

# **London Parks and Green Spaces Forum**

## **REPORT OF THE TRUSTEES' AND UNAUDITED FINANCIAL STATEMENTS FOR 2023-24**

**Registered Company No: 8561415 (England & Wales)**  
**Registered Charity No: 1156063**

**REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31ST MARCH 2024**

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# **LONDON PARKS AND GREEN SPACES FORUM**

## **REFERENCE AND ADMINISTRATIVE DETAILS**

### **FOR THE YEAR ENDED 31ST MARCH 2024**

#### **Trading Name**

Parks for London

#### **Registered Company number**

8561415

#### **Registered Charity number**

1156063

#### **Registered office**

Capel Manor College

Bullsmoor Lane

Enfield

EN1 4RQ

#### **Correspondence address**

Parks for London

PO Box 77664

London

SE6 9RQ

#### **Chief Executive**

Tony Leach

#### **President**

Mike Fitt OBE

#### **Directors and Trustees**

Nigel Thorne (Chair)

Chloe Kane (Vice Chair)

Bernie Watson (Honorary Treasurer)

Kate Brown

Natalie Daniels

Ulrika Hogberg

Oliver Jones

Dr Ian Mell

Dolly Oladini

## **LONDON PARKS AND GREEN SPACES FORUM**

### **REFERENCE AND ADMINISTRATIVE DETAILS - continued**

#### **FOR THE YEAR ENDED 31ST MARCH 2024**

##### **Independent Examiner**

Olayinka Tomori  
Longmeade Consult Limited  
The Old Rectory  
Springhead Road  
Northfleet, Kent  
DA11 8HN

##### **Bankers**

##### **CAF Bank Limited**

25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent ME19 4JQ

##### **Shawbrook Bank Limited**

Lutea House, Warley Hill Business Park  
The Drive  
Great Warley  
Essex  
CM13 3BE

##### **Website**

<http://parksforlondon.org.uk/>

##### **Microsite**

[Parks for London microsite | Linktree](#)

##### **Twitter**

[@parksforlondon](#)

##### **Instagram**

[ParksforLondon](#)

##### **LinkedIn**

[Parks for London](#)

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH 2024

The trustees, who are also directors of the Charity, present their report with the financial statements of the Charity for the year ended 31st March 2024. The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS 102) (Second edition effective 1 January 2019).

### STRUCTURE, GOVERNANCE AND MANAGEMENT

#### **Governing document**

London Parks and Green Spaces Forum ("the Charity") is a company limited by guarantee and a registered charity governed by its Memorandum and Articles of Association. The Charity trades as Parks for London.

The Charity has adopted the Charity Code of Governance for smaller charities. Each of the seven principles are addressed by the Board in rotation. During the year ended 31<sup>st</sup> March 2024, trustees discussed the following principles: Decision making, risk and control; Leadership; Board effectiveness; and Integrity.

#### **Recruitment and appointment of new trustees**

The Board of trustees is made up of a minimum of five and a maximum of fifteen trustees. As of 31st March 2024, there were nine trustees.

#### **Induction, training, and on-going support of trustees**

New trustees undergo an induction programme to brief them on their obligations under charity and company law and the Charity's governing documents being the Memorandum and Articles of Association. Trustees are made aware of the Charity's decision-making processes and its financial performance; and provided with resources including the NCVO trustee guide, Parks for London Trustee induction pack and copies of the current annual report and business plan. The Company Secretary and Chair act as a source of information and guidance.

Trustees are offered training and personal development opportunities during their tenure. A trustee skills audit was conducted in 2021 and updated in 2022 for new trustees, which help assess training needs and inform future appointments.

### **Organisational structure**

The Board of Trustees governs the Charity. The Board meets every three months in March, June (combined with a strategic review session), September and December.

The Board takes strategic responsibility for the Charity whilst day-to-day running of the Charity is the responsibility of the Chief Executive.

### **Related parties**

The trustees confirm that there were no transactions with related parties during the year.

### **Risk management**

The trustees have a duty to identify and review the risks to which the Charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud or error.

The trustees review new and significant risks that the Charity might face at each quarterly Board meeting, additionally the assessment and management of risk is integrated into the annual strategic and business planning process. The Board comprehensively reviewed the risk register in June 2024 following the Charity Governance Code Principle 4 - [Decision making, risk, and control](#) guidance.

The Charity's main income is derived from annual voluntary partnership contributions from its supporters; we therefore endeavour to deliver a high quality, flexible, and valuable service, and our performance is measured annually. This is especially important against a backdrop of budgetary pressures faced by local authorities and a competitive charity market.

To improve financial planning, reporting, and forecasting the Charity has introduced QuickBooks and the CRM system adopted in 2022 is invaluable to keep up to date with supporters and stakeholders.

## **OBJECTIVES, AND ACTIVITIES AND ACHIEVEMENTS**

### **Public benefit**

The trustees confirm that they have complied with the duty in Section 17 of the Charities Act 2011 to have due regard to the Charity Commissions' general guidance on public benefit and that the activities carried out by the Charity during the period were all undertaken to further the Charity's objects. A detailed explanation is given under Activities and Achievements below.

### **Objectives**

The Charity was set up with the following objects:

*To provide or assist in the provision of facilities for recreation and other leisure time occupation in the interests of social welfare with the object of improving the conditions of life of the public by the improvement of parks and green open spaces in Greater London. In furtherance of this, the charity will provide an umbrella group for other interested organisations.*

#### **Activities and Achievements**

During 2023/24 we continued to support the owners and managers of London's publicly accessible green and open spaces, bringing them together to inspire, engage, inform, and celebrate their work. We delivered four key events, in addition to our regular strategic and operational network meetings, to share good practice, and help our supporters meet the challenges presented by climate change, budgetary pressures, capacity, procurement, and recruitment issues.

#### **Good practice**

In April 2023, we were funded by the Greater London Authority (GLA) to arrange and lead an updating session on Biodiversity Net Gain and Local Nature Recovery Strategies and Plans, which was kindly hosted by the Lee Valley Regional Park Authority. The event was well attended, and formal feedback shows it was highly regarded by attendees. A post event toolkit was produced to aid and share learning.

In July 2023 we convened two events kindly hosted by the London Legacy Development Corporation, by the Queen Elizabeth Olympic Park. The first explored managing grass and grasslands in an urban setting, through a series of presentations, which are now available as a learning resource on our website. This was followed by the launch of the Good Parks for London 2023 report, bringing together 10 exemplar case studies around the theme of place-keeping. The report launch was sponsored by GL Hearn, part of WSP.

In December 2023 we ran a joint event at Lambeth Town Hall, with Keep Britain Tidy, to launch the new edition of our Green Space Quality Manual, followed by the annual Green Flag judges debrief. The Manual is designed to help owners and managers of green spaces of any size, define, develop, and refine their maintenance quality objectives, as well as monitor improvements, effectiveness, and performance over time. It is freely available to supporters and is attracting significant interest both in and beyond London.

#### **Partnership working**

We continued to work closely with sector partners including the London Friends of Green Spaces Network, London Green Space Skills Hub, CPRE London, London Tree Officers Association, the Horticulture and Landscape Apprenticeship Trailblazer group, the Amenity Forum, the GLA, London Sport, National Park City, the Midlands Park Forum, The London Parks Benchmarking Group, and the More Natural Capital Coalition.

#### **Networks**

The Heads of Park Services network met four times in the year, and provided a valuable forum for round table discussions, information sharing, and troubleshooting. Topics covered included Nature Recovery Strategies, Level 5 horticulture apprenticeships, and asset management. Presentations were given from ActiveXchange on movement data, Swing Fitness, London Sport, and Pollinating London Together. These meetings continue to be well attended and most London boroughs are represented.

The newly formed Independent Green Space Managers Network met three times and covered a range of topics including pollinator friendly planting, green social prescribing, using data to enable better green space decision making, and activating spaces for sport and leisure.

## **Activities and Achievements**

Our Women's Safety Action Group, which has over 30 members, met twice online, with presentations from Make Space for Girls and GoJauntly. The Group developed a draft Environmental Visual Evaluation template which is being tested before its review and launch later in 2024.

## **Advice**

Parks for London provided advice to the following organisations and projects during the period: Camden and Islington's Highways Greening Programme Board; EFRA's Inquiry on urban green spaces; EFRA's commissioned research on pest, weed and disease management across the UK Amenity Sector; Bloomberg's work to support the City of Bratislava, to improve the management of their parks and green spaces; the Elms for London Committee; the All England Lawn Tennis Club, and the Future Gardeners programme. In addition, we also delivered a lecture to Kew Diploma final year students.

Parks for London were represented at various meetings and events throughout the year, highlights included: The Royal Parks Guild's apprentice's discovery day, at Hampton Court Palace; the London Sport Awards; the Royal Parks Winter Reception, the London Tree and Woodland Awards, London Parks and Gardens Trust Reception, Jubilee Gardens Summer Party, and the Canal & River Trust 10 Year Celebration.

## **Communications**

The quality, range, and methods of communications continued to evolve and improve in line with our communications strategy and plan. This year we set up the Parks for London microsite to highlight latest content and resources and make them more immediately accessible.

Our website is a key resource for supporters and work to improve and refine it is ongoing. This year saw significant interest in the jobs board and funding page, with over 5,000 combined visits.

Followers on our key social media platform LinkedIn, grew by nearly 40% to over 1,000; followers on X and Instagram also grew to 3,406 and 992 respectively.

Our regular communications outputs include bimonthly e-newsletters, funding updates, and thought leadership pieces, as well as posts across all social media platforms.

## **Research**

Our Researcher in Residence contributed to LinkedIn blogs to stimulate conversations between individuals working in research, policy, and practice, enabling the charity to provide thought leadership and direction to supporters.

## **Development**

With an increased development function, we have actively engaged and supported new audiences, such as non-local authority landowners and managers, through the Independent Green Space Managers Network. This has supported the sustainability and resilience of the charity, by bringing on board new supporters, including Jubilee Gardens, Chiswick House, Gunnersbury Park, and Dukes Meadow Trust.

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH 2024 – continued

We have continued our work on training and skills, supporting both the Mayor of London's Green Space Skills Hub, in which we are a partner, and via other sector partnerships such as the Horticulture and Landscape Apprenticeship Trailblazer Group, and Chartered Institute of Horticulture's education and training committee. We also co-delivered a report with the London Tree Officers Association looking at the skills, capacity, and recruitment challenges faced by those working with trees and woodland in Greater London. This piece of work was funded by the GLA and National Lottery Heritage Fund 'Trees Call to Action' fund.

We focused on delivering the current three-year business plan adopted in 2023, by better articulating the range and breadth of the products and services we offer under key thematic areas, with key activities and initiatives articulated as the golden threads that link these together.

The business plan, and accompanying sustainability/income diversification action plan, are helping develop Parks for London's resilience. Currently 94% of our income is derived from voluntary partnership contributions from supporters, including the GLA, to whom we are immensely thankful. We are also grateful to, the London Borough of Camden for providing meeting rooms for our face-to-face monthly team meetings; GL Hearn, for sponsoring the Good Parks for London report, and the organisations that have provided us with pro bono spaces or catering for events and meetings.

#### **Evaluation**

Parks for London recognises the importance of monitoring and evaluating its' work on an ongoing basis and has been working closely with independent evaluators JB Research and DC Research over this period, following up on their 2022/23 report into Parks for London's impact and effectiveness.

The 2023 report, one of three, was designed to set a baseline from which future evaluation and impact monitoring can be based off. Headline results included:

- 94% of respondents found Parks for London's support quite or very useful
- 96% of respondents found that Parks for London's content is quite or very relevant
- 88% of respondents gave Parks for London a quality rating of 7 out of 10 or more

Encouragingly 62 per cent of respondents reflected on an increase in quality in Parks for London's support and activities since they first engaged with the Charity, further reinforcing the value of the increased and sustained investment in the organisation through the capacity building grant.

The findings of the follow-up survey, undertaken for 2023, are due to be published in June 2024.

#### **The future**

As Parks for London enters its second decade, we will continue to adapt, refine, and develop the range and breadth of our offer in response to supporter feedback and the annual impact report.

The need for greater protection and enhancement of green infrastructure for people and wildlife will remain high on many political agendas because of the challenges of climate change to urban areas like London.

The re-election of Sadiq Khan as Mayor of London for a third term of office is likely to sustain the momentum of support for the provision and protection of green space for local authorities through the London Plan and Environment Plan. The next year could see a change in national government which will lead to changes in some aspects of environmental policy, local government funding and appointment of new Ministers responsible for environment, skills, and other services.

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH 2024 – continued

The implementation of Biodiversity Net Gain and Nature Recovery Strategies and Plans will lead to some changes in the way that green spaces and infrastructure are provided, funded, designed, managed, and maintained. These changes will call for greater cross-sectoral collaboration and leadership.

Many landowners and managers will need support for the preparation and implementation of these changes. We will continue to influence, convene, and speak out on behalf of the sector to help our supporters understand, adapt, and initiate strategies and plans to achieve these goals.

We are also exploring how we can better collaborate with cities across the UK and Europe, around research and development, whilst the governance of London's green spaces is unique compared to other cities the issues facing green space provision, design, management, and maintenance are common to most cities both nationally and internationally.

## HIGHLIGHTS OF 2023-24

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### Green Space Quality Manual New Edition

We launched the 2024 edition of our Green Space Quality Manual with new sections and covering more landscape elements. Supporting land managers to improve quality.



### Bringing the Green Space Sector Together

We set up a new Network bringing independent green space owners and managers together, to share expertise, inspire, learn from, and find solutions to shared challenges.



### Green Space Events

We run several events during the year including managing grass and grasslands; and exploring the impact of policy drivers: biodiversity net gain and local nature recovery strategies.



### London Tree and Woodland Skills Survey Report

In collaboration with the London Tree Officers Association, we published findings from the skills survey, highlighting challenges faced by professionals in the sector, in the areas of skills, recruitment and retention.



### Good Parks for London report

We launched the 2023 report focusing on place-keeping bringing together 10 exemplar case studies.



### Women and girls' safety in parks

We produced an environmental visual audit for green space managers to trial with community groups to explore ways of making parks and green spaces safer for women and girls.



### Lobbying for more investment in parks

We wrote to Council Chief Executives and cabinet members highlighting the case for greater investment in London's parks and green spaces.

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## FINANCIAL REVIEW

### Results for the year

As described above, the trustees undertook activities during the year in accordance with its charitable objectives, which generated a general funds net expenditure of £43,656 (2023: net income of £12,714) and restricted fund net expenditure of £5,177 (2023: net expenditure of £60,545). These resulted in general funds of £57,236 and restricted funds of £10,000 carried forward into the next financial year.

### Principal funding sources

The principal sources of unrestricted funding during the year were Partnership Contributions, and 27 London or Royal Boroughs supported the Charity, in addition to major and independent landowners and managers, housing associations, ground maintenance contractors, a training provider, and other green space sector bodies. Furthermore, the Trustees are pleased to report that four new independent landowners, and one grounds maintenance contractor joined the Parks for London community. The Trustees are very grateful to all the organisations who support us, a full list of which can be found on our website [here](#). Total Partnership Contributions in the year were £178,125 (2023: £139,100).

### Reserves policy

The trustees of the Charity review the reserves policy of the Charity each year in June. The Board has agreed to hold unrestricted general funds covering between three- and six-months' planned core expenditure and statutory redundancy costs, which equates to: £80,100 to £135,000, as of June 2024. The fund amounts to £57,236 (2023: £100,892).

### Funds in deficit

There are no funds in deficit.

### Investment policy and objectives

The trustees have the authority to invest the charity's assets as they deem fit. Deposits not immediately required in current accounts of £40,000 are held with Shawbrook Bank Limited. The account generated income of £479 (2023: £362).

### Funds held as custodian for others

The Charity held funds within this year for the London Parks Benchmarking Group, these being annual membership fees collected on their behalf, for the year ended 31st March 2024, fees totalling £5,050 were received. At the LPBG AGM held on 26<sup>th</sup> April 2024, their committee agreed that these funds would be donated to the Charity in full for its own charitable purposes.

**STATEMENT OF TRUSTEES' RESPONSIBILITIES**

The trustees (who are also directors of London Parks and Green Spaces Forum for the purposes of company law) are responsible for preparing the Report of the Trustees' and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees on 25<sup>th</sup> June 2024 and signed on their behalf by:

A handwritten signature in black ink, appearing to be 'Nigel Thorne', followed by a long horizontal line extending to the right.

**Nigel Thorne (Chair & Trustee)**

YEAR ENDED 31 MARCH 2024

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF LONDON PARKS AND GREEN SPACES FORUM**

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 March 2024.

**Responsibilities and basis of report**

As the Charity's trustees of the charitable company (and its Directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the charitable company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the 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 matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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



.....  
**Olayinka Tomori ACA DChA**

**Longmeade Consult Ltd  
The Old Rectory  
Springhead Road  
Northfleet  
Kent, DA11 8HN**

26 JUNE ..... 2024

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST MARCH 2024

<b>INCOME AND ENDOWMENTS FROM:</b>	<b>Unrestricted Funds</b>	<b>Restricted Funds (see note 9)</b>	<b>2023-24 Total Funds</b>	<b>2022-23 Total Funds</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Investment Income (see note 2)	479	-	479	362
Partnership Contributions (see note 3)	178,125		178,125	139,100
Other charitable income	8,437		8,437	3,784
GLA Centre for Excellence Grant	-	-	-	75,000
Trees Call to Action Grant	2,487	3,763	6,250	3,750
Gifts in kind	-		-	6,470
<b>TOTAL INCOME AND ENDOWMENTS</b>	<b>189,528</b>	<b>3,763</b>	<b>193,291</b>	<b>228,466</b>

<b>Charitable activities (see note 4)</b>	<b>233,184</b>	<b>8,940</b>	<b>242,124</b>	<b>276,297</b>
<b>TOTAL EXPENDITURE</b>	<b>233,184</b>	<b>8,940</b>	<b>242,124</b>	<b>276,297</b>

<b>Net Income/(Expenditure) before transfers</b>	<b>(43,656)</b>	<b>(5,177)</b>	<b>(48,833)</b>	<b>(47,831)</b>
<b>RECONCILIATION OF FUNDS</b>				
<b>Total funds brought forward:</b>	<b>100,892</b>	<b>15,177</b>	<b>116,069</b>	<b>163,900</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<b>57,236</b>	<b>10,000</b>	<b>67,236</b>	<b>116,069</b>

All activities are continuing.

The accompanying notes form part of these financial statements.

There are no recognised gains or losses other than those shown above in the Statement of Financial Activities.

	Unrestricted Funds £	Restricted Funds (note 9) £	31.03.24 Total Funds £	31.03.23 Total Funds £
<b>CURRENT ASSETS</b>				
Debtors (see note 7)	26,468	-	26,468	31,005
Cash at bank	80,659	10,000	90,659	138,776
<b>Sub Total (current assets)</b>			<b>117,127</b>	<b>169,781</b>
<b>CREDITORS</b>				
Amounts falling due within one year (see note 8)	49,891	-	49,891	53,712
<b>NET CURRENT ASSETS</b>	<b>57,236</b>	<b>10,000</b>	<b>67,236</b>	<b>116,069</b>
<b>NET ASSETS</b>	<b>57,236</b>	<b>10,000</b>	<b>67,236</b>	<b>116,069</b>
<b>FUNDS</b>				
<b>UNRESTRICTED FUNDS:</b>				
GENERAL	57,236			100,892
<b>RESTRICTED FUNDS:</b>				
GRANTS		10,000		15,177
<b>TOTAL FUNDS</b>	<b>57,236</b>	<b>10,000</b>	<b>67,236</b>	<b>116,069</b>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2024

The trustees have not required the charitable company to obtain an audit of its financial statements for the year ended 31st March 2024 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for:

- a) Ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006; and
- b) Preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements so far as applicable to the charitable company.

The financial statements were approved by the Board of Trustees on the 25<sup>th</sup> June 2024 and were signed on its behalf by:

A handwritten signature in black ink, appearing to be 'Nigel Thorne', written over a horizontal dotted line.

**Nigel Thorne**  
**Chair & Trustee**

A handwritten signature in black ink, appearing to be 'Bernie Watson', written over a horizontal dotted line.

**Bernie Watson**  
**Hon. Treasurer & Trustee**

The accompanying notes form part of these financial statements.

1. ACCOUNTING POLICIES

**Accounting convention**

The financial statements have been prepared in accordance with Statement of Recommended Practice: Accounting and Reporting by Charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable to the UK and Republic of Ireland (FRS 102) (Second edition effective 1 January 2019) and the Companies Act 2006.

Assets and liabilities are initially recognised at historical costs or transaction value unless otherwise stated in the relevant accounting policy notes.

The charity meets the definition of a public benefit entity under FRS 102.

**Preparation of accounts on a going concern basis**

The trustees consider there are no material uncertainties about the Charity's ability to continue as a going concern.

The trustees have considered the charity's ability to continue as a going concern. Due consideration has been given to assessing future income and expenditure including cash flow. The trustees believe that the level of reserves and prudence will ensure the charity will be able to continue in operational existence for the foreseeable future.

**Income**

All income is included on the Statement of Financial Activities when the charity is legally entitled to the income, receipt is probable, and the amount can be quantified with reasonable accuracy. Gifts in kind are included in income at their estimated monetary value; staff time gifted by third party organisations is not included in the accounts. Where gifts in kind are received by way of vouchers, the face value of such vouchers is included in incoming resources.

**Expenditure**

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with the use of resources.

Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Irrecoverable VAT is included with the category of expense to which it relates.

**Tangible fixed assets**

The company owns no fixed assets, other than laptop computers which are expensed on acquisition or replacement.

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2024

## 1. ACCOUNTING POLICIES (CONTINUED)

**Taxation**

The charity is exempt from corporation tax on its charitable activities.

**Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees. Designated funds are unrestricted funds set aside by the Trustees for a specific purpose.

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

**Creditors and provisions**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

**Pensions**

The charity contributes to pensions for its employees. Employees may elect to take their pension contribution as salary. The pension costs charged in the financial statements represent the contribution payable by the charity and the employee during the year.

**Statement of cash flows**

As a small charity, the charity is exempt from the requirement to produce a Statement of Cash Flows.

	2023/24	2022/23
2. INVESTMENT INCOME		
Bank account interest	<u>479</u>	<u>362</u>
3. PARTNERSHIP CONTRIBUTIONS		
Amounts receivable from supporters	<u>178,125</u>	<u>139,100</u>

4. EXPENDITURE	2023/24 General Fund (Unrestricted) £	2023/24 Grants (Restricted) £	2023/24 (Totals) £	2022/23 (Totals) £
<b><u>Charitable Activities:</u></b>				
Staff costs (see note 5)	203,200	5,177	<b>208,377</b>	230,153
Consultancy & other fees		3,763	<b>3,763</b>	9,996
<b>Support Costs:</b>				
Payroll administration	792	-	<b>792</b>	846
HR – outsourced service	4,242	-	<b>4,242</b>	4,320
Travel	2,666	-	<b>2,666</b>	2,188
Telecoms	1,566	-	<b>1,566</b>	2,068
Website costs	162	-	<b>162</b>	3,373
Office supplies & furniture	682	-	<b>682</b>	893
Home workers allowance	1,322	-	<b>1,322</b>	1,576
Meeting costs	1,013	-	<b>1,013</b>	4,591
Events	6,463	-	<b>6,463</b>	2,730
Staff accommodation costs	878	-	<b>878</b>	373
Computer costs (hardware & software)	437	-	<b>437</b>	(6)
IT – outsourced service	744	-	<b>744</b>	1,764
Staff training	2,043	-	<b>2,043</b>	585
Insurance	897	-	<b>897</b>	832
Marketing & Comms	625	-	<b>625</b>	49
Subscriptions/memberships	3,355	-	<b>3,355</b>	2,450
Recruitment costs	-	-	-	-
Sundry costs	764	-	<b>764</b>	6,308
	<b>231,851</b>	<b>8,940</b>	<b>240,791</b>	275,089
<b>Governance Costs:</b>		-		
Independent examination fee	1,260	-	<b>1,260</b>	1,140
Trustee resources, training, and memberships	60	-	<b>60</b>	55
Annual Return to Companies House	13	-	<b>13</b>	13
	<b>1,333</b>	-	<b>1,333</b>	1,208
<b>TOTAL EXPENDITURE</b>	<b>233,184</b>	<b>8,940</b>	<b>242,124</b>	276,297

4.	EXPENDITURE (continued)	2022/23 General Fund (Unrestricted) £	2022/23 Grants (Restricted) £	2022/23 (Totals) £
	<b>2023 COMPARATIVE</b>			
	<b><u>Charitable Activities:</u></b>			
	Staff costs (see note 5)	114,084	116,069	230,153
	Consultancy & other fees		9,996	9,996
	<b>Support Costs:</b>			
	Payroll administration	846	-	846
	HR – outsourced service	4,320	-	4,320
	Travel	2,188	-	2,188
	Telecoms	2,068	-	2,068
	Website costs	3,373	-	3,373
	Office supplies & furniture	893	-	893
	Home workers allowance	1,576	-	1,576
	Meeting costs	851	3,740	4,591
	Events	-	2,730	2,730
	Staff accommodation costs	373	-	373
	Computer costs (hardware & software)	(6)		(6)
	IT – outsourced service	1,764	-	1,764
	Staff training	585	-	585
	Insurance	832	-	832
	Marketing & Comms	49	-	49
	Subscriptions/memberships	2,450		2,450
	Sundry costs	441	5,867	6,308
	<b>Sub totals</b>	<b>136,687</b>	<b>138,402</b>	<b>275,089</b>
	<b>Governance Costs:</b>			
	Independent examination fee	1,140	-	1,140
	Trustee resources, training, and memberships	55	-	55
	Annual Return to Companies Hse	13	-	13
	<b>Sub Totals</b>	<b>1,208</b>	<b>-</b>	<b>1,208</b>
	<b>TOTAL EXPENDITURE</b>	<b>137,895</b>	<b>138,402</b>	<b>276,297</b>

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024- continued

5. STAFF COSTS	2023/24	2022/23
	£	£
Gross wages and salaries	163,161	184,012
Employer's National Insurance	11,311	13,836
Employer's pension costs	33,905	32,305
<b>Total</b>	<b>208,377</b>	<b>230,153</b>

The average number of employees in the year was 5 (2023: 6)

No employee had remuneration (excluding employer pension and national insurance contributions) over £60,000 in the year (2023: None).

The Chief Executive constitutes the key management personnel and received employment benefits (which consists of salary, and employer pension and national insurance contributions) in the year, of £76,819 (2023 - £74,943).

## 6. TRANSACTIONS WITH TRUSTEES

No trustees received any remuneration in the year either for their work as trustees or for providing other services (2023: none).

7. DEBTORS	2023/24	2022/23
	£	£
Partnership contributions and charitable activities	26,466	6,000
Grants	-	25,000
Other debtors	2	5
<b>Total</b>	<b>26,468</b>	<b>31,005</b>

## 8. CREDITORS – AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023/24	2022/23
	£	£
Independent examination fee	1,260	1,140
Staff salaries and expenses	1,010	653
Other taxes and Social Security	4,563	4,215
Other creditors	13	6,204
Deferred income	43,045	41,500
<b>Total</b>	<b>49,891</b>	<b>53,712</b>

9.

	As at 31.03.2023 £	Income £	Expenditure £	As at 31.03.2024 £
<b>UNRESTRICTED FUNDS</b>				
General funds	100,892	189,528	(233,184)	57,236
	100,892	189,528	(233,184)	57,236
<b>RESTRICTED FUNDS</b>				
GLA Grant CfE main grant	10,000	-	-	10,000
GLA Urban Forest Plan grant	5,177	-	(5,177)	-
Trees call to action grant	-	3,763	(3,763)	-
	15,177	3,763	(8,940)	10,000
<b>TOTAL</b>	<b>116,069</b>	<b>193,291</b>	<b>(242,124)</b>	<b>67,236</b>

**Restricted Funds**

Greater London Authority - Centre for Excellence grant – The grant closed in 2022-23. Funds have been carried forwards with permission from the Greater London Authority to cover the final payments to the impact evaluators, due in 2024-25 and 2025-26.

Trees Call to Action grant – Parks for London and the London Tree Officers Association produced and published a report highlighting the findings of the workforce skills survey conducted in 2022 and funded by the first tranche of the grant. This was the second tranche of funding; the grant was fully expended by the year ended 31<sup>st</sup> March 2024.

The Urban Forest Plan Grant was fully expended by 31<sup>st</sup> March 2024, this tied in with work on the Trees Call to Action grant, and funds were used to offset Parks for London staff time spent to support this area of work.

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2024- continued

**2023 COMPARATIVE MOVEMENT IN FUNDS**

	As at 31.03.2022 £	Income £	Expenditure £	Funds Transfer £	As at 31.03.2023 £
<b>UNRESTRICTED FUNDS</b>					
General funds	88,178	154,621	(137,895)	(4,012)	<b>100,892</b>
	<b>88,178</b>	<b>154,621</b>	<b>(137,895)</b>	<b>(4,012)</b>	<b>100,892</b>
<b>RESTRICTED FUNDS</b>					
Gifts in kind:					
GL Hearn	-	2,730	(2,730)	-	-
Camden Council	-	3,740	(3,740)	-	-
GLA CfE grant -set up	29,401	-	(33,413)	4,012	--
GLA CfE grant - main	40,311	65,625	(95,936)	-	<b>10,000</b>
GLA Urban Forest grant	6,010	-	(833)	-	<b>5,177</b>
Trees Call to Action grant	-	1,750	(1,750)	-	-
	<b>75,722</b>	<b>73,845</b>	<b>(138,402)</b>	<b>4,012</b>	<b>15,177</b>
	<b>163,900</b>	<b>228,466</b>	<b>(276,297)</b>	<b>-</b>	<b>116,069</b>

**10. COMPARATIVE STATEMENT OF FINANCIAL ACTIVITIES (2023)**

INCOME AND ENDOWMENTS FROM:	Unrestricted Funds £	Restricted Funds (Note 9) £	2022/23 Total Funds £
<b>Income</b>			
Investment Income (see note 2)	362	-	362
<b>Charitable activities</b>			
Partnership Contributions (see note 3)	139,100	-	139,100
Other charitable income	3,784	-	3,784
GLA grants	9,375	65,625	75,000
Trees call to action grant	2,000	1,750	3,750
Gifts in kind	-	6,470	6,470
<b>TOTAL INCOME AND ENDOWMENTS</b>	<b>154,621</b>	<b>73,845</b>	<b>228,466</b>

<b>EXPENDITURE ON:</b>			
<b>Charitable activities (see note 4)</b>	<b>137,895</b>	<b>138,402</b>	<b>276,297</b>
<b>TOTAL EXPENDITURE</b>	<b>137,895</b>	<b>138,402</b>	<b>276,297</b>

<b>Net Income/(expenditure)</b>	<b>16,726</b>	<b>(64,557)</b>	<b>(47,831)</b>
Transfer between funds	(4,012)	4,012	-
<b>Net Movement in Funds</b>	<b>12,714</b>	<b>(60,545)</b>	<b>(47,831)</b>

<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>	<b>88,178</b>	<b>75,222</b>	<b>163,900</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<b>100,892</b>	<b>15,177</b>	<b>116,069</b>