow cook eat programme has run over many years with many different funders and has always been a success.

N Power Business Solutions

:- Gardening and Horticulture Training – Our main focus is gardening, where the service users are taught the skills to maintain a garden ready for when the time comes to live independently. This includes growing edibles so they can understand where some of their food comes from. Teaching them the importance of maintaining their gardens is so they understand how a messy garden can make their property appear vacant, attracting vandalism and squatters. These skills are also essential if they would like a career in gardening or horticulture.

: - Cooking & Catering Skills – The next focus is cooking skills, which is essential when living independently. They are taught how to prepare and cook simple, nutritious and easy meals that can be replicated at home, often using the fruit and vegetables they have grown onsite which is a far more healthier alternative to them eating microwave meals. The skills taught are essential for those looking to work in a café/restaurant or catering.

: - Woodwork & Carpentry Skills – We also do wood work activities, introducing skills needed for basic maintenance around their property. Skills include the basics and understanding tools such as screwdrivers, tape measures, hammers, saws and also painting skills. Our more confident service users can be trained how to operate power tools. The skills taught can be used in a variety of employment or volunteering opportunities.

: - Machine Maintenance Training – For our more advanced service users, they are given the opportunity to learn how to repair and maintain our lawnmowers and strimmer's and to understand how this will save on repairing costs. These skills are useful for anyone wanting to work in machine maintenance.

: - Arts & Crafts Training – This activity focuses on those who would be interested in starting up their own small business by making homemade items and selling them either online, fairs or markets.

The total price of all the materials needed to run the project for 1 year are as follows:

Garden Supplies - £3925.83

Woodwork Supplies - £1873.15

Arts & Crafts - £262.76

Any funds received would be used in all these separate areas throughout the course of the year period from 30.06.2024 until 30.06.2025.



CHARITY COMMISSION
FOR ENGLAND AND WALES

COGS Prepares 4 Life CIO

1154296

Receipts and payments accounts

CC16a

For the period
from

01/10/2024

To

30/09/2025

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Plants & Woodwork Sales	13,448	-	-	13,448	-
Day Service Fees	23,421	-	-	23,421	-
Garden Service Fees	5,769	-	-	5,769	-
Lichfield Lottery Donations	342	-	-	342	-
The Blakemore Foundation	-	100	-	100	-
Gift Aid Small Donation Scheme	194	-	-	194	-
Other Donations	516	-	-	516	-
	-	-	-	-	-
Sub total (Gross income for AR)	43,691	100	-	43,791	30,735
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	43,691	100	-	43,791	30,735
A3 Payments					
Plants & Woodwork Expenses	10,261	-	-	10,261	-
Arnold Clark Community Fund	-	471	-	471	-
nPower Business Solutions	-	5,429	-	5,429	-
The Axis Foundation	-	143	-	143	-
The Blakemore Foundation	-	100	-	100	-
The National Lottery	-	5,552	-	5,552	-
Staff Wages/PAYE/NEST/Benefits	16,851	-	-	16,851	-
Vehicle/Machine/Building Upkeep	2,476	-	-	2,476	-
Office/Utilities/General Expenditure	3,562	-	-	3,562	-
	-	-	-	-	-
Sub total	33,150	11,694	-	44,844	20,434
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	33,150	11,694	-	44,844	20,434
Net of receipts/(payments)	10,541	- 11,594	-	- 1,054	10,301
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	15,681
Cash funds this year end	10,541	- 11,594	-	- 1,054	25,982

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	HSBC Bank	12,814	11,594	-
	Petty Cash - Plants Fund	248		
	Petty Cash - Woodwork Funds	84		
	Petty Cash - Arts & Crafts Fund	122		
	Petty Cash - General Spending	64		
	Equals Top Up card	3		
		-	-	-
		-	-	-
	Total cash funds	13,335	11,594	-
	(agree balances with receipts and payments account(s))	Agreement Error	Agreement Error	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of the trustees (SS)

Signature _____ 2

Print Name

Date of 16/04/2025

COGS PREPARES 4 LIFE CIO

England & Wales - Charity number 1154296

Accounts

Independent Examiner's Report to the Trustees of the

COGS PREPARES 4 LIFE CIO

I report on the accounts for the year ended 30th September 2024 which are set out in this document.

Respective responsibilities of trustees and examiner

The Group/District's trustees are responsible for the preparation of the accounts. They consider that an audit is not required for this year (under Section 43 (2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under Section 43 (3) (a) of the 1993 Act).
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under Section 43 (7) (b) of the 1993 Act); and
- To state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent Examiner's statement

In connection with my examination there is no matter that has come to my attention:

1. Which gives me reasonable cause to believe that in any materials respect the requirements
 - To keep accounting records in accordance with Section 41 of the 1993 Act; and
 - To prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Act 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.

Name...Emma Malpass.....

Qualification:.....MAAT.....

Date...12th May 2025.....



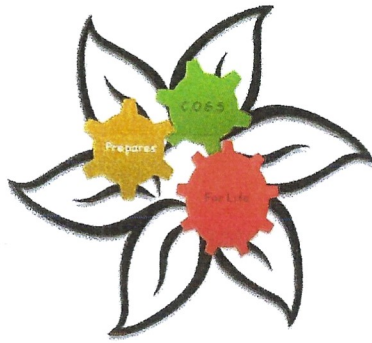
Receipts and payments accounts

CC16a

For the period from	Oct-23	To	Sep-24
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Plant, Fruit & Vegetables Sales	5,695	-	-	5,695	
Woodwork Sales	3,494	-	-	3,494	
Arts & Crafts	770	-	-	770	
Gift Aid Small Donation Scheme (GASDS)	294	-	-	294	
Crowdfunder - Unrestricted Donations	974	-	-	974	
HMRC Gift Aid Claim	155	-	-	155	
Grave Maintenance Service	120	-	-	120	
Named Individual Donations	600	-	-	600	-
Lichfield Lottery Donations	362	-	-	362	-
npower business solutions - Restricted Grant	-	6,061	-	6,061	-
The Arnold Clark Community Fund - Restricted Grant	-	500	-	500	-
The Axis Foundation - Restricted Grant	-	1,000	-	1,000	-
The Community Foundation - We Love Lichfield - Restricted Grant	-	900	-	900	-
The National Lottery - Awards For All - Restricted Grant	-	9,060	-	9,060	-
W A Cadbury - Restricted Grant	-	750	-	750	-
Sub total (Gross income for AR)	12,464	18,271	-	30,735	28,759
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	12,464	18,271	-	30,735	28,759
A3 Payments					
Plants, Fruit & Vegetables Fund Expenses	3,089	-	-	3,089	
Woodwork Expenses	594	-	-	594	
Arts & Crafts Fund Expenses	219	-	-	219	
External Tutor Fee	9,627	-	-	9,627	-
Accounting Software	354	-	-	354	
HSBC Bank Account Charges	71	-	-	71	
Office/General Administrative Expenses	86	-	-	86	
Preparation of Accounts - 2022-2023	384	-	-	384	
Rent - Part Restricted (TCF - W A Cadbury - Yapp)	1,611	1,989	-	3,600	
Cooking Ingredients	10	9	-	19	
H D Wills - Gas Bottles - Restricted	-	500	-	500	-
nPower Business Solutions - Activity Expenditures - Restricted	-	632	-	632	-
The Albert Hunt Trust - Cooker/Cooking	-	184	-	184	-
The Axis Foundation - Cooking Ingredients - Restricted	-	12	-	12	-
The Blakemore Foundation - Compost - Restricted	-	100	-	100	-
The D'Oyly Carte Charitable Trust - Compost - Restricted	-	760	-	760	-
The Davis Solomons Charitable Trust - Miscellaneous	-	29	-	29	-
The Hedley Foundation - Miscellaneous	-	18	-	18	-
The National Lottery - Awards For All - Running Costs Expenditures	-	95	-	95	-
The Rank Foundation - Miscellaneous	-	43	-	43	-
The Wolfson Foundation - Greenhouse	-	17	-	17	-
	-	-	-	-	-
Sub total	16,046	4,388	-	20,434	37,495



COGS Prepares 4 Life CIO
Burntwood Memorial Community Centre
Rugeley Road
Burntwood
Staffordshire
WS7 9BE
TEL: 01543 676443
After Hours: 07961 005 286
Email: cogspreparesforlife@gmail.com
<https://www.cogsprepares4lifecio.co.uk/>

Charity No: 1154296

COGS PREPARES 4 LIFE CIO

Trustees Annual Report For Year End: Sept 24

Charity Number: 1154296

Charity's Principal Address:

**Burntwood Memorial Community Association
Rugeley Road
Burntwood
Staffordshire
WS7 9BE**

Trustees

Tracy Blakey	Chairman
Rebecca Flynn	Treasurer/Secretary
William Griffiths	Trustee
Sean Johnson	Trustee

COGS PREPARES 4 LIFE CIO

TRUSTEES' ANNUAL REPORT FOR THE PERIOD

From: 1st October 2023

To: 30th September 2024

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The main activities that take place are learning gardening skills, woodwork skills, arts & crafts skills, machine maintenance skills and independent living skills, which incorporates cooking skills. Some of these activities then benefit the wider public by offering a local venue to purchase plants, vegetables, and handmade woodwork products at a low price. Service users also benefit from having access to a purpose built classroom to learn Maths, English and IT skills by a specialist tutor provided by Cherry Orchard Garden Services CIC.

The trustees have paid regard to the guidance issued by the Charity Commission on public benefit and what activities the charity should undertake.

All the support members at COGS Prepares 4 Life CIO are permanent volunteers that are seconded from Cherry Orchard Garden Services CIC and work tirelessly with the service users to ensure activities are varied, educational and help forward their needs. We also have three temporary volunteers who have adapted very well to the environment and have helped bolster the support we can give to the service users. All volunteers have contributed tremendously towards fund raising by promoting the products the charity sells to the general public.

Achievements and Performance

This year started off a bit low and funds skated dangerously near the reserves line for a short period but that all turned round once the main selling period started and we received answers to some major funding applications. .

We received grants that have helped us through the current cost of living crisis as costs of running the charity rose. This included a grant towards gas bottles to heat the greenhouses, a grant to cover the running costs of the 3 main activities we run (Gardening, woodwork, art & crafts) and a big bonus grant for 2 years that covers running costs of rent and admin costs, which is very welcome.

We continued to run our Grow-Cook-Eat programme, and received funding for all the complimentary ingredients that are also needed to be used when a meal is being made. The future of this programme is currently under review and decisions of it's continuation will be discussed at Trustee meetings. There will always be cooking activities going on through the winter, but this year saw a big decline, for the first time in 10 years, in produce being grown and harvested successfully, bringing to question the 'Grow' element of the project.

The woodwork activities are always a favourite and the service users have steadily continued to learn to make planters, bird tables and various animal friendly garden structures throughout the year. There has been a huge uptick of commissioned items this year, through the great advertising of the charity on Facebook by one of the Trustees, which has kept the team busy all year round. They have also undertaken various jobs around the site, learning how important maintenance and doing DIY correctly can improve their surroundings.

Funding to continue gardening activities included donations towards seeds and multicell trays.

The arts & crafts activities that were a new activity started in the previous financial year has grown steadily, and had a fantastic boost from making Christmas wreaths through the winter.

We also tried using a new fundraising platform to increase our income by doing a fundraiser on Crowdfunder. This was a huge success and we are extremely grateful for everyone who donated funds that will all be put towards general running costs of the charity.

All monies bought in by activity sales have been consistant with previous years after a slow start and we are in a great position to start the new financial year.

All the service users have continued to refresh their skills throughout the year to ensure they can continue to use these transferable skills outside of the charity.

Section E - Financial Review

The charity has always aimed to hold a reserve of 3 months expenditure in unrestricted funds which would allow it to continue current activities while consideration is given to ways in which additional funds could be raised. The required level of reserves has been maintained throughout the year. The current amount required in reserves is £1500.

The charity's principal sources of funds used in this financial year were:

Plant Sales
Woodwork Sales
Arts & Crafts Sales
Public Donations (GASDS and named donors)
The HDH Willis 1965 Charitable Trust
Pebbles/The Rank Foundation
The Albert Hunt Trust
The David Solomons Charitable Trust
The Yapp Charitable Trust
The Dumbreck Charity
The Wolfson Foundation
The D'Oyly Carte Charitable Trust
The Hedley Foundation
The Blakemore Foundation
W A Cadbury (NEW)
The Community Foundation – We Love Lichfield (NEW)
Arnold Clark Community Fund (NEW)
The Axis Foundation (NEW)
npower Business Solutions (NEW)
The National Lottery – Awards For All (NEW)

The expenditure of funds throughout the year have all supported the key objectives of the charity in many ways.


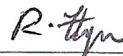
Section F – Optional Information

We took the unusual decision to pay for

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Tracy Blakey	Rebecca Flynn
Position (eg Secretary, Chair, etc)	Chair	Treasurer

Date 17.10.2024.

COGS PREPARES 4 LIFE CIO

England & Wales - Charity number 1154296

Accounts

Independent Examiner's Report to the Trustees of the

COGS PREPARES 4 LIFE CIO

I report on the accounts for the year ended 30th September 2023 which are set out on in this document.

Respective responsibilities of trustees and examiner

The Group's/District's trustees are responsible for the preparation of the accounts. They consider that an audit is not required for this year (under Section 43 (2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under Section 43 (3) (a) of the 1993 Act);
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under Section 43 (7) (b) of the 1993 Act); and
- To state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent Examiner's statement

In connection with my examination there is no matter that has come to my attention:

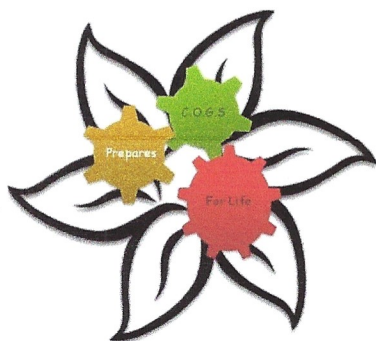
1. which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with Section 41 of the 1993 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Act have 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.

Name: EMMA MALPASS

Qualification: MAAT

MAS Associates Ltd
Chartered Certified Accountants
Spear House
Cobbett Road
Burntwood
Staffordshire
WS7 3GR
Tel: 01543 273 830

Date: 4th APRIL 2024



COGS Prepares 4 Life CIO
Burntwood Memorial Community Centre
Rugeley Road
Burntwood
Staffordshire
WS7 9BE
TEL: 01543 676443
After Hours: 07961 005 286
Email: cogspreparesforlife@gmail.com
<https://www.cogsprepares4lifecio.co.uk/>

Charity No: 1154296

COGS PREPARES 4 LIFE CIO

Trustees Annual Report For Year End: Sept 23

Charity Number: 1154296

Charity's Principal Address:

**Burntwood Memorial Community Association
Rugeley Road
Burntwood
Staffordshire
WS7 9BE**

Trustees

Tracy Blakey	Chairman
Rebecca Flynn	Treasurer/Secretary
William Griffiths	Trustee
Vivienne Smart	Trustee
Sean Johnson	Trustee

COGS PREPARES 4 LIFE CIO

TRUSTEES' ANNUAL REPORT FOR THE PERIOD

From: 1st October 2022

To: 30th September 2023

The Trustees presents it's report and financial statements for the year ending 30th September 2023.

The financial statements have been prepared in accordance with the charity's constitution, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Structure, Governance and Management

The charity is a Charitable Incorporated Organisation (CIO) which is governed by it's constitution registered with the Charity Commission on 21st October, 2013

The CIO advertises for new trustees through Support Staffordshire, facebook and on its website. The role of trustee is open to everyone over the age of 16 years old who has the purpose to bring enthusiasm and expertise to the board and would be most likely to further the purposes of the CIO. At each Annual General Meeting the trustees are required to stand down from their role and can be re-appointed by membership vote if they wish to stand for another term.

New charity trustees receive a copy of the constitution and any amendments made to it along with a copy of the charity's latest trustee's annual report and statement of accounts.

The board of trustees, which shall be a minimum of three with a maximum of twelve, administers the CIO whilst the members have voting rights on decisions that arise through the board. Membership of the CIO is open to anyone who is interested in furthering it's purposes.

All policies are reviewed on a regular basis, and new ones drawn up if necessary.

Objectives and Activities

The object of the CIO is to develop the capacity and skills of the members of the socially and economically disadvantaged community of Staffordshire, and in particular Lichfield, Burtwood and Cannock in such a way that they are better able to identify and help meet their needs and to participate more fully in society. We specifically take on adults with learning disabilities.

The main activities that take place are learning gardening skills, woodwork skills, machine maintenance skills and independent living skills, which incorporates cooking skills. Some of these activities then benefit the wider public by offering a local venue to purchase plants, vegetables, and handmade woodwork products at a low price. Service users also benefit from having access to a purpose built classroom to learn Maths, English and IT skills by a specialist tutor provided by Cherry Orchard Garden Services CIC.

The trustees have paid regard to the guidance issued by the Charity Commission on public benefit and what activities the charity should undertake.

All the support members at COGS Prepares 4 Life CIO are permanent volunteers that are seconded from Cherry Orchard Garden Services CIC and work tirelessly with the service users to ensure activities are varied, educational and help forward their needs. We also have three temporary volunteers who have adapted very well to the environment and have helped bolster the support we can give to the service users. All volunteers have contributed tremendously towards fund raising by promoting the products the charity sells to the general public.

Achievements and Performance

This has been another exciting year for the charity with generous funding being awarded to us to purchase essential items that enable the service users to continue to learn and build on their skills.

We also received some grants that have helped us through the current cost of living crisis as costs of running the charity soared this year. This included a new small greenhouse due to our old one being totally inefficient, a grant towards gas bottles to heat the greenhouses, and 2 solar power stations to run small appliances in the greenhouses without having to use electricity.

We continued to run our Grow-Cook-Eat programme, with the addition of a funded new cooker and have put a slant on it this year where the public can benefit from seasonal growing as well by encouraging healthy eating, and formulating a healthy eating pack, complete with vegetables and recipe cards with ideas for the seasonal goods, which will be implemented over the coming winter season.

The Woodwork activities were enhanced by funding for new tools, and the Arts & Crafts activities that we introduced at the end of the last year has been slowly building itself up throughout the year, encouraging the service users to use fine motor skills on intricate designs and wild imaginations.

Funding to continue gardening activities included two donations towards compost and manure, greenhouse appliances and tools as well as fixtures and fittings.

We also welcomed two new service users this year who are already showing improvements in their skills and have settled in to the routine like they were destined to come to us, and who we look forward to watch flourish and thrive in their everyday endeavours.

All the service users have continued to refresh their skills throughout the year to ensure they can continue to use these transferable skills outside of the charity.

Section E - Financial Review

The charity has always aimed to hold a reserve of 3 months expenditure in unrestricted funds which would allow it to continue current activities while consideration is given to ways in which additional funds could be raised. The required level of reserves has been maintained throughout the year. The current amount required in reserves is £1500.

The charity's principal sources of funds used in this financial year are:

- Plant Sales
- Woodwork Sales
- Arts & Crafts Sales
- Public Donations (GASDS)
- The HDH Willis 1965 Charitable Trust (New)
- Pebbles/The Rank Foundation (New)
- The Albert Hunt Trust
- The David Solomons Charitable Trust
- The Foyle Foundation (New)
- The Yapp Foundation
- The Percy Bilton Charity (New)
- The Dumbreck Charity
- We Love Lichfield – The Community Foundation (New)
- The Rowlands Trust (New)
- The Morrisons Foundation (New)
- The Wolfson Foundation
- The D'Oyly Carte Charity (New)
- The Hedley Foundation (New)
- The Blakemore Foundation (New)

The expenditure of funds throughout the year have all supported the key objectives of the charity in many ways.



Section F – Optional Information

Due to an unfortunate timing of one funders payment, our accounts show a large deficit for this financial year, due to the large grant being paid on the last day of the last financial year, and then spent in the first few days of this financial year. This unfortunately shows for bleak reading, when in fact it is just a circumstantial oddity, giving a false reflection of our handling of the charity accounts.

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Tracy Blakey	Rebecca Flynn
Position (eg Secretary, Chair, etc)	Chair	Treasurer
Date	30/01/24	



Receipts and payments accounts

CC16a

For the period from	Oct-22	To	Sep-23
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Plant Sales	6,016	-	-	6,016	-
Woodwork Sales	3,269	-	-	3,269	-
Arts & Crafts Sales	219	-	-	219	-
GASDS Donation	234	-	-	234	-
Graveyard Maintenance	120	-	-	120	-
HMRC Gift Aid Claim	260	-	-	260	-
Cooking Fund	-	25	-	25	-
Restricted Grants & Funding	-	17,784	-	17,784	-
Services	200	-	-	200	-
Unrestricted Grants & Funding	632	-	-	632	-
Sub total (Gross income for AR)	10,950	17,809	-	28,759	67,044
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	10,950	17,809	-	28,759	67,044
A3 Payments					
Plant Fund Expenses	3,926	-	-	3,926	-
Woodwork Fund Expenses	1,873	-	-	1,873	-
Arts & Crafts Fund Expenses	263	-	-	263	-
Accounting Software	241	-	-	241	-
Advertising/Promotional	118	-	-	118	-
Equals Debit card Charges	6	-	-	6	-
Cooking Ingredients	-	735	-	735	-
Greenhouse Decking	-	8,092	-	8,092	-
Greenhouse Electrical Work	-	345	-	345	-
Greenhouse Equipment	-	7,722	-	7,722	-
Craft fayre Table Fees	20	-	-	20	-
HSBC Bank Charges	79	-	-	79	-
Kitchen/Cooking Equipment	-	1,190	-	1,190	-
Concrete Pad For ew Greenhouse	-	1,860	-	1,860	-
New Small Greenhouse	-	6,953	-	6,953	-
Office/GeeAdminiatrative Expenses	108	-	-	108	-
Preperation of Accounts - 2021-2022	384	-	-	384	-
Rent	600	3,000	-	3,600	-
Unapplied Cash Bill Payment Ecpnditure	-	-	-	-	-
	20	-	-	20	-
Sub total	7,598	29,897	-	37,495	55,463
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	7,598	29,897	-	37,495	55,463
Net of receipts/(payments)	3,352	- 12,088	-	- 8,736	11,581
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	13,673	2,008	-	15,681	11,581

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	HSBC Bank	12,969	1,999	-
	Petty Cash Arts & Crafts	57		
	Petty Cash Plants	67		
	Petty Cash Woodwork	463		
	Petty Cash General Spending	114		
	Petty cash - Restricted Cooking Fund		9	-
	Equals Top Up card	3	-	-
	Total cash funds		13,673	2,008
(agree balances with receipts and payments account(s))		OK	OK	OK

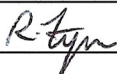
Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	REBECCA FLYNN	30/01/24



Management Report

COGS Prepares 4 Life CIO
For the period ended September 30, 2023

Prepared on
24 October 2023

For management use only

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Financial Activities3

Balance Sheet4

Financial Activities

October 2022 - September 2023

	Total
INCOME	
1. Plant Sales	6,016.08
2. Woodwork Sales	3,269.26
3. Arts & Crafts Sales	219.06
4. Gift Aid Small Donation Scheme (GASDS)	234.00
Graveyard Maintenance	120.00
HMRC - Gift Aid Claim	259.85
HSBC - Cooking Fund - Restricted	24.67
Restricted Grants & Funding	17,784.00
Services	200.00
Unrestricted Grants & Funding	632.01
Total Income	28,758.93
TOTAL	
	28,758.93
EXPENDITURES	
1. Plant Fund Expenses	3,925.83
2. Woodwork Fund Expenses	1,873.15
3. Arts & Crafts Fund Expenses	262.76
Accounting Software	241.20
Advertising/Promotional	117.81
Bank Charges - Equals Debit Card	6.00
Cooking Ingredients	735.02
Greenhouse Decking	8,092.26
Greenhouse Electrical Work	345.00
Greenhouse Equipment	7,722.03
HSBC - General Spending - Craft Fayre Table Fee	20.00
HSBC Bank Charges	79.22
Kitchen/Cooking Equipment	1,189.53
New Greenhouse Concrete Pad	1,860.00
New Small Greenhouse	6,953.00
Office/General Administrative Expenditures	107.95
Preparation of Accounts Fee - 2021-2022	384.00
Rent	3,600.00
Unapplied Cash Bill Payment Expenditure	-20.00
Total Expenditures	37,494.76
NET OPERATING INCOME	-8,735.83
NET INCOME/(EXPENDITURE)	£ -8,735.83

Balance Sheet

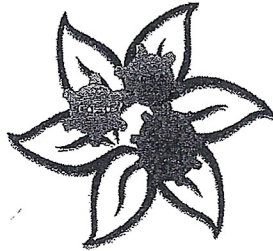
As of September 30, 2023

	Total
FIXED ASSET	
Total Fixed Asset	
CASH AT BANK AND IN HAND	
Arts & Crafts Fund - Petty Cash	57.46
Cooking Fund - Restricted Petty Cash	8.89
Equals Top Up card	2.84
General Spending & Donations Fund - Petty Cash	113.87
HSBC Bank Account	14,967.93
Plants Fund - Petty Cash	67.28
Woodwork Fund - Petty Cash	462.81
Total Cash at bank and in hand	15,681.08
NET CURRENT ASSETS	15,681.08
NET CURRENT ASSETS (LIABILITIES)	15,681.08
TOTAL ASSETS LESS CURRENT LIABILITIES	15,681.08
TOTAL NET ASSETS (LIABILITIES)	£15,681.08
CHARITY FUNDS	
Opening Balance Equity	24,416.91
Retained Earnings	
Surplus/(Deficit)	-8,735.83
Total Charity funds	£15,681.08

COGS PREPARES 4 LIFE CIO

England & Wales - Charity number 1154296

Accounts



COGS Prepares 4 Life CIO
Burntwood Memorial Community Centre
Rugeley Road
Burntwood
Staffordshire
WS7 9BE
TEL: 01543 676443
After Hours: 07961 005 286
Email: cogspreparesforlife@gmail.com
Charity No: 1154296

COGS PREPARES 4 LIFE CIO

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDING 30 SEPTEMBER 2022

**Independent Examiner's Report to the Trustees of the
COGS PREPARES 4 LIFE CIO**

I report on the accounts for the year ended 30th September 2021, which are set out on in this document.

Respective responsibilities of trustees and examiner

The Group's/District's trustees are responsible for the preparation of the accounts. They consider that an audit is not required for this year (under Section 43 (2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under Section 43 (3) (a) of the 1993 Act);
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under Section 43 (7) (b) of the 1993 Act); and
- To state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent Examiner's statement

In connection with my examination there is no matter that has come to my attention:

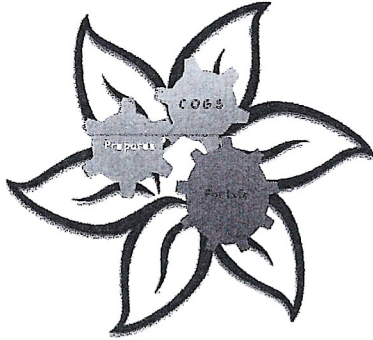
1. which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with Section 41 of the 1993 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Act have 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.

Name: EMMA MALPASS

Qualification: MAAT

MAS Associates
Chartered Certified Accountants
Spear House
Cobbett Road
Burntwood, Staffordshire
WS7 3GL
Tel: 01543 273 830

Date: 12th JULY 2023



COGS Prepares 4 Life CIO
Burntwood Memorial Community Centre
Rugeley Road
Burntwood
Staffordshire
WS7 9BE
TEL: 01543 676443
After Hours: 07961 005 286
Email: cogspreparesforlife@gmail.com
Charity No: 1154296

COGS PREPARES 4 LIFE CIO

Trustees Annual Report For Year End Sept 22:

Charity Number: 1154296

Charity's Principal Address:

**Burntwood Memorial Community Association
Rugeley Road
Burntwood
Staffordshire
WS7 9BE**

Trustees

Laurel Cadman	Chairman/Secretary
Rebecca Flynn	Treasurer
Tracy Blakey	Trustee
William Griffiths	Trustee
Tony Wilkins	Trustee
Terrence Finn	Trustee
Vivienne Smart	Trustee
John Boyce	Trustee

COGS PREPARES 4 LIFE CIO

TRUSTEES' ANNUAL REPORT FOR THE PERIOD

From: 1st October 2021

To: 30th September 2022

The Trustees presents its report and financial statements for the year ending 30th September 2022.

The financial statements have been prepared in accordance with the charity's constitution, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Structure, Governance and Management

The charity is a Charitable Incorporated Organisation (CIO) which is governed by its constitution registered with the Charity Commission on 21st October, 2013

The CIO advertises for new trustees through Support Staffordshire, facebook and on its website. The role of trustee is open to everyone over the age of 16 years old who has the purpose to bring enthusiasm and expertise to the board and would be most likely to further the purposes of the CIO. At each Annual General Meeting the trustees are required to stand down from their role and can be re-appointed by membership vote if they wish to stand for another term.

New charity trustees receive a copy of the constitution and any amendments made to it along with a copy of the charity's latest trustee's annual report and statement of accounts.

The board of trustees, which shall be a minimum of three with a maximum of twelve, administers the CIO whilst the members have voting rights on decisions that arise through the board. Membership of the CIO is open to anyone who is interested in furthering its purposes.

All policies are reviewed on a regular basis, and new ones drawn up if necessary.

Objectives and Activities

The object of the CIO is to develop the capacity and skills of the members of the socially and economically disadvantaged community of Staffordshire, and in particular Lichfield, Burtwood and Cannock in such a way that they are better able to identify and help meet their needs and to participate more fully in society. We specifically take on adults with learning disabilities.

The main activities that take place are learning gardening skills, woodwork skills, machine maintenance skills and independent living skills, which incorporates cooking skills. Some of these activities then benefit the wider public by offering a local venue to purchase plants, vegetables, and handmade woodwork products at a low price.

The trustees have paid regard to the guidance issued by the Charity Commission on public benefit and what activities the charity should undertake.

All the support members at COGS Prepares 4 Life CIO are permanent volunteers that are seconded from Cherry Orchard Garden Services CIC and work tirelessly with the service users to ensure activities are varied, educational and help forward their needs. We also have two temporary volunteers who have adapted very well to the environment and have helped bolster the support we can give to the service users. All volunteers have contributed tremendously towards fund raising by promoting the products the charity sells to the general public.

Achievements and Performance

This year was a totally different experience from last year as the effects of COVID-19 restrictions started to ease, and normality started to finally arrive. The new customers that found us in the lockdown periods have all returned to purchase the goods that our service users have made or grown and been presented on our market stall.

Throughout the year various projects were funded and equipment bought around the site including funding for new electric lawnmowers and strimmers, brand new cooking equipment and white goods for the Grow-Cook-Eat programme along with new coldframes and stainless steel tables for the greenhouse.

We were especially excited to receive funding for a brand new greenhouse and base which has replaced the old greenhouse that was donated to us in 2013. The new greenhouse is much more energy efficient and has much more room inside for the service users to learn and expand their skills. New laptops were also funded as part of a new education scheme aimed at teaching the service users basic English, Maths and IT skills and has been widely welcomed by both the service users and their parents/carers due to the fact that the courses are specific to each individual, not a set curriculum.

All the service users have continued to refresh their skills throughout the year to ensure they can continue to use these transferable skills outside of the charity.

Section E - Financial Review

The charity has always aimed to hold a reserve of 3 months expenditure in unrestricted funds which would allow it to continue current activities while consideration is given to ways in which additional funds could be raised. The required level of reserves has been maintained throughout the year. The current amount required in reserves is £1500.

The charity's principal sources of funds used in this financial year are:

Plant Sales
Woodwork Sales
Public Donations
The David Solomon Trust (Mowers/Strimmers/Batteries)
The Yapp Charitable Foundation (Rent)
The Foyle Foundation (Stainless Steel tables)
The Albert Hunt Trust (Cooking Equipment)
The Dumbreck Charity (Cooking equipment)
The Wolfson Foundation (Greenhouse)
National Lottery/Awards For All (Growing/Cooking equipment)
Paint and Repair (Paint and Repair works – Cabin)
Groundworks
The National Lottery Community Fund (Covid Outreach)
Edward Cadbury Charitable Trust (Laptops)
The Sir Jules Thorn Charitable Trust (Laptops)
Awards For All (New Grow Cook Eat)
The Harry Payne Fund (Electric Mowers/Chargers)
Bernard Sunley (Greenhouse)
The Screwfix Foundation (Greenhouse)
We Love Lichfield (Electric Mower/Strimmer)
The Percy Bilton Charity (Cooking Equipment)
Arnold Clarke (Memorial Area)
The Rural Development Fund (Electric Mowers/Strimmer)

The expenditure of funds throughout the year have all supported the key objectives of the charity in many ways. The spending of funds on seeds and plants, new tools and machinery has ensured that the service users get to learn or refresh horticulture skills that are transferable, as well as providing locally sourced plants to the surrounding community. Funds spent on machinery, buildings and structures ensure that all belongings and property are maintained correctly to increase longevity of items.


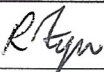
Section F – Optional Information

All activities have resumed and are back to normal after the restrictions during the pandemic were lifted.

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Tracy Blakey	Rebecca Flynn
Position (eg Secretary, Chair, etc)	Chair	Treasurer
Date	4.4.2023.	



CHARITY COMMISSION
FOR ENGLAND AND WALES

COGS Prepares 4 Life CIO

1154296

Receipts and payments accounts

CC16a

For the period from	Period start date 01/10/2021	To	Period end date 30/09/2022
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations	10,775	48,919	-	59,693	16,327
Charitable Activities	7,351	-	-	7,351	8,975
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	18,125	48,919	-	67,044	25,302
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	18,125	48,919	-	67,044	25,302
A3 Payments					
Charitable Activities	13,820	41,643	-	55,463	25,726
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	13,820	41,643	-	55,463	25,726
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	13,820	41,643	-	55,463	25,726
Net of receipts/(payments)	4,306	7,276	-	11,581	424
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	4,306	7,276	-	11,581	424

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	HSBC	3,517	7,276	-
	Equals Card	789	-	-
		-	-	-
	Total cash funds	4,306	7,276	-

(agree balances with receipts and payments account(s))

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

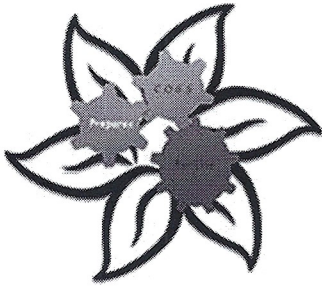
Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval



COGS Prepares 4 Life CIO
 Burntwood Memorial Community Association,
 Rugeley Road, Burntwood.
 WS7 9BE.

Phone: 01543 676443

General enquiries CIO: cogspreparesforlife@gmail.com

Website: www.cogsprepares4lifecio.co.uk

COGS PREPARES 4 LIFE CIO

**STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT
 FOR THE YEAR ENDING 30TH SEPTEMBER 2022**

Receipts/Income	Notes	Unrestricted Funds 2022	Restricted Funds 2022	Total 2022	Unrestricted Funds 2021	Restricted Funds 2021	Total 2021
Income from:							
Donations		10,774.51	48,918.79	59,693.30	1,321.95	15,005.00	16,326.95
Garden Maintenance							
Grants							
Plants/Produce Sales		7,350.78		7,350.78	6,974.58	2,000.00	8,974.58
Woodwork Sales							
Total receipts/Income		18,125.29	48,918.79	67,044.08	8,296.53	17,005.00	25,301.53

Payments/Expenditure	Notes	Unrestricted Funds 2022	Restricted Funds 2022	Total 2022	Unrestricted Funds 2021	Restricted Funds 2021	Total 2021
Expenditure on:							
Building and Office		4,293.37	6,801.35	11,094.72	900.26		900.26
Tools and equipment		6,086.74	8,387.54	14,474.28		1,753.72	1,753.72
Plants and Produce		1,984.72	194.61	2,179.33	2,467.49		2,467.49
Woodwork		1,454.72	335.13	1,789.85	1,567.04		1,567.04
Outreach Service			159.00	159.00		5,000	5,000.00
Outdoor Projects/Structures			25,765.46	25,765.46		14,037.39	14,037.39
Total Expenditure		13,819.55	41,643.09	55,462.64	4,934.79	20,791.11	25,725.90

Net of receipts/(payments)	Notes	Unrestricted Funds 2022	Restricted Funds 2022	Total 2022	Unrestricted Funds 2021	Restricted Funds 2021	Total 2021
Net movement in funds		4,305.74	7,275.70	11,581.44	3,361.74	-3,786.11	-424.37

Fund Balances	Notes	Unrestricted Funds 2022	Restricted Funds 2022	Total 2022	Unrestricted Funds 2021	Restricted Funds 2021	Total 2021
Cash Fund Balance at 1 st October 2021					5,584.44	7,251.03	12,835.47
Cash Fund balance at 30 th September 2022		9,890.18	14,526.73	24,416.91			

Breakdown of Cash Funds	Unrestricted Funds 2022	Restricted Funds 2022
HSBC	9,890.18	13,405.41
FairFX Card/Account		788.86
Cash (Petty)		332.46

Total Cash Funds	9,890.18	14,526.73
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COGS PREPARES 4 LIFE CIO

BALANCE SHEET

AS AT 30TH SEPTEMBER 2022

	Total	Total
	2022	Prior Year
<u>Current Assets</u>		
HSBC Bank Balance	23,295.59	12,508.56
FairFX Card	788.86	327.01
Cash	332.46	0.00
Accounts Receivable	0.00	0.00
Prepayments	0.00	0.00
Total Current Assets	24,416.91	12,835.47
<u>Non-Current Assets</u>		
Fixed Assets	0.00	0.00
Investments	0.00	0.00
Total Non-Current Assets	0.00	0.00
<u>Current Liabilities</u>		
Accounts Payable	0.00	0.00
Deferred Income	0.00	0.00
Total Current Liabilities	0.00	0.00
<u>Non-Current Liabilities</u>		
Long Term Loan / Mortgages	0.00	0.00
Total Non-Current Liabilities	0.00	0.00
Total Net Assets (Assets Minus Liabilities)	24,416.91	12,835.47
<u>Represented By</u>		
HSBC – General Spending (Unrestricted)	3,897.05	1,350.66
HSBC – Plant Sales (Unrestricted)	5,679.35	4,221.10
HSBC – Woodwork Sales (Unrestricted)	313.78	12.68
David Soloman (Restricted)	42.99	0.00
Accessible Grow Cook Eat (Restricted)	0.00	206.96
Paint and repairs (We Love Lichfield) (Restricted)	0.00	335.13
Groundworks (Restricted)	0.00	7.94
Covid Outreach (Awards For All) (Restricted)	0.00	159.00
The Yapp Charitable Trust (Restricted)	439.00	1,542.00
The Foyle Foundation (Restricted)	2,700.00	0.00
The Albert Hunt Trust (Restricted)	1,729.15	0.00
The Dumbreck Charity (Restricted)	300.80	0.00

The Wolfson Foundation (Restricted)	9,314.79	0.00
The Screwfix Foundation (Restricted)	0.00	5,000.00
Edward Cadbury (Restricted)	0.00	0.00
IT For The Future/The Sir Jules Thorn (Restricted)	0.00	0.00
New Grow-Cook-Eat (Restricted)	0.00	0.00
The Harry Payne (Restricted)	0.00	0.00
Bernard Sunley (restricted)	0.00	0.00
Tools For Our Future/We Love Lichfield (Restricted)	0.00	0.00
The Percy Bilton Charity (Restricted)	0.00	0.00
Arnold Clarke (Restricted)	0.00	0.00
The Rural Development Fund (Restricted)	0.00	0.00

The financial statements were approved by the Trustees on:

Rebecca Flynn
Treasurer/Trustee

COGS PREPARES 4 LIFE CIO

England & Wales - Charity number 1154296

Accounts

**Independent Examiner's Report to the Trustees of the
COGS PREPARES 4 LIFE CIO**

I report on the accounts for the year ended 30th September 2021, which are set out on in this document.

Respective responsibilities of trustees and examiner

The Group's/District's trustees are responsible for the preparation of the accounts. They consider that an audit is not required for this year (under Section 43 (2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under Section 43 (3) (a) of the 1993 Act);
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under Section 43 (7) (b) of the 1993 Act); and
- To state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent Examiner's statement

In connection with my examination there is no matter that has come to my attention:

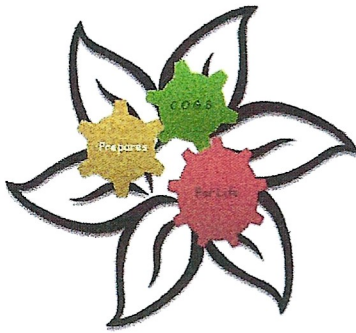
1. which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with Section 41 of the 1993 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Act have 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.

Name: JOANNE HUNT

Qualification: FMAAT

MAS Associates
Chartered Certified Accountants
Spear House
Cobbett Road
Burntwood, Staffordshire
WS7 3GL
Tel: 01543 273 830

Date: 24th March 2022



COGS Prepares 4 Life CIO
Burntwood Memorial Community Centre
Rugeley Road
Burntwood
Staffordshire
WS7 9BE
TEL: 01543 676443
After Hours: 07961 005 286
Email: cogspreparesforlife@gmail.com
Charity No: 1154296

COGS PREPARES 4 LIFE CIO

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDING 30 SEPTEMBER 2021

COGS PREPARES 4 LIFE CIO

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Statement of financial activities	7
Balance Sheet	8

COGS PREPARES 4 LIFE CIO

Section A - Reference and Administration Details

Charity Name: COGS Prepares 4 Life CIO

Charity Number: 1154296

Charity's Principal Address:

**Burntwood Memorial Community Association
Rugeley Road
Burntwood
Staffordshire
WS7 9BE**

Trustees

Laurel Cadman	Chairman/Secretary
Rebecca Flynn	Treasurer
Tracy Blakey	Trustee
William Griffiths	Trustee
Tony Wilkins	Trustee
Terrence Finn	Trustee
Ian Clark	Trustee
Vivienne Smart	Trustee
John Boyce	Trustee

COGS PREPARES 4 LIFE CIO

TRUSTEES' ANNUAL REPORT FOR THE PERIOD

From: 1st October 2020

To: 30th September 2021

The Trustees presents it's report and financial statements for the year ending 30th September 2021.

The financial statements have been prepared in accordance with the charity's constitution, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Section B - Structure, Governance and Management

The charity is a Charitable Incorporated Organisation (CIO) which is governed by it's constitution registered with the Charity Commission on 21st October, 2013

The CIO advertises for new trustees through Support Staffordshire, Do.It.org, and on its website. The role of trustee is open to everyone over the age of 16 years old who has the purpose to bring enthusiasm and expertise to the board and would be most likely to further the purposes of the CIO. At each Annual General Meeting the trustees are required to stand down from their role and can be re-appointed by membership vote if they wish to stand for another term.

New charity trustees receive a copy of the constitution and any amendments made to it along with a copy of the charity's latest trustee's annual report and statement of accounts.

The board of trustees, which shall be a minimum of three with a maximum of twelve, administers the CIO whilst the members have voting rights on decisions that arise through the board. Membership of the CIO is open to anyone who is interested in furthering it's purposes.

All policies are reviewed on a regular basis, and new ones drawn up if necessary, and from next year onwards it will be mandatory to read, review and sign each policy annually, or more if needed.

Section C - Objectives and Activities

The object of the CIO is to develop the capacity and skills of the members of the socially and economically disadvantaged community of Staffordshire, and in particular Lichfield, Burtwood and Cannock in such a way that they are better able to identify and help meet their needs and to participate more fully in society. We specifically take on adults with learning disabilities.

The main activities that take place are the activities that our service users partake in which are learning gardening skills, woodwork skills, machine maintenance skills and independent living skills, which incorporates cooking skills. Some of these activities then benefit the public by offering a local venue to purchase plants, vegetables, and handmade woodwork products at a low price.

The trustees have paid regard to the guidance issued by the Charity Commission on public benefit and what activities the charity should undertake.

All the staff at COGS Prepares 4 Life CIO are permanent volunteers that are seconded from Cherry Orchard Garden Services CIC and work tirelessly with the service users to ensure activities are varied, educational and help forward their needs. We also have two temporary volunteers who have adapted very well to the environment and have helped bolster the support we can give to the service users. All volunteers have contributed tremendously towards fund raising by promoting the products the charity sells to the general public.

Section D - Achievements and Performance

This year saw a bumper performance in plant sales due to the fact that COVID-19 lockdowns and restrictions helped with public awareness of the charity through more local people and existing customers spreading the word, as well as us ensuring a bigger presence and awareness of our market stall, keeping it well stocked with plenty of variety and advertising it more on social media websites.

Throughout the year various projects were funded around the site including creating a reflection garden for the local breast cancer care group as a peaceful area they can come to and use to honour those who have passed away. The plant nursery was granted funding for concrete pads to be built under the wooden display stands to make the whole area more sturdier. Funding was also received to replace a very old and crumbling tool shed with a 8 x 10 superior shed, which the lads fully enjoyed kitting out and re-stocking.

All the service users have continued to refresh their skills throughout the year to ensure they can continue to use these transferable skills outside of the charity.

Section E - Financial Review

The charity has always aimed to hold a reserve of 3 months expenditure in unrestricted funds which would allow it to continue current activities while consideration is given to ways in which additional funds could be raised. The required level of reserves has been maintained throughout the year. The current amount required in reserves is £1500.

The charity's principal sources of funds in this financial year are:

Plant Sales

Woodwork Sales

Public Donations

National Lottery/Awards For All - (Accessible Grow Cook Eat)

Community Foundation/We Love Lichfield (Paint and Repair)

Groundworks

National Lottery Fund /Awards For All – (Covid Outreach)

The Yapp Charitable Trust - (Rent)

The Screwfix Foundation (New Greenhouse)

National Lottery Community Fund (Emotional and Wellbeing Support)

Community Foundation Emergency Grants - (Protecting COGS from Covid)

Foundation For Staffordshire – (Tools of our Future)

We Love Lichfield – (Healthy Living - Healthy Mind)

The expenditure of funds throughout the year have all supported the key objectives of the charity in many ways. The spending of funds on seeds and plants, new tools and machinery has ensured that the service users get to learn or refresh horticulture skills that are transferable, as well as providing locally sourced plants to the surrounding community. Funds spent on buildings and structures ensure that all belongings and property are maintained correctly to increase longevity of items.


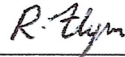
Section F – Optional Information

Although there have still been government restrictions related to the COVID – 19 Pandemic these haven't had as much impact on the CIO this year like it did last year. All service users are back to attending their normal days and all activities have been resumed except the cooking skills activities, which is being re-evaluated on how this can be restarted safely.

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Laurel Cadman	Rebecca Flynn
Position (eg Secretary, Chair, etc)	Chair	Treasurer

Date

COGS PREPARES 4 LIFE CIO

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDING 30TH SEPTEMBER 2021

Receipts/Income	Notes	Unrestricted Funds 2021	Restricted Funds 2021	Total 2021	Comparison Total 2020
Income from:					
Donations/Funding		1321.95	15,005.00	16,326.95	14,973.13
Plants/Woodwork Sales		6973.58	2000.00	8974	4242
Total receipts/Income		8295.33	17,00.00	25,300.53	19,215.17

Payments/Expenditure	Notes	Unrestricted Funds 2021	Restricted Funds 2021	Total 2021	Total 2020
Expenditure on:					
Building and Office		900.26	-	900.26	-
Tools and equipment		-	1753.72	1753.72	-
Plants and Produce		2467.49	-	2467.49	-
Woodwork		1567.04	-	1567.04	-
Outreach Service		-	5000.00	5000.00	-
Outdoor Projects/Structures		-	14,037.39	14,037.39	
Total Expenditure		4934.79	20,791.11	25,725.90	21,981.44

Net of receipts/(payments)	Notes	Unrestricted Funds 2021	Restricted Funds 2021	Total 2021	Total 2020
Net movement in funds		797.80	-1223.17	- 425	- 2766.27

Fund Balances	Notes	Unrestricted Funds 2021	Restricted Funds 2021	Total 2021	Total 2020
Cash Fund Balance at 30 th September 2020		4,786.64	8,474.20	13,260.84	16,027.11
Cash Fund balance at 30 th September 2021		5,584.44	7,251.03	12,835.47	13,260.84

Breakdown of Cash Funds	Unrestricted Funds 2021	Restricted Funds 2021
HSBC	5584.44	6924.02
FairFX Card/Account	-	327.01
Cash (Petty)	0.00	0.00

Total Cash Funds	5584.44	7,251.03
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The statement of financial activities includes all gains and losses recognised in the year.

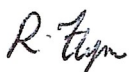
All income and expenditure derive from continuing activities.

COGS PREPARES 4 LIFE CIO

BALANCE SHEET AS AT 30TH September 2021

	Total	Prior Year
<u>Current Assets</u>		
HSBC Bank Balance	12,508.56	11,842.84
FairFX Card	327.01	288.00
Cash	0.00	1,130.00
Accounts Receivable	0.00	0.00
Prepayments	0.00	0.00
Total Current Assets	12,835.47	13,260.84
<u>Non-Current Assets</u>		
Fixed Assets	0.00	0.00
Investments	0.00	0.00
Total Non-Current Assets	0.00	0.00
<u>Current Liabilities</u>		
Accounts Payable	0.00	0.00
Deferred Income	0.00	0.00
Total Current Liabilities	0.00	0.00
<u>Non-Current Liabilities</u>		
Long Term Loan / Mortgage	0.00	0.00
Total Non-Current Liabilities	0.00	0.00
Total Net Assets (Assets Minus Liabilities)	12,835.47	13,260.84
<u>Represented By</u>		
HSBC - General Spending (Unrestricted)	1,350.66	4,786.64
HSBC - Plant Sales (Unrestricted)	4,221.10	0.00
HSBC - Woodwork Sales (Unrestricted)	12.68	0.00
Accessible Grow Cook Eat (Restricted)	206.96	2,775.26
Paint and repair (We Love Lichfield) (Restricted)	335.13	335.13
Groundworks (Restricted)	7.94	240.48
Covid Outreach (Awards For All) (Restricted)	159.00	123.33
The Yapp Charitable Trust (Restricted)	1,542.00	0.00
The Screwfix Foundation (Restricted)	5,000.00	0.00
Emotional and Wellbeing Support (NLCF) (Restricted)	0.00	5,000.00
Protecting COGS from Covid (Restricted)	0.00	0.00
Tools Of Our Future (Community Foundation for Staf (Restricted)	0.00	0.00
Healthy Living - Healthy Mind - We Love lichfield (Restricted)	0.00	0.00
Saving Water For The Future - Severn Trent (Restricted)	0.00	0.00
Leathersellers Foundation (Restricted)	0.00	0.00
The Edward Gostling Foundation (Restricted)	0.00	0.00

The financial statements were approved by the Trustees on: 5/11/21


Rebecca Flynn
Treasurer/Trustee

COGS PREPARES 4 LIFE CIO

England & Wales - Charity number 1154296

Accounts



COGS Prepares 4 Life CIO
Burntwood Memorial Community Centre
Rugeley Road
Burntwood
Staffordshire
WS7 9BE
TEL: 01543 676443
After Hours: 07961 005 286
Email: cogspreparesforlife@gmail.com
Charity No: 1154296

COGS PREPARES 4 LIFE CIO

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDING 30 SEPTEMBER 2020

COGS PREPARES 4 LIFE CIO

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

Laurel Cadman	Chairman/Secretary
Rebecca Flynn	Treasurer
Tracy Blakey	Trustee
William Griffiths	Trustee
Tony Wilkins	Trustee
Terrence Finn	Trustee
Vivienne Smart	Trustee
John Boyce	Trustee
Ian Clark	Trustee

Charity Number: 1154296

Charity's Principal Address:

**Burntwood Memorial Community Association
Rugeley Road
Burntwood
Staffordshire
WS7 9BE**

COGS PREPARES 4 LIFE CIO

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COGS PREPARES 4 LIFE CIO

TRUSTEES' ANNUAL REPORT FOR THE PERIOD

From: 1st October 2019

To: 30th September 2020

The Trustees presents it's report and financial statements for the year ending 30th September 2020.

The financial statements have been prepared in accordance with the charity's constitution, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Objectives and Activities

The object of the CIO is to develop the capacity and skills of the members of the socially and economically disadvantaged community of Staffordshire, and in particular Lichfield, Burtwood and Cannock in such a way that they are better able to identify and help meet their needs and to participate more fully in society. We specifically take on adults with learning disabilities.

The main activities that take place are the activities that our service users partake in which are learning gardening skills, woodwork skills, machine maintenance skills and independent living skills, which incorporates cooking skills. Some of these activities then benefit the public by offering a local venue to purchase plants, vegetables, and handmade woodwork products at a low price. A lot of projects and activities have been hindered this year due to the COVID-19 pandemic and a portion of funding received that is identified in the accounts are focused on COVID-19 related projects.

The trustees have paid regard to the guidance issued by the Charity Commission on public benefit and what activities the charity should undertake.

All the staff at COGS Prepares 4 Life CIO are permanent volunteers and work tirelessly with the service users to ensure activities are varied, educational and help forward their needs. We have also taken on two temporary volunteers this year who have adapted very well to the environment and have helped bolster the support we can give to the service users. All volunteers have also contributed tremendously towards fund raising by promoting the products the charity sells to the general public, despite many difficulties caused by the COVID-19 pandemic and subsequent lockdowns and restrictions.

Achievements and Performance

At the start of the year the service users successfully dismantled an old and worn vegetable bed and replaced it with two more durable vegetable beds intended for use in the Accessible Grow Cook Eat Project to grow a wider variety of seasonal vegetables for the service users to use throughout the year in their cooking activities. The kitchen floor was also replaced to benefit the cooking area, making it a better place for the service users to work.

However, this year saw very difficult conditions for the charity as it had to suspend many activities due to the COVID-19 pandemic which resulted in lockdowns and partial closure to the service users between March 2020 and July 2020. During this time, the volunteers successfully kept all the plants and produce alive during a sweltering summer, offering local residents a local outlet for buying plants when all retail garden centres were closed. This benefitted the local residents who were isolated during this time period, enabling them to carry on gardening at home to improve their mental health and stay physically active.

COGS PREPARES 4 LIFE CIO

TRUSTEES' ANNUAL REPORT FOR THE PERIOD (CONTINUED)

From: 1st October 2019

To: 30th September 2020

Throughout the closure volunteers worked hard to secure funding for PPE and making the site COVID-19 safe ready for when our service users returned. One achievement was receiving funding that allowed the charity to offer an outreach service to our beneficiaries which involved a 24/7 helpline, medication runs and shopping trips for those families who were not mobile.

When the service users returned, they achieved expanding the current fruit cage to double its size to allow for a wider variety of fruit to be grown which will expand their knowledge of growing produce, incorporating the produce into the Accessible Grow Cook Eat project as well as giving the public a wider variety to purchase which helps with fundraising. The Paint and Repair funding enabled the whole of the cabin to be painted in specialised covering which will protect the structure from all weather in the future.

Financial Review

The charity has had a difficult year but due to specific funding and continued fundraising when and where possible we have maintained an average financial position at the end of the period.

The charity has always aimed to hold a reserve of 3 months expenditure in unrestricted funds which would allow it to continue current activities while consideration is given to ways in which additional funds could be raised. The required level of reserves has been maintained throughout the year.

The charity's principal sources of funds are:

National Lottery/Awards For All - (Accessible Grow Cook Eat)

Community Foundation/We Love Lichfield (Paint and Repair)

National Lottery Community Fund (Emotional and Wellbeing Support)

Community Foundation Emergency Grants - (Protecting COGS from Covid)

Groundworks

National Lottery Fund - (Covid Outreach)

Structure, Governance and Management

The charity is a Charitable Incorporated Organisation (CIO) which is governed by its constitution registered with the Charity Commission on 21st October, 2013

The CIO advertises for new trustees through Support Staffordshire, Do.It.org, on the website. The role of trustee is open to everyone over the age of 16 years old who has the purpose to bring enthusiasm and expertise to the board and would be most likely to further the purposes of the CIO. At each Annual General Meeting the trustees are required to stand down from their role and can be re-appointed by membership vote if they wish to stand for another term.

New charity trustees receive a copy of the constitution and any amendments made to it along with a copy of the charity's latest trustee's annual report and statement of accounts.

The board of trustees, which shall be a minimum of three with a maximum of twelve, administers the CIO whilst the members have voting rights on decisions that arise through the board. Membership of the CIO is open to anyone who is interested in furthering its purposes.

COGS PREPARES 4 LIFE CIO

TRUSTEES' ANNUAL REPORT FOR THE PERIOD (CONTINUED)

From: 1st October 2019

To: 30th September 2020



Names of the charity trustees who manage the charity

Laurel Cadman	Chairman/Secretary
Rebecca Flynn	Treasurer
Tracy Blakey	Trustee
William Griffiths	Trustee
Tony Wilkins	Trustee
Terrence Finn	Trustee
Vivienne Smart	Trustee
John Boyce	Trustee
Ian Clark	Trustee

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Laurel Cadman	REBECCA SARAH FLYNN
Position (eg Secretary, Chair, etc)	Secretary	TREASURER
Date	18/2/2021	

COGS PREPARES 4 LIFE CIO

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDING 30TH SEPTEMBER 2020

Receipts/Income	Notes	Unrestricted Funds 2020	Restricted Funds 2020	Total 2020	Unrestricted Funds 2019	Restricted Funds 2019	Total 2019
Income from:							
Donations	1	3270	-	3270	1,500	-	1,500
Garden Maintenance		160	-	160	-	-	-
Grants	2	-	11,703	11,703	-	10,895	10,895
Plants/Produce Sales		3,847	-	3,847	1,500	-	1000
Woodwork Sales		234	-	234	265	-	765
Total receipts/Income		7,511	11,703	19,214	3265	10,895	14,160

Payments/Expenditure	Notes	Unrestricted Funds 2020	Restricted Funds 2020	Total 2020	Unrestricted Funds 2019	Restricted Funds 2019	Total 2019
Expenditure on:							
Building and Office		5,302	2,620	7,922	-	-	-
COVID and other	3	-	1,634	1,634	-	-	-
Plants and Produce		1,014	2,198	3,212	-	-	-
Specialised Staffing	4	-	7,449	7,449	-	-	-
Woodwork		564	1,200	1,764	-	-	-
2018 – 2019 Expenditure		-	-	-	2,649	8,365	11,014
Total Expenditure		6,880	15,101	21,981	2,649	8,365	11,014

Net of receipts/(payments)	Notes	Unrestricted Funds 2020	Restricted Funds 2020	Total 2020	Unrestricted Funds 2019	Restricted Funds 2019	Total 2019
Net movement in funds		631	- 3,398	- 2,767	3,078	68	3,146

Fund Balances	Notes	Unrestricted Funds 2020	Restricted Funds 2020	Total 2020	Unrestricted Funds 2019	Restricted Funds 2019	Total 2019
Cash Fund Balance at 1 st October 2019		-	-	-	4,155	11,872	16,027
Cash Fund balance at 30 th September 2020		4,786	8,474	13,260	-	-	-

Breakdown of Cash Funds	Unrestricted Funds 2020	Restricted Funds 2020
HSBC	3,368	8,474
FairFX Card/Account	288	-
Cash (Petty)	1,130	-

Total Cash Funds	4,786	8,474
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The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

COGS PREPARES 4 LIFE CIO

BALANCE SHEET AS AT 30TH September 2020

Current Assets	
Cash	13,259.84
Accounts Receivable	0.00
Prepayments	0.00
Total	13,259.84
Non-Current Assets	
Fixed Assets	0.00
Long Term Investments	0.00
Total	0.00
Current Liabilities	
Accounts Payable	0.00
Deferred Income	0.00
Total	0.00
Non-Current Liabilities	
Long Term Loan / Mortgage	0.00
Total	0.00
Total Net Assets (Assets Minus Liabilities)	13,259.84

Represented By

General Spending (Unrestricted)(HSBC/FairFX/Cash)	4,785.64
Accessible Grow Cook Eat (Restricted)	2,775.26
Paint and repair (We Love Lichfield) (Restricted)	335.13
Emotional and Wellbeing Support (NLCF) (Restricted)	5,000.00
Protecting COGS from Covid (Restricted)	0.00
Groundworks (Restricted)	240.48
Covid Outreach (Awards For All) (Restricted)	123.33

The financial statements were approved by the Trustees on: 18/2/2021



Rebecca Flynn
Treasurer/Trustee

COGS PREPARES 4 LIFE CIO

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30TH SEPTEMBER 2020

Note 1 – Donations breakdown

	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	Jun 2020	Jul 2020	Aug 2020	Sep 2020	Total
Under £100	0	1	0	0	0	0	0	0	0	0	1	0	2
£100 - £300	0	0	1	0	0	0	0	0	0	0	0	0	1
£300 - £500	0	0	0	0	0	0	0	0	0	0	0	0	0
Over £500	0	0	0	1	0	0	0	0	0	0	1	0	2
Total	0	1	1	1	0	0	0	0	0	0	2	0	5
Total Amount	0.00	20.00	200.00	2,000.00	0.00	0.00	0.00	0.00	0.00	0.00	1,050.00	0.00	3,270.00

Date	Description	Amount
27/11/2019	GASDS Donation	20.00
04/12/2019	Donation from HSBC	200.00
20/01/2019	Private Donation	2,000.00
25/08/2020	Private Donation	1,000.00
31/08/2020	GASDS Donation	20.00
31/08/2020	GASDS Donation	30.00
	Total Donations	3,270.00

Note 2 – Restricted Grants

Fund Name	Opening Balance at 1 Oct 2019	Income	Expenditure	Fund Transfers	Closing Balance at 30 Sep 2020
Accessible Grow Cook Eat	10,545.00	0	7,769.74	0	2,775.26
Paint and repair (We Love Lichfield)	0	1,000.00	664.87	0	335.13
Emotional and Wellbeing Support (NLCF)	0	5,000.00	0	0	5,000.00
Protecting COGS from Covid	0	703.13	706.46	3.33	0
Groundworks	1,327.00	0	1,086.52	0	240.48
Covid Outreach (Awards For All)	0	5,000.00	4,876.67	0	123.33

Note 3 – COVID and other

Where 'Covid' is stated in the statements, this refers to items relevant to the pandemic situation including, but not limited to PPE, Sanitisation Goods and other items relevant to protecting the site, users and staff of COGS Prepares 4 Life CIO.

Note 4 – Specialised Staff

There were no employees during the year. The specialised staff are seconded from Cherry Orchard Garden Services CIC for certain projects requiring specialised support.