

## Information required for your annual report

This is for Charities not subject to full Audit

This information is required in order for you to comply with reporting requirements under the Charities Act. Please write your responses exactly as you want them to appear in your accounts. Use your mouse or tab key to move from grey box to grey box to complete this form. Once completed, save it and email it back to us. This is your chance to tell people what you do. Feel free to write as much as you like and we will put this into the report and accounts.

Group's full name: Bulwell Forest Garden
Other names by which you are known: BFG. Bulwell Forest Community Garden
The main contact address for the organisation: C/O 42 The Spinney, Bestwood Village, Nottingham NG6 8TG
Your charity registration number: 1160072 And (if applicable) Your company registration number: 07900256

Names of all current trustees, (directors)

Name	Start date if not serving since the start of this accounting period <b>dd/mm/yy</b>	Office held (if applicable)
Karen Thompson		Chair
Jill Burn		Secretary
Joy Rice		Trustee
Nigel Page		Trustee
Sharon Daley		Trustee
Katy Leather		Trustee
Julie Clarke		Trustee
Robert Watchorn		Trustee
Bill Blackamore		Trustee

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Names of other trustees, (directors) who have served during the period covered by the accounts but are not currently serving. (Continue on a separate sheet if necessary)

Name	Date of resignation/departure <b>dd/mm/yy</b>

**The names, job titles and remuneration & benefits paid to your senior management staff** Barbara Bates, Part time Development Manager £19,704

**The methods adopted for the recruitment and appointment of new trustees**

(How are your trustees appointed?):

Trustees must live or work in Bulwell or Bulwell Forest. Positions are advertised on-site and in social media/website, sometimes stating particular skills or background preferred to maintain diverse representation of local residents. New trustees must be recommended by an existing trustee and agreed in a committee meeting.

**Objectives and activities**

What are the formal purposes (objectives) of your charity, as set out in your governing document?

- a) To advance education and training, and relieve unemployment for inhabitants of Bulwell
- b) To relieve poverty, promote health and provide recreation and leisure facilities in the interest of social welfare, in particular through the promotion of a horticulture project.
- c) To sell locally sourced produce at a low cost to those accessing the project.

What are your main activities? (the things you do in order to achieve the objectives)

Activities we provide to achieve these outcomes include growing fruit and vegetables, cooking workshops and a weekly lunch club, seasonal events (eg Harvest Festival and Community Picnics), training workshops, environmental craft sessions, family activity days, outdoor yoga sessions, forest school, men in sheds, Let's Get Growing (outreach grow your own project), and a weekly market shop. From 1 February 2021 to 31 January 2022, there were 5703 engagements by members of the community with the Garden.

How do these activities benefit the public?

Improved community cohesion (reducing isolation and increasing engagement across age and cultural barriers) Improved Health and well-being (increasing physical activity, healthier eating and developing self-confidence).

Please confirm that you have considered the charity Commission's guidance on 'public benefit'.

[Click here](#) for a link to this guidance.

*I can confirm that I have read and considered the above.*

### **Summary of the main achievements during the period**

What did you actually do? (You could add some statistics if you like, and give more detail of your activities):

Despite being unable to deliver Lunch Club and Forest School throughout February and March, and being unable to deliver school holiday sessions until August because of the COVID-19 pandemic, we still engaged with 5703 local people throughout the year. This was by large thanks to connecting with local households through our Let's Get Growing outreach project and our weekly on site market stall, selling plants and produce at an affordable price. Our volunteers continue to be the backbone of the project, and we are truly blessed to have so many committed people who work hard in many different ways to ensure the project runs smoothly, from gardening and land management to cooking, event planning and delivery.

We have supported 60 volunteers in their roles, with 67 reports of feeling valued, 50 reports of feeling less lonely, 201 reports of feeling happier, 548 reports of feeling more active, 490 reports of improved diet and 135 reports of learning new skills.

We have provided 287 donations of fruit and vegetables to our volunteers, 1147 sales of fruit and vegetables to the community and served 803 meals at Lunch Club. We have provided activities and food to 1303 people during school holidays for families and 520 grow your own packs with accompanying video tutorial to Let's Get Growing members.

We have strengthened our partnership with local schools, welcoming 4 primary schools for activity days, as well as our usual visits from Cubs, Guides and Scouts. Nature in Mind continue to use our space for yoga, tai chi and Lunch Club visits with their members

### **Financial review**

#### **Please comment on your financial position at the end of the reporting period**

(You might for example, refer to the surplus or deficit you've made, or the movement in the fund balances. Are you happy? - the choice is yours. )

BFG completed 2 Lottery Reaching Communities grants this year, there was a total underspend of £7,432 which was carried over to a new 2 year grant from the Lottery Community Fund. BFG relies on grants and donations to function, but with the help of a £15,000 grant added to the Community Fund we are looking into how we can develop into becoming more sustainable. BFG has several other grants which are all going to plan. We are in a comfortable position at present but are always planning for the future.

**What is your policy on reserves?** (Your policy should include: why you need reserves, the target level, your current position, your plans to increase or use your

reserves and how often you review this policy. If you do not need reserves you should explain the reason.)

BFG operates within a robust income and project expenditure framework.

Reserves shall be maintained at a level which ensures that Bulwell Forest Garden's core activity

could continue for a minimum of three months during a period of difficulty. This year we have

improved yet again to maintain this level and the group is pleased with this progress. The financial policy is reviewed on an annual basis.

### **What financial risks do you face?**

There is always a chance that funding from grants will decrease, but we are working on a

strategic business plan thanks to the lottery grant to reduce our risks and become more self sustainable. If we were unable to secure future funding we would have difficulties giving support to our more vulnerable volunteers and services to the community.

### **If any of your funds are in deficit, what are you planning to do about it?**

No funds are in deficit. We follow the individual budget for each grant.

**Detailed information if you hold funds for 3rd parties** (other groups or individuals): names and their main objects, a description of the assets held, opening balances/ in/ out/ closing balances

N/A

## **Funds**

**If your accounts include any designated or restricted funds, the notes to the accounts need to include a short explanation of the purpose and of each fund.**

For example:

Name of fund: *"The vehicle replacement fund"*

Purpose: *"To build up sufficient funds to replace vehicles on a 5 year schedule"*

### **For each fund you hold, please give the details:**

2 Lottery reaching communities grants were completed this year and the underspend of £7,432 was transferred to a new Lottery Community Fund. This new grant is over 2 years and is for salaries and fees, it also includes a £15,000 development fund.

Awards for All 19 completed, fees and garden works.

Bestwood Partnership ongoing, forest school fees and resources.

Bestwood Partnership Events completed, fees and resources for summer and Xmas events.

Bestwood partnership 21 ongoing, lunch club fees and resources.

Boots 2020 completed, fees for garden workers.

Comic relief 20 completed, fees for events, garden work and resources.

Defra completed, food preparation, donation and delivery

Garfield Weston ongoing, core funding.

Green Space new grant, fees for volunteer support worker.  
JN Derbyshire ongoing, fees and resources for let's get growing videos and workshops  
NCC 20 completed, fees and resources.  
NCC 21 completed, fees and resources.  
NCH 21 ongoing, fees and resources.  
NET completed, fees for workshops and garden work.  
2 small grants have yet again been carried over from 2020 for events cancelled due to covid.

## **Additional information**

**This is a chance to add any other information to your report.**

For example: if you give grants, what is your policy? Do you want to say anything about your funders or supporters?

BFG relies on grants and donations and we are very grateful for the donations we have received this year from the local community and individuals.

Company registration number: 7900256

Charity registration number: 1160072

# Bulwell Forest Garden

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 January 2022

Community Accounting Plus  
Units 1 & 2 North West  
41 Talbot Street  
Nottingham  
NG1 5GL

# **Bulwell Forest Garden**

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## **Bulwell Forest Garden**

### **Reference and Administrative Details**

<b>Trustees</b>	Robert Watchorn
	Karen Thompson
	Nigel Page
	Jill Burn
	Bill Blackamore
	Joy Rice
	Sharon Daley
	Katy Leather
	Julie Clarke
<b>Charity Registration Number</b>	1160072
<b>Company Registration Number</b>	7900256
<b>Registered Office</b>	Cantrell Primary School Cantrell Road Bulwell Nottingham NG6 9HJ
<b>Independent Examiner</b>	John O'Brien, employee of Community Accounting Plus Units 1 & 2 North West 41 Talbot Street Nottingham NG1 5GL



# **Bulwell Forest Garden**

## **Trustees' Report**

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 January 2022.

### **Trustees and officers**

The trustees and officers serving during the year and since the year end were as follows:

Trustees:	Robert Watchorn
	Karen Thompson
	Nigel Page
	Jill Burn
	Bill Blackamore
	Joy Rice
	Sharon Daley
	Katy Leather
	Julie Clarke

### **Structure, governance and management**

#### ***Nature of governing document***

The charity is a company limited by guarantee and registered charity. It is operated under the rules of its memorandum and articles of association dated 6/1/2012. It has no share capital and the liability of each member in the event of winding-up is limited to £1.

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

Trustees must live or work in Bulwell or Bulwell Forest. Positions are advertised onsite and on social media/website, sometimes stating particular skills or background preferred to maintain diverse representation of local residents. New trustees must be recommended by an existing trustee and agreed in a committee meeting.

### **Objectives and activities**

#### ***Objects and aims***

The Company's objectives are specifically restricted to the following:

- a) To advance education and training, and relieve unemployment for inhabitants of Bulwell;
- b) To relieve poverty, promote health and provide recreation and leisure facilities in the interest of social welfare, in particular through the promotion of a horticulture project;
- c) To sell locally sourced produce at a low cost to those accessing the project.

#### ***Objectives, strategies and activities***

Activities we provide to achieve these outcomes include growing fruit and vegetables, cooking workshops and a weekly lunch club, seasonal events (e.g. Harvest Festival and Community Picnics), training workshops, environmental craft sessions, family activity days, outdoor yoga sessions, forest school, men in sheds, Let's Get Growing (outreach grow your own project), and a weekly market shop. From 1 February 2021 to 31 January 2022, there were 5,703 engagements by members of the community with the Garden.

# **Bulwell Forest Garden**

## **Trustees' Report**

### **Financial review**

#### ***Policy on reserves***

BFG operates within a robust income and project expenditure framework. Reserves shall be maintained at a level which ensures that Bulwell Forest Garden's core activity could continue for a minimum of three months during a period of difficulty.

This year we have improved yet again to maintain this level and the group is pleased with this progress. The financial policy is reviewed on an annual basis.

### **Achievements and performance**

Despite being unable to deliver Lunch Club and Forest School throughout February and March, and being unable to deliver school holiday sessions until August because of the COVID-19 pandemic, we still engaged with 5,703 local people throughout the year. This was by large thanks to connecting with local households through our Let's Get Growing outreach project and our weekly on site market stall, selling plants and produce at an affordable price. Our volunteers continue to be the backbone of the project, and we are truly blessed to have so many committed people who work hard in many different ways to ensure the project runs smoothly, from gardening and land management to cooking, event planning and delivery.

We have supported 60 volunteers in their roles, with 67 reports of feeling valued, 50 reports of feeling less lonely, 201 reports of feeling happier, 548 reports of feeling more active, 490 reports of improved diet and 135 reports of learning new skills.

We have provided 287 donations of fruit and vegetables to our volunteers, 1,147 sales of fruit and vegetables to the community and served 803 meals at Lunch Club. We have provided activities and food to 1,303 people during school holidays for families and 520 grow your own packs with accompanying video tutorial to Let's Get Growing members.

We have strengthened our partnership with local schools, welcoming 4 primary schools for activity days, as well as our usual visits from Cubs, Guides and Scouts. Nature in Mind continue to use our space for yoga, tai chi and Lunch Club visits with their members.

#### ***Public benefit***

Improved community cohesion (reducing isolation and increasing engagement across age and cultural barriers);  
Improved health and well-being (increasing physical activity, healthier eating and developing self-confidence).

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

### **Statement of Trustees' Responsibilities**

The trustees (who are also the directors of Bulwell Forest Garden for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations. The report and accounts have been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies.

## **Bulwell Forest Garden**

### **Trustees' Report**

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and 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; and
- 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 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.

#### **Small companies provision statement**

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

The annual report was approved by the trustees of the charity on 31-03-22 and signed on its behalf by:



Karen Thompson  
Trustee

## **Bulwell Forest Garden**

### **Independent Examiner's Report to the trustees of Bulwell Forest Garden**

#### **Independent examiner's report to the trustees of Bulwell Forest Garden ('the Company')**

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 January 2022.

#### **Responsibilities and basis of report**

As the charity's trustees of the company (and also 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').

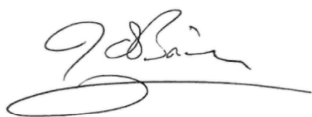
Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). 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 that in any material respect:

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.



.....  
John O'Brien MSc, FCCA, FCIE, employee of Community Accounting Plus  
Fellow of the Association of Charity Independent Examiners

Units 1 & 2 North West  
41 Talbot Street  
Nottingham  
NG1 5GL

Date: 01/04/2022

## Bulwell Forest Garden

### Statement of Financial Activities for the Year Ended 31 January 2022 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted £	Restricted £	Total 2022 £	Total 2021 £
<b>Income and Endowments from:</b>					
Donations and legacies	2	2,331	-	2,331	1,431
Charitable activities	3	5,400	79,591	84,991	92,654
Total Income		7,731	79,591	87,322	94,085
<b>Expenditure on:</b>					
Charitable activities	5	(1,737)	(87,645)	(89,382)	(69,117)
Total Expenditure		(1,737)	(87,645)	(89,382)	(69,117)
Net income/(expenditure)		5,994	(8,054)	(2,060)	24,968
Transfers between funds		(2)	2	-	-
Net movement in funds		5,992	(8,052)	(2,060)	24,968
<b>Reconciliation of funds</b>					
Total funds brought forward		26,837	50,876	77,713	52,745
Total funds carried forward	12	32,829	42,824	75,653	77,713

All of the charity's activities derive from continuing operations during the above two periods.

	Note	Unrestricted funds £	Restricted funds £	Total 2021 £
<b>Income and Endowments from:</b>				
Donations and legacies	2	1,431	-	1,431
Charitable activities	3	4,099	88,555	92,654
Total income		5,530	88,555	94,085
<b>Expenditure on:</b>				
Charitable activities	5	(1,557)	(67,560)	(69,117)
Total expenditure		(1,557)	(67,560)	(69,117)
Net income		3,973	20,995	24,968
Transfers between funds		4,586	(4,586)	-
Net movement in funds		8,559	16,409	24,968
<b>Reconciliation of funds</b>				
Total funds brought forward		18,278	34,467	52,745
Total funds carried forward	12	26,837	50,876	77,713

The funds breakdown for 2021 is shown in note 12.

The notes on pages 8 to 18 form an integral part of these financial statements.

**Bulwell Forest Garden**  
**(Registration number: 7900256)**  
**Balance Sheet as at 31 January 2022**

	Note	2022 £	2021 £
<b>Fixed assets</b>			
Tangible assets	7	6,338	7,356
<b>Current assets</b>			
Debtors	8	4	-
Cash at bank and in hand	9	73,176	74,630
		73,180	74,630
<b>Creditors: Amounts falling due within one year</b>	10	(3,865)	(4,273)
<b>Net current assets</b>		69,315	70,357
<b>Net assets</b>		75,653	77,713
<b>Funds of the charity:</b>			
<b>Restricted income funds</b>			
Restricted funds	12	42,824	50,876
<b>Unrestricted income funds</b>			
Unrestricted funds		32,829	26,837
<b>Total funds</b>	12	75,653	77,713

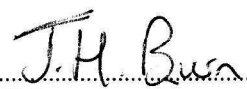
For the financial year ending 31 January 2022 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

**Directors' responsibilities:**

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

The financial statements on pages 6 to 18 were approved by the trustees, and authorised for issue on 31.03.22, and signed on their behalf by:

  
 Jill Burn  
 Trustee

The notes on pages 8 to 18 form an integral part of these financial statements.

## **Bulwell Forest Garden**

### **Notes to the Financial Statements for the Year Ended 31 January 2022**

#### **1 Accounting policies**

##### **Summary of significant accounting policies and key accounting estimates**

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

##### **Statement of compliance**

The financial statements have been prepared in accordance with 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)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

##### **Basis of preparation**

Bulwell Forest Garden meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

##### **Going concern**

The financial statements have been prepared on a going concern basis.

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

##### **Exemption from preparing a cash flow statement**

The charity opted to adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

##### **Income and endowments**

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

##### ***Donations and legacies***

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

## **Bulwell Forest Garden**

### **Notes to the Financial Statements for the Year Ended 31 January 2022**

#### **Expenditure**

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

#### ***Charitable activities***

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

#### **Taxation**

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

#### **Tangible fixed assets**

Individual fixed assets costing £500 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

#### **Depreciation and amortisation**

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Furniture & equipment 10% on a straight line basis.

#### **Trade debtors**

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

#### **Cash and cash equivalents**

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.



## **Bulwell Forest Garden**

### **Notes to the Financial Statements for the Year Ended 31 January 2022**

#### **Trade creditors**

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

#### **Fund structure**

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Restricted income funds are those grants for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

#### **Pensions and other post retirement obligations**

The charity operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the charity. Pension costs charges in the Statement of Financial Activities represent the contributions payable by the charity during the year.

## Bulwell Forest Garden

### Notes to the Financial Statements for the Year Ended 31 January 2022

#### 2 Income from donations and legacies

	Unrestricted funds General £	Total 2022 £	Total 2021 £
Donations and legacies;			
Donations from companies, trusts and similar proceeds	2,331	2,331	1,431
	<u>2,331</u>	<u>2,331</u>	<u>1,431</u>

#### 3 Income from charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2022 £	Total 2021 £
Grants & donations	-	79,567	79,567	88,555
Lunch club	791	-	791	135
Sundry receipts	4	24	28	259
Produce income	2,405	-	2,405	3,291
Workshop & events	1,315	-	1,315	214
Venue hire	885	-	885	200
	<u>5,400</u>	<u>79,591</u>	<u>84,991</u>	<u>92,654</u>

#### 4 Grants & donations

	Unrestricted funds £	Restricted funds £	Total £
National Lottery Community Fund	-	48,397	48,397
National Lottery Reaching Communities	-	13,345	13,345
Bestwood Partnership	-	10,825	10,825
Green Space	-	3,400	3,400
Groundwork UK	-	2,000	2,000
Nottingham City Homes	-	1,250	1,250
Nottingham City Council	-	350	350
Sundry	2,331	-	2,331
	<u>2,331</u>	<u>79,567</u>	<u>81,898</u>

## Bulwell Forest Garden

### Notes to the Financial Statements for the Year Ended 31 January 2022

#### 5 Expenditure on charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2022 £	Total 2021 £
Communications	-	144	144	-
Equipment	-	-	-	5
Horticulture & garden works	24	4,292	4,316	4,169
Insurance	-	291	291	241
Legal & professional	-	5,262	5,262	2,270
Maintenance	67	181	248	482
Materials & resources	6	873	879	164
Sundry	174	52	226	188
Printing & stationery	116	1,023	1,139	878
Cooking resources	79	2,701	2,780	903
Sessional fees	243	34,447	34,690	30,672
Training	-	140	140	250
Travel	10	4	14	4
Pensions	-	2,722	2,722	1,984
Utilities	-	263	263	202
Depreciation	1,018	-	1,018	1,018
Salaries & NI	-	35,250	35,250	25,687
	<u>1,737</u>	<u>87,645</u>	<u>89,382</u>	<u>69,117</u>

## Bulwell Forest Garden

### Notes to the Financial Statements for the Year Ended 31 January 2022

#### 6 Staff costs

The aggregate payroll costs were as follows:

	2022 £	2021 £
<b>Staff costs during the year were:</b>		
Wages and salaries	35,250	25,687
Pension costs	<u>2,722</u>	<u>1,984</u>
	<u>37,972</u>	<u>27,671</u>

The monthly average number of persons (including senior management team) employed by the charity during the year was as follows:

	2022 No	2021 No
Monthly average number of persons employed	<u>3</u>	<u>3</u>

3 (2021 - 3) of the above employees participated in the Defined Contribution Pension Schemes.

Contributions to the employee pension schemes for the year totalled £2,149 (2021 - £1,984).

No employee received emoluments of more than £60,000 during the year.

#### 7 Tangible fixed assets

	Furniture and equipment £	Total £
<b>Cost</b>		
At 1 February 2021	<u>10,175</u>	<u>10,175</u>
At 31 January 2022	<u>10,175</u>	<u>10,175</u>
<b>Depreciation</b>		
At 1 February 2021	2,819	2,819
Charge for the year	<u>1,018</u>	<u>1,018</u>
At 31 January 2022	<u>3,837</u>	<u>3,837</u>
<b>Net book value</b>		
At 31 January 2022	<u>6,338</u>	<u>6,338</u>
At 31 January 2021	<u>7,356</u>	<u>7,356</u>

## Bulwell Forest Garden

### Notes to the Financial Statements for the Year Ended 31 January 2022

#### 8 Debtors

	2022 £	2021 £
Other debtors	4	-

#### 9 Cash and cash equivalents

	2022 £	2021 £
Cash on hand	19	9
Cash at bank	73,157	74,621
	73,176	74,630

#### 10 Creditors: amounts falling due within one year

	2022 £	2021 £
Trade creditors	2,640	3,280
Other taxation and social security	271	39
Other creditors	954	954
	3,865	4,273

#### 11 Charity status

The charity is a company limited by guarantee and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

## Bulwell Forest Garden

### Notes to the Financial Statements for the Year Ended 31 January 2022

#### 12 Funds

	Balance at 1 February 2021 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 January 2022 £
<b>Unrestricted funds</b>					
<i>General</i>					
General	26,837	7,731	(1,737)	(2)	32,829
<b>Restricted funds</b>					
Sessions & activities	700	-	-	-	700
Awards For All	2,751	-	(2,751)	-	-
Sessional workers	1,000	-	-	-	1,000
Reaching Communities	22,937	13,369	(27,885)	-	8,421
Forest School & resources	1,536	3,375	(3,938)	-	973
NCC 20	300	-	(251)	-	49
NCC 21	2,800	350	(2,150)	-	1,000
NET	5,299	-	(5,299)	-	-
Defra	1,613	-	(1,613)	-	-
Garfield Weston Foundation	5,000	-	(1,883)	-	3,117
J N Derbyshire	3,000	-	(1,010)	-	1,990
Comic Relief 20	2,000	2,000	(4,000)	-	-
Pay & resources	1,940	-	(1,942)	2	-
Summer and Xmas events	-	1,600	(1,041)	-	559
NCH 21	-	1,250	(1,057)	-	193
Lunch Club	-	5,850	(1,726)	-	4,124
Community Fund	-	48,397	(30,379)	-	18,018
Green Space	-	3,400	(720)	-	2,680
<b>Total restricted funds</b>	<u>50,876</u>	<u>79,591</u>	<u>(87,645)</u>	<u>2</u>	<u>42,824</u>
<b>Total funds</b>	<u>77,713</u>	<u>87,322</u>	<u>(89,382)</u>	<u>-</u>	<u>75,653</u>

## Bulwell Forest Garden

### Notes to the Financial Statements for the Year Ended 31 January 2022

	Balance at 1 February 2020 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 January 2021 £
<b>Unrestricted funds</b>					
<i>General</i>					
General	18,278	5,530	(1,557)	4,586	26,837
<b>Restricted</b>					
Sessions & activities	2,607	700	(2,607)	-	700
Awards For All	9,392	-	(4,735)	(1,906)	2,751
Sessional workers	625	1,000	(625)	-	1,000
Reaching Communities	20,754	44,463	(40,988)	(1,292)	22,937
NCC	12	-	(12)	-	-
Forest School & resources	1,077	5,625	(5,166)	-	1,536
NCC 20	-	2,170	(482)	(1,388)	300
NCC 21	-	2,800	-	-	2,800
NCH 20	-	222	(222)	-	-
NET	-	8,000	(2,701)	-	5,299
Defra	-	3,225	(1,612)	-	1,613
Garfield Weston Foundation	-	5,000	-	-	5,000
J N Derbyshire	-	3,000	-	-	3,000
Comic Relief 20	-	2,000	-	-	2,000
Pay & resources	-	10,350	(8,410)	-	1,940
<b>Total restricted funds</b>	<u>34,467</u>	<u>88,555</u>	<u>(67,560)</u>	<u>(4,586)</u>	<u>50,876</u>
<b>Total funds</b>	<u><u>52,745</u></u>	<u><u>94,085</u></u>	<u><u>(69,117)</u></u>	<u><u>-</u></u>	<u><u>77,713</u></u>

## Bulwell Forest Garden

### Notes to the Financial Statements for the Year Ended 31 January 2022

The specific purposes for which the funds are to be applied are as follows:

Reaching Communities the 5th year of a 5 year restricted fund which provides revenue costs for 3 part time employees, financial support, capital cost towards garden, especially paying for sessional staff. An additional 2 year grant was recieved to contribute towards the Lunch club, volunteer co-ordinator, database and mobility accessibility.

Nottingham City Council is a contribution to resources.

Awards For All is to be used to pay for a storage container, gazebo and sessional worker.

Sessional workers contributes to the sessional workers costs.

Bestwood Partnership funds contribute to a lunch club, forest school & resources to provide family and adult craft, cooking and play sessions. Resources for the events, general garden needs & publicity.

Events, resources & equipment is to be used to fund events, some of which have been postponed.

Nottingham City Council 20 is to be used to fund resources and a storage container.

Nottingham City Council 21 is to be used to fund consultancy fees for funding applications.

Nottingham City Homes 21 is to be used to fund ongoing fee and resources costs.

National Emergencies Trust (NET) Coronavirus appeal is to be used to fund resources and salaries for the Lets Get Growing outreach programme to the community.

DEFRA Emergency Assistance grant is used to provide a festive meal to vulnerable people and meals for children during school holidays.

Garfield Weston Foundation is to contribute toward core funding.

J N Derbyshire is to be used to fund the lunch club workers and resources.

Comic Relief 20 is to be used to fund resources for events and staff.

Community fund is to contribute to salaries and fees as well as development funding.

Green Space is to contribute towards the cost of a volunteer worker.

Pay & resources is to be used to fund salaries and resources.

The transfer from the General fund to the Pay & resources fund is to cover the deficit on this activity.

#### 13 Analysis of net assets between funds

	Unrestricted		2022
	General	Restricted	Total funds
	£	£	£
Tangible fixed assets	6,338	-	6,338
Current assets	26,491	46,689	73,180
Current liabilities	-	(3,865)	(3,865)
Total net assets	32,829	42,824	75,653

	Unrestricted		2021
	General	Restricted	Total funds
	£	£	£
Tangible fixed assets	7,356	-	7,356
Current assets	20,000	54,630	74,630
Current liabilities	-	(4,273)	(4,273)
Total net assets	27,356	50,357	77,713



## **Bulwell Forest Garden**

### **Notes to the Financial Statements for the Year Ended 31 January 2022**

#### **14 Fees payable to independent examiner**

During the period, the fees payable (excluding VAT) to the charity's independent examiner Community Accounting Plus are analysed as follows:

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Independent examination	795	795
Other financial services	456	439
	<u>1,251</u>	<u>1,234</u>

#### **15 Trustees remuneration and expenses**

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

#### **16 Related party transactions**

There were no related party transactions in the year.

#### **17 Taxation**

The charity is a registered charity and is therefore exempt from taxation.

## **Bulwell Forest Garden**

### **Independent Examiner's Report to the trustees of Bulwell Forest Garden**

#### **Independent examiner's report to the trustees of Bulwell Forest Garden ('the Company')**

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 January 2022.

#### **Responsibilities and basis of report**

As the charity's trustees of the company (and also 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').

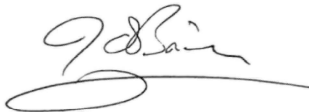
Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). 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 that in any material respect:

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.



John O'Brien MSc, FCCA, FCIE, employee of Community Accounting Plus  
Fellow of the Association of Charity Independent Examiners

Units 1 & 2 North West  
41 Talbot Street  
Nottingham  
NG1 5GL

Date: 01/04/2022