



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st April 2021 to 31st March 2022

Charity name: Grow Cardiff

Charity registration number: 1161591

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>The objects of Grow Cardiff are:</p> <p>To promote for the benefit of the inhabitants of Cardiff and the surrounding area the provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the condition of life of the said inhabitants, in particular by the provision of a community garden and other local food initiatives, land and community growing projects and the provision of opportunities for growing and volunteering</p>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>Grow Cardiff's work streams are:</p> <ul style="list-style-type: none">- Community-based: Supporting the development and sustainability of community gardens- Health-based: Development and delivery of social prescribing to therapeutic community gardens in partnership with local health care providers (The Grow Well project)- Education-based: teaching teachers, children, young people and families to grow and develop their

		<p>own community gardens (Edible Playgrounds, CHaSPS and Mary Immaculate High School)</p> <p>- Mentoring & Consultancy: sharing our experience and skills to support other community growing projects and networks (Friends of Victoria Gardens, Edible Cardiff network, Wates, Unison)</p> <p>- Sustainability: Strengthening and developing the charity's internal infrastructure – staff support and training, policies and systems, finance and planning, fundraising and strategic development</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have had full regard of the Charity Commission's guidance on public benefit

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	NA
Policy on social investment including program related investment	Para 1.38	NA
Contribution made by volunteers	Para 1.38	Circa 145 individuals volunteered with Grow Cardiff this year, developing community gardens in local neighbourhoods, schools, and health care settings. Their contribution to our mission and vision is invaluable.

		Grow Cardiff aims always to put our volunteers at the heart of all planning, reviewing and development of the charity's work. As well as participants volunteering in a variety of community garden settings, a team of 10 lead volunteers and 10 trustees also support the charity's delivery and development
Other		Grow Cardiff supported over 1300 children from 10 primary schools, nurseries and a high school to grow in their school/nursery gardens.

Achievements and Performance

	SORP reference	
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<p>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</p>	<p>Para 1.20</p>	<p>Over the 2021-2022 period Grow Cardiff has continued to develop its 5 operational workstreams of community support, health, education, mentoring/consultancy and sustainable development of the charity. This year has been a particular focus on the latter, recognising that healthy growth is based on strong anchoring 'roots'. As such the trustees and staff have taken time to develop supporting internal infrastructures: policies and systems, IT upgrades, training, improvements in managing finances and fundraising, as well as addressing practical challenges such as use of an office and storage space. Coming out of the pandemic, a key achievement has been to secure on-going funding for project work as well as core funding. Overall this has led to the start of a consolidation process alongside growth for the charity.</p> <p>Key achievements:</p> <p><u>Community-based support</u></p> <p>Developing, supporting and sustaining community gardens across Cardiff, the charity has continued to support Riverside Community Garden, mentoring volunteers to lead and develop the project. The project is one of the oldest community gardens in South Wales and is a flagship for environmental, sustainable practice. Grow Cardiff has strengthened the long-term sustainability of the project by securing funding for a Volunteer Mentor to support the project's lead volunteer team. The team secured a Green Flag for a consecutive year for the project and are developing an exciting renewable energy project with Cardiff University. The project has developed a new partnership with Principality Building Society staff and</p>
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		<p>run successful open days throughout the year attracting new volunteers. There is a keen volunteer-led bee keeping team, supported by Cardiff and Vale bee keepers. Volunteers attending the project have identified that the project actively supports their mental health and well-being.</p> <p><u>Health</u></p> <p>Grow Cardiff continues to develop a flagship social prescribing to therapeutic community garden project in partnership with the SW Cardiff primary care cluster. Patients experiencing mental health or physical health difficulties and/or social isolation are referred to the project. Over the course of the year the project supported 65 patients to improve their health and well-being and is actively working with Wales School of Social Prescribing to independently analyse the project's impact. A third site was added to the Grow Well project this year, based at Riverside Health Centre and opened in 2021. Significant design, landscaping and planting has taken place and the project is actively engaging members of the local community. Grow Well was a finalist in the National Social Prescribing Awards 2021/Nature category and won 2 Green Flag Awards.</p> <p>The Growing Companions project continued to successfully engage with isolated and vulnerable adults throughout the year, supporting them to grow at home and create nature based crafts. The project actively encourages individuals to engage with the Grow Well project, building connection between members of the community.</p>
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		<p><u>Education</u></p> <p>Grow Cardiff has secured a contract with Trees for Cities to train teachers and children from 10 primary schools (English and Welsh medium) over the course of the next year. It is anticipated that this contract will be renewed each year for 3+ years enabling hundreds of young people and teachers to learn how to grow. The charity continues to support early years learning through a series of workshops with CHaSPS (Cardiff Healthy and Sustainable Pre-school Scheme) and teenagers with Mary Immaculate High School as well as delivering training workshops in community hubs for families and through SHEP (Summer Holiday Engagement Programme), supporting disadvantaged young people through the school summer holidays.</p> <p><u>Mentoring and consultancy:</u> Grow Cardiff has continued to offer our experience and expertise to support other growing projects, this year providing on-going mentoring and training to Friends of Victoria Square, Penarth.</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Our work has made a difference by supporting people of all ages experiencing disadvantage, mental or physical health difficulties or loneliness to thrive, through coming together with others to grow, develop and share in the life of their own community garden.
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		<p>Our work benefits society by educating children and young people in hands-on skills, learning and love of the outdoors. We are training up tomorrow's adults to know, understand and care for the natural world around them, which many have little experience or understanding of, living in the city.</p> <p>Through our social prescribing work, we are reaching out to those who often are very isolated and engaged with little or no other local expression of community. We use community gardening as a tool that promotes health and well-being, social interaction, healthier diet, friendship and social connection.</p> <p>We are working hard with other like-minded growing organisations from the third sector, local authority and health to create a culture in Cardiff of community growing, love of urban nature and learning and shared, local expressions of joined up community, where everyone feels cared for and supported, food grows and people and wildlife flourish together.</p>
Performance of fundraising activities against objectives set	Para 1.41	<p>Fundraising objectives for 21-22 were to secure income for existing projects/delivery, to increase grant income in order to develop the Grow Well project and to increase unrestricted income via service delivery contracts, mentoring and consultancy.</p> <p>The charity's restricted income increased this year from £87,706 (20-21) to £110,996. Notable grant funds</p>

		<p>were secured from NHS Charities Together (£49,880) for the sustainability and development of the Grow Well project, £24,476 from WCVA, £14,970 from Track 2000 to support the development of an allotment based community garden project and £9,954 from The National Lottery Community Fund to support vulnerable adults to grow at home.</p> <p>Grow Cardiff increased its unrestricted income from £2,780 (20-21) to £17,991. This was due to securing a contract with Trees for Cities to deliver the Edible Playgrounds programme with 10 schools across Cardiff, plus workshops, talks, training and mentoring. It is anticipated that the Edible Playgrounds contract will be renewed for 22-23 and 23-24, enabling the charity to support over 40 primary schools to develop their own edible, biodiverse community gardens.</p>
Investment performance against objectives	Para 1.41	NA
Other		NA

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	At the end of the reporting period cash funds, held in a bank account or as unspent balances on prepaid cards, totalled £68,893
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>Reserves are needed to bridge the gap between the spending and the receiving of income and in the unlikely event that no further income is generated and/or the trustees decide to close the charity.</p> <p>The nature of Grow Cardiff's funding results in income being received at uneven intervals. As such the trustees have determined that the unrestricted reserves held by the organisation ought to be sufficient to cover at least three months of salary costs. It should be noted that restricted funds usually include a contribution towards staff costs so provide an additional means to cover staff costs.</p>
Amount of reserves held	Para 1.22	£14,807
Reasons for holding zero reserves	Para 1.22	NA
Details of fund materially in deficit	Para 1.24	NA
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Grow Cardiff must continue to secure core funding to enable organisational and strategic development of the charity.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	See detail recorded in 'Performance of fundraising activities against objectives set' above
Investment policy and objectives including any		NA

social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	The principal risk is maintaining income sources, particularly for sustainability of our core work and the Grow Well project – our most significant project delivery. Securing core funding in 20/21 and a 2 year grant for Grow Well has mitigated this risk.
Other		Accounts are currently prepared on a receipts and payments (i.e. cash) basis. Consideration is being given to moving to an accruals basis.

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation (CIO)
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Potential trustees can join meetings and 'shadow' to understand the structure and set-up of the board and its work. Thereafter they can formally be co-opted onto the board during any trustee meetings at the agreement of the existing trustees during board meetings. Election of trustees: at the first AGM all trustees stand down and are re-appointed if elected and seconded. Thereafter the 3 trustees who have been in post the longest stand down at each AGM.

		Trustees can then be re-appointed if proposed and seconded, or new trustees can be appointed to a maximum of 12.
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Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Potential new trustees sit in and shadow board meetings. If they wish to apply to join the board they are selected on the basis of experience and skills needed to compliment the existing portfolio of trustee expertise and strategic objectives. All new trustees must complete registration, declaration, and Conflict of Interest forms. They are required to provide references where deemed necessary, and are provided with the Charity Commission's 'The Essential Trustee' and information about public benefit.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	Volunteer participants are at the heart of our organisation, supported by a team of lead volunteers, part-time staff (who focus on education, health and community workstreams), overseen by a Director, accountable to a board of trustees with a Chair. The charity works closely with the Edible Cardiff network, Food Cardiff and the SW Cardiff GP Cluster and social prescribing network, WCVA and C3SC networks.
Relationship with any related parties	Para 1.51	NA
Other		Grow Cardiff is committed to an on-going relationship with London-based charity Trees for Cities, with whom it delivers the Edible Playgrounds programme

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Reference and Administrative details

Charity name	Grow Cardiff
Other name the charity uses	NA
Registered charity number	1161591
Charity's principal address	460 Cowbridge Road West, Cardiff CF5 5BZ

Names of the charity trustees who manage the charity

		Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
	1	Francoise Curtis			
	2	Sarah Griffiths	Chair		
	3	Anna Harris			
	4	Dr Jemma Hawkins			
	5	Alun Jones			
	6	Aisling Judge			
	7	Angie Kirby		Acted until 02/03/2022	
	8	Stephen Parry-Langdon	Treasurer	Joined board 24/11/2021	
	9	Penelope Smith	Secretary	Joined board 10/09/2021	
	10	Nicola Thomas		Joined board 11/03/2022	
	11	Francis Mullins		Joined board 24/11/2021 Acted until 13/02/2022	
	12	(John Daniel Owen)		Joined board 17/11/2022	
	13				
	14				
	15				
	16				
	17				
	18				
	19				
	20				

Corporate trustees - names of the directors at the date the report was approved

Director name		
NA		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	NA
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	NA
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	NA

Additional information (optional)

Names and addresses of advisers (Optional information)

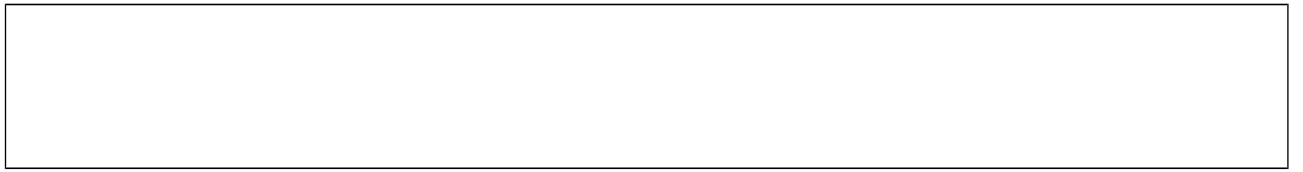
	Type of adviser	Name	Address
	Name of chief executive or names of senior staff members (Optional information)		
	Isla Horton (Director)		

Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information



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)	Sarah Griffiths	Stephen Parry-Langdon
	Position (eg Secretary, Chair, etc)	Chair	Treasurer
	Date	20/01/2023	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Grow Cardiff

No (if any)
1161591

Receipts and payments accounts

For the period from	4/1/2021	To	Period end date 3/31/2022
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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 £
A1 Receipts				
Grants & Donations >= £20,000				-
NHS Charities Together		49,880		49,880
Comic Relief		24,476		24,476
Total >= £20,000		74,356		74,356
Grants & Donations < £20,000		36,640		36,640
Total Grants and Donations		110,996		110,996
Charitable Activities	14,800			14,800
Consultancy & Workshops	1,820			1,820
Other Income	1,371			1,371
				-
				-
				-
Sub total (Gross income for AR)	17,991	110,996	-	128,987
A2 Asset and investment sales, (see table).				
	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-
Total receipts	17,991	110,996	-	128,987
A3 Payments				
Salaries, National insurance & Pensions	12,388	61,026	-	73,414
Advertising & marketing		1,430	-	1,430
Insurance		365	-	365
Other costs of charitable activities	4,316	16,961	-	21,276
IT & Software costs	125	1,023	-	1,148
Travel costs	369	172	-	540
Professional & Banking Fees	262		-	262
Premises	1,120	1,007	-	2,127
	-	-	-	-
Sub total	18,579	81,983	-	100,562
A4 Asset and investment purchases, (see table)				
	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-
Total payments	18,579	81,983	-	100,562
Net of receipts/(payments)	- 588	29,013	-	28,425
A5 Transfers between funds	4,611	- 4,611	-	-
A6 Cash funds last year end	10,784	29,684	-	40,468
Cash funds this year end	14,807	54,086	-	68,893

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
B1 Cash funds	Cash at bank	13,316	54,086
	Prepayment card balance	1,491	-
		-	-
	Total cash funds	14,807	54,086
	(agree balances with receipts and payments account(s))	OK	OK

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

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

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

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

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

Signature



Print Name

Stephen Parry-Langdon

CC16a



Last year
to the nearest £

-
-
87,706
1,280
-
-
-
-
-
-
88,986

-
-

88,986

47,363
2,250
262
16,175
2,433
298
7,540
780
-
77,101

-

77,101

11,885
-
28,583
40,468



**Endowment
funds**

to nearest £

-
-
-
-

OK

**Endowment
funds**

to nearest £

-
-
-
-
-
-

**Current value
(optional)**

-
-
-
-
-

**Current value
(optional)**

-
-
-
-
-
-
-
-
-

**When due
(optional)**

Date of
approval

1/9/2023



Section A

Independent Examiner's Report

Report to the trustees/
members of

Grow Cardiff

On accounts for the year
ended

31st March 2022

Charity no.

1161591

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/03/2022**.

Responsibilities and
basis of report

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

Independent
examiner's statement

I report in respect of my examination of the Trust'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 Act.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

** Please delete the words in the brackets if they do not apply.*

Signed: **Paul Burnell**

Date: **9th January 2023**

Name: Paul Burnell

Relevant professional
qualification(s) or body

ACMI – Associate of the Chartered Management Institute

(if any):

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Address:

69 Velindre Road

Whitchurch

Cardiff CF14 2TF

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

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