

**GROW CARDIFF**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2023**

# GROW CARDIFF

## CONTENTS

---

	<b>Page</b>
Trustees' report	1 - 7
Independent examiner's report	8
Statement of financial activities	9
Balance sheet	10
Notes to the financial statements	11 - 21

---

# **GROW CARDIFF**

## **TRUSTEES' REPORT**

### **FOR THE YEAR ENDED 31 MARCH 2023**

---

The trustees present their annual report and financial statements for the year ended 31 March 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's [governing document], the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

#### **Objectives and activities**

##### **Purposes of the charity as set out in its governing document**

The objects of Grow Cardiff are:

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 community gardens and other local food initiatives, land and community growing projects and the provision of opportunities for growing and volunteering.

##### **Main activities**

Grow Cardiff's work streams support and enable:

- **Communities:** through the development and sustainability of community gardens, growing and sharing food, increasing health & well-being, social connection and cohesion & improving urban biodiversity
- **Health:** the charity delivers the Grow Well project, a social prescribing to therapeutic community gardens project, in partnership with local NHS and community health providers, supporting adults affected by mental and physical health challenges, loneliness and isolation
- **Education:** teaching teachers, children, young people and families to grow and develop their own community gardens through a variety of educational programmes, including Edible Playgrounds, Cardiff Healthy and Sustainable Pre-School Programme (CHaSPS) and working with individual primary and secondary schools across Cardiff
- **Mentoring & Consultancy:** Grow Cardiff uses its considerable experience and skills to support newly emerging community garden projects and those developing social prescribing work.
- **The Sustainability & Longevity of the charity's work:** Strengthening and developing the charity's internal infrastructure, supporting and training staff and volunteers, developing policies and procedures, finance and planning systems, fundraising and strategic development

##### **Public benefit**

All trustees have had full regard of the Charity Commission's guidance on public benefit.

##### **Contribution made by volunteers**

Valuing the contributions of volunteers and supporting them to grow personally, develop their skills and see their ambitions realised through their participation in Grow Cardiff's work, is embedded in the charity's DNA. Volunteer participants are vital to the development and sustainability of each Grow Cardiff community garden, each bringing unique, valuable skills and lived experience. Grow Cardiff has a strong asset-based community development approach to developing its operations and supporting volunteers, co-producing gardens, projects and the overall strategy of the organisation with lead volunteers and volunteers on the board.

Volunteers can progress to become Lead Volunteers where individuals recognise that they would like to support others to thrive through the charity's different projects. Grow Cardiff has supported a team of Lead Volunteers to develop this year who have contributed to every aspect of the charity's operations, from working in primary and secondary schools, bee keeping, to supporting patients engaging in the Grow Well project and in the strategic development of the charity at board level.

# GROW CARDIFF

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2023

---

Lead Volunteers assist Grow Cardiff's staff in supporting session participants, day-to-day operational activities, also supporting planning, reviewing and the development of garden sites.

The charity highly values its volunteers and seeks to ensure that each is fully supported and provided with appropriate training and development opportunities. This year volunteers took part in training opportunities including Emergency First Aid at work, Bee Keeping, Working therapeutically, Working with teachers and children to grow in schools, and Carbon Literacy training.

In addition, Grow Cardiff has supported groups of volunteers from corporate partners including Principality Building Society whose staff have worked at the charity's community gardens on staff well-being days.

#### **Other**

Grow Cardiff supported 1,500 children from 10 primary schools, nurseries and a high school to grow in their school/nursery gardens as well as training over 200 teachers.

#### **Achievements and performance**

Over the 2022-23 period Grow Cardiff has continued to develop its 5 operational workstreams, using community gardening to support communities, health, education, mentoring/consultancy as well as the sustainable development of the charity.

Following rapid expansion of programmes and project work in preceding years, this year there has been continued focus on developing the infrastructure to support sustainable growth. Trustees and staff have taken time to further develop a framework of policies and procedures, office and admin 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. A key focus has been to secure ongoing funding for existing project work and staff providing direct delivery, as well as core funding for admin, finance and strategic development. Overall, this period has been characterised by consolidation alongside steady, sustainable growth.

Grow Cardiff's main achievements include:

#### Supporting local communities

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. Volunteers attending the project have identified that the project actively supports their mental health and well-being. There is a keen volunteer-led bee keeping team, supported by Cardiff and Vale beekeepers.

The team secured a Green Flag Award for a consecutive year for the project and are developing an exciting renewable energy project with Cardiff University and Ains Shams University, Egypt. The project has continued to partner with staff from Principality Building Society, as well as delivering successful open days throughout the year attracting new volunteers and partnering with wider networks and organisations, such as Social Farms and Gardens (Have a Grow Day) and the Edible Cardiff network.

#### Health

Grow Cardiff continues to develop the Grow Well project, a flagship social prescribing to therapeutic community gardens project in partnership with the SW Cardiff primary care Cluster. The Cluster is a group of 9 surgeries supporting patients living with some of the highest health inequalities in Wales. Patients experiencing mental health or physical health difficulties and/or social isolation are referred to one of three community garden sites across the Cluster.

# GROW CARDIFF

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2023

---

Over the course of the year the project supported over 100 patients to improve their health and well-being and has partnered with the Wales School of Social Prescribing Research (WSSPR) to independently assess the project's impact on participants' health and well-being which found "a range of volunteer benefits were evidenced in this evaluation such as reduced social isolation, improvements to mental, physical, and social health, increased social capital and a sense of belonging to one's community" (Evaluation of the Grow Well Project, WSSPR).

Over autumn/winter 2022, the team piloted a new sister project, Creative Grow Well, an indoor-based therapeutic programme which used nature-based arts and crafts to engage participants who were unlikely to volunteer in gardens over the cold winter months. This enabled those who may have disengaged or been unlikely to be referred or self-refer in the cold months, to fully take part in Grow Well.

Having secured 2 years funding in 2021, the project has increased its staff team and reach. Grow Well achieved 3 Green Flag Awards, CLAS Award and won national awards with NHS Forest Award (Health) and Keep Wales Tidy's Best of the Best Award (Health).

#### Education

Grow Cardiff secured a further contract with Trees for Cities and employed more staff to train teachers and children from 10 primary schools (English and Welsh medium) over the course of the year supporting over 1,000 children to experience hands-on gardening training and over 200 teachers.

The charity continues to support early years learning, running workshops for 10 nurseries across the city in partnership 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.

Mentoring and consultancy: Grow Cardiff has continued to offer our experience and expertise to mentor other projects, this year partnering with Renew Wales to support a church community garden project, and an allotment project seeking to develop social prescribing.

#### Sustaining and developing Grow Cardiff:

Trustees and staff have invested considerable time and energy in reviewing the charity's aims, objectives, mission, values and vision in a newly developed strategic plan. This seeks to underpin, strengthen and guide the charity's future and has notably led to securing core funding and new operational developments: securing funding to create a new Admin & Finance Officer role to improve day-to-day systems across the charity, outsourcing payroll, work on a new Grow Cardiff website and securing funding for a new Electric Van.

Grow Cardiff's work benefits society by educating children and young people in hands-on skills, learning and love of the outdoors. The team 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 inner city.

Through the charity's social prescribing work, Grow Cardiff is reaching out to those who often are very isolated and disengaged from their local community. The team uses community gardening as a tool that promotes health and well-being, social interaction, healthier diet, friendship, personal development and social connection.

#### **Achievements against objectives set**

The objectives of Grow Cardiff have been to support more people of all ages experiencing disadvantage, mental or physical health difficulties or loneliness, to thrive through community gardening, whether in a school setting, allotment, community centre or health centre. This year the charity has increased the number of children and teachers participating in schools work and the number of adults engaged in therapeutic community gardens work.

# GROW CARDIFF

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2023

---

In addition, Grow Cardiff set objectives to:

**Consolidate project funding** to continue to meet demand for community-based 'green' initiatives. The charity has increased income for social therapeutic community gardening (the Grow Well project) and increased match funding for new developments of Grow Well.

**Generate unrestricted income** - Grow Cardiff has secured a further contract to deliver the Edible Playgrounds programme for a further year and continue to develop mentoring and consultancy work. The team are in the process of completely overhauling the Grow Cardiff website and seeking to apply for further unrestricted funding for core work.

**Develop a Grow Cardiff 'hub'** - The team are trialling an office hub with The Sustainable Studio and are excited by the potential of this partnership.

#### **Performance of fundraising activities against objectives set**

Fundraising objectives for 2022-23 were to secure income for core development, new and existing projects and to increase unrestricted income via service delivery contracts, together with mentoring and consultancy.

The charity's total restricted received income increased this year from £110,996 (2021-22) to £181,578. Some of the charity's income relates to both current and future accounting periods; in accordance with the requirement to prepare these accounts on the Accruals Basis (see "Change of Accounts Basis", below), that part of income which relates to future periods has been treated as Deferred Income, and is reported in notes 10 and 11 to the accounts. Therefore the amounts recognised in the current year is £141,030 and £59,248 2021-2022.

Notable funds included:

- Moondance Foundation (£35,637)
- WCVA Third Sector Resilience Fund (£31,600)

For core development (funding the Director, Admin & Finance post):

- Securing the second instalment of an Cardiff & Vale Health Charity/ NHS Charities Together grant (£48,879).
- Cardiff & Vale University Health Board/Public Health (£19,967) for the sustainability and development of the Grow Well project.
- Social Farms & Gardens (£35,000) for the purchase of an Electric Van to transport produce, gardening equipment and materials across the city to a variety of Grow Cardiff gardens/schools.

These funds enabled the charity to become more sustainable as Grow Cardiff has secured core income and new and match funding for existing projects.

Grow Cardiff increased its unrestricted income from £17,991 (2021-22) to £75,341. This was due to securing a further contract with Trees for Cities to deliver the Edible Playgrounds programme with 10 schools across Cardiff. It is anticipated that the Edible Playgrounds contract will be renewed for 2023-24, enabling the charity to support over 40 primary schools to develop their own edible, biodiverse community gardens. Funding was also secured from SW Cardiff Primary Care Cluster.

Additional unrestricted funding was secured through mentoring and consultancy work. This is an area the charity seeks to develop over the coming year.



# GROW CARDIFF

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2023

---

#### Financial review

Total income for the year was £211,371 being £70,341 of unrestricted funds and £141,030 of restricted funds.

The unrestricted funds carried forward at the year end were £41,779 and restricted funds of £18,847.

#### Change of Accounts Basis

In previous years, the charity's accounts have been prepared on a Receipts and Payments basis. In 2023-24, however, gross income has exceeded £250,000 for the first time. Accordingly, these accounts have been prepared on an Accruals basis, and have been independently examined by a member of one of the accountancy bodies listed in the Charities Act 2011.

#### Review of the charity's financial position

At the end of the reporting period cash funds, held in a bank account or as unspent balances on prepaid cards, totalled £158,460.

#### Reserves policy

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.

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 and therefore provide an additional means to cover staff costs.

Amount of reserves held are £41,779. This is represented in unrestricted funds.

#### Going concern

Grow Cardiff must continue to secure core funding to enable organisational and strategic development of the charity and project funding to enable delivery of operational objectives.

#### Principal sources of funds (including any fundraising)

Grants from:

- Cardiff & Vale Health Charity/NHS Charities Together
- Moondance Foundation
- WCVA Third Sector Resilience Fund
- Social Farms & Gardens
- Cardiff & Vale University Health Board/Public Health

Contract for services:

- Trees for Cities (delivery of Edible Playgrounds programme)

#### Principal risks facing the charity

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 2022-23 and a 2-year grant for the Grow Well project (secured 2021-22) has mitigated this risk. Going forward, the charity seeks to secure longer term funding for more than 2 years at a time.

As the number of staff employed on the Grow Well project has been increasing, then the amount of the charity Director's time that is required to manage the project has also increased; there is a recognised risk of this becoming detrimental to the running of the charity. To address this risk, it has been agreed between the Director and the Trustees that, during the forthcoming 2023-24 year, the staffing of the project will be altered, and, through training and development, a new, supervisory layer will be introduced, and so reducing the amount of time that the Director has to dedicate to the project.

# **GROW CARDIFF**

## **TRUSTEES' REPORT (CONTINUED)**

### **FOR THE YEAR ENDED 31 MARCH 2023**

---

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

##### **Constitution**

The organisation became a Charitable Incorporated Organisation (CIO) on 8 May 2015. The charity's governing document is CIO - Association Registered 8 May 2015.

##### **Trustee recruitment**

Potential trustees are invited to join board meetings and 'shadow', to understand the structure and set-up of the board and its work. Thereafter, if the individual wishes to join the board and the board agrees that this is in the interest of the charity's aims, the individual 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.

##### **Trustee induction and training**

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. This process is guided by reference to the charity's 'trustee skills/experience matrix' which is used to determine 'gaps' across the board. Trustees aim to attract as diverse a range of backgrounds and relevant skills and experience as possible. 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**

Volunteer participants are at the heart of our organisation, supported by a team of lead volunteers, 6 part-time staff (who focus on education, health and community workstreams), supported by an Admin & Finance Officer, all overseen by a Director, accountable to a board of trustees with a Chair, Treasurer and Secretary.

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.

In addition, the charity has forged new corporate partnerships with Lovell, Knights Brown and the Probation Service, Community Payback team.

Grow Cardiff is committed to an on-going relationship with London-based charity Trees for Cities, with whom it delivers the Edible Playgrounds programme in partnership with Cardiff Council



# GROW CARDIFF

## TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

---

### Reference and Administrative details

**Charity name**  
Grow Cardiff

**Registered charity number**  
1161591

**Charity's principal address**  
460 Cowbridge Road West, Cardiff CF5 5BZ

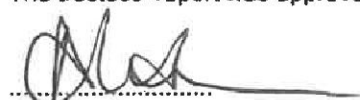
### Trustees

Francoise Curtis  
Sarah Griffiths (Chair) until 22/06/23  
Anna Harris resigned 02/09/22  
Dr Jemma Hawkins  
Alun Jones (Chair) from 9/11/23  
Aisling Judge  
Stephen Parry-Langdon (Treasurer)  
Penelope Smith (Secretary)  
Nicola Thomas  
John Daniel Owen appointed 17/11/2022


### Senior staff members

Isla Horton (Director)

The trustees' report was approved by the Board of Trustees.



Alun Jones (Chair)



Stephen Parry-Langdon (Treasurer)

Date: 25/1/24

# GROW CARDIFF

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF GROW CARDIFF

---

I report to the trustees on my examination of the financial statements of Grow Cardiff (the charity) for the year ended 31 March 2023.

### Responsibilities and basis of report

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

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

### Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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 charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do 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 financial statements to be reached.



**Claire Thompson FCCA DChA**  
**Azets Audit Services**

Ty Derw, Lime Tree Court  
Cardiff Gate Business Park  
Cardiff  
CF23 8AB  
United Kingdom

Dated: 29-01-2024

# GROW CARDIFF

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

		Unrestricted funds	Restricted funds	Total	Unrestricted funds As restated 2022	Restricted funds As restated 2022	Total As restated 2022
	Notes	2023 £	2023 £	2023 £	2022 £	2022 £	2022 £
<b>Income from:</b>							
Charitable activities	3	70,341	141,030	211,371	18,993	59,248	78,241
<b>Expenditure on:</b>							
Charitable activities	4	46,575	122,315	168,890	29,170	71,394	100,564
<b>Net incoming/(outgoing) resources before transfers</b>							
		23,766	18,715	42,481	(10,177)	(12,146)	(22,323)
<b>Gross transfers between funds</b>							
		1,962	(1,962)	-	(193)	193	-
<b>Net income/(expenditure) for the year/ Net movement in funds</b>							
		25,728	16,753	42,481	(10,370)	(11,953)	(22,323)
<b>Fund balances at 1 April 2022</b>							
		16,051	2,094	18,145	26,421	14,047	40,468
<b>Fund balances at 31 March 2023</b>							
		41,779	18,847	60,626	16,051	2,094	18,145

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

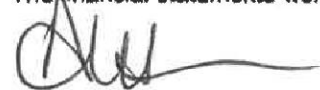
# GROW CARDIFF

## BALANCE SHEET

AS AT 31 MARCH 2023

	Notes	2023 £	£	2022 £	£ As restated
<b>Current assets</b>					
Debtors	9	2,062		-	
Cash at bank and in hand		156,504		68,893	
		<u>158,566</u>		<u>68,893</u>	
<b>Creditors: amounts falling due within one year</b>	10	(97,940)		(50,748)	
Net current assets			<u>60,626</u>		<u>18,145</u>
<b>Income funds</b>					
Restricted funds	12		18,847		2,094
Unrestricted funds			41,779		16,051
			<u>60,626</u>		<u>18,145</u>

The financial statements were approved by the Trustees on 25/1/24



Alun Jones (Chair)



Stephen Parry-Langdon (Treasurer)

# GROW CARDIFF

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 MARCH 2023

---

#### 1 Accounting policies

##### Charity information

Grow Cardiff is a charitable incorporated organisation.

##### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's [governing document], the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

##### Restatement of comparative information

The 2022 figures have been restated to account for the funds of the charity on an accruals basis.

The effect of the change in accounting basis is to restate the charity's income, assets and liabilities.

##### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

##### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

##### 1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

# GROW CARDIFF

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2023

---

#### 1 Accounting policies

(Continued)

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

#### 1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

#### 1.6 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.7 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

##### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.



# GROW CARDIFF

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

---

### 1 Accounting policies

(Continued)

#### ***Derecognition of financial liabilities***

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

#### **1.8 Employee benefits**

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

# GROW CARDIFF

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

### 3 Charitable activities

	2023 £	2022 £
		As restated
Charitable activities	56,356	14,800
Consultancy and workshops	5,975	1,820
Performance related grants	141,030	60,248
Other income	8,010	1,373
	<u>211,371</u>	<u>78,241</u>
<b>Analysis by fund</b>		
Unrestricted funds	70,341	18,993
Restricted funds	141,030	59,248
	<u>211,371</u>	<u>78,241</u>
WCVA	16,124	-
The Beacon Lodge Charitable Trust	3,000	-
Comic Relief	-	18,671
Moondance Foundation	35,637	-
Cardiff & Vale Health Charity/NHS Charities Together	49,556	21,188
Cardiff Third Sector Council - Hau Third Sector Fund	2,995	-
Cardiff and Vale ULHB	19,967	-
The National Lottery Community Fund	5,734	4,220
Track 2000	7,517	7,453
Other	500	8,716
	<u>141,030</u>	<u>60,248</u>

# GROW CARDIFF

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

### 4 Charitable activities

	2023 £	2022 £
Staff costs	114,461	73,414
Insurance	722	365
Other costs and charitable activities	42,852	21,277
It & Software costs	1,731	1,148
Travel costs	1,400	541
Advertising & marketing	385	1,430
Premise costs	3,125	2,127
	<u>164,676</u>	<u>100,302</u>
Share of support costs (see note 5)	2,514	112
Share of governance costs (see note 5)	1,700	150
	<u>168,890</u>	<u>100,564</u>
<b>Analysis by fund</b>		
Unrestricted funds	46,575	29,170
Restricted funds	122,315	71,394
	<u>168,890</u>	<u>100,564</u>

### 5 Support costs

	Support costs £	Governance costs £	2023 £	Support costs £	Governance costs £	2022 £
Professional fees and banking fees	2,514	-	2,514	112	-	112
Independent examiners fees	-	1,700	1,700	-	150	150
	<u>2,514</u>	<u>1,700</u>	<u>4,214</u>	<u>112</u>	<u>150</u>	<u>262</u>
Analysed between Charitable activities	<u>2,514</u>	<u>1,700</u>	<u>4,214</u>	<u>112</u>	<u>150</u>	<u>262</u>

### 6 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

# GROW CARDIFF

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2023

#### 7 Employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
	7	5

#### Employment costs

	2023 £	2022 £
Wages and salaries	114,461	73,414

The total salary costs (including employers national insurance and pension contributions) paid to Key Management Personnel is £31,000 (2022: £26,000)

There were no employees whose annual remuneration was more than £60,000.

#### 8 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

#### 9 Debtors

	2023 £	2022 £
Amounts falling due within one year:		
Prepayments and accrued income	2,062	-

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

	Notes	2023 £	2022 £
Deferred income	11	91,296	50,748
Trade creditors		3,944	-
Accruals and deferred income		2,700	-
		97,940	50,748

#### 11 Deferred income

	2023 £	2022 £
Other deferred income	91,296	50,748

Deferred income is included in the financial statements as follows:

# GROW CARDIFF

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2023

#### 11 Deferred income

(Continued)

	2023 £	2022 £
Deferred income is included within:		
Current liabilities	91,296	50,748
	<u>          </u>	<u>          </u>
Movements in the year:		
Deferred income at 1 April 2022	50,748	-
Released from previous periods	(44,943)	-
Resources deferred in the year	85,491	50,748
	<u>          </u>	<u>          </u>
Deferred income at 31 March 2023	91,296	50,748
	<u>          </u>	<u>          </u>

# GROW CARDIFF

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

### 12 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 April 2021 £	Movement in funds			Transfers £	Balance at 1 April 2022 £	Movement in funds			Transfers £	Balance at 31 March 2023 £
		Incoming resources £	Resources expended £				Incoming resources £	Resources expended £			
Moondance Foundation	29,873	-	(28,353)	-	-	1,520	35,637	(23,431)	-	-	13,726
Grow Well (Winter Pressures Fund)	-	3,615	(3,336)	-	-	279	-	(264)	(15)	-	-
Grow Well (Hau Third Sector Grant March 2022)	-	3,701	(3,700)	(1)	-	-	-	-	-	-	-
SHEP	-	100	(294)	194	-	-	-	(19)	19	-	-
Grow Well (Soil Association March 2022)	-	150	-	-	-	150	-	(150)	-	-	-
Comic Relief	(15,826)	18,671	(2,845)	-	-	-	-	(56)	-	-	(56)
Grow Well (2021)	-	150	(5)	-	-	145	-	(13)	-	-	132
NHS Charities together	-	21,188	(21,188)	-	-	-	49,556	(49,556)	-	-	-
Track 2000	-	7,453	(7,453)	-	-	-	7,517	(6,125)	-	-	1,392
Thrive (WCVA)	-	-	-	-	-	-	16,124	(15,203)	-	-	921
Schools (Beacon Lodge)	-	-	-	-	-	-	3,000	(3,192)	192	-	-
Grow Well (ASDA)	-	-	-	-	-	-	500	(447)	-	-	53
S3SC HAU	-	-	-	-	-	-	2,995	(3,124)	129	-	-
Grow Well (CVUHB)	-	-	-	-	-	-	19,967	(18,383)	(1,584)	-	-
Growing Companions (Awards for All)	-	4,220	(4,220)	-	-	-	5,734	(2,352)	(703)	-	2,679
	14,047	59,248	(71,394)	193		2,094	141,030	(122,315)	(1,962)		18,847



## **GROW CARDIFF**

### **NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023**

<b>12</b>	<b>Restricted funds</b>	<b>(Continued)</b>
	<b>Moondance Foundation</b>	
	Funding from Moondance Foundation to support the strategic development of the charity through core funding of the Director's post.	
	<b>Grow Well (Winter Pressures Fund)</b>	
	Funding from C3SC (Cardiff Third Sector Fund) to enable equipment and materials to be purchased for the Grow Well project over the winter period.	
	<b>Grow Well (Hau Third Sector Grant March 2022)</b>	
	Funding from C3SC (Cardiff Third Sector Fund) to development of the Grow Well Riverside site (resources).	
	<b>Grow Well (Soil Association March 2022)</b>	
	Funding from Soil Association to Seed potatoes for Grow Well project gardens.	
	<b>Comic Relief</b>	
	Funding from Comic Relief for Strategic and core development of the charity (including Director's post).	
	<b>Grow Well NHS Charities together/Cardiff and Vale Health Charity</b>	
	To fund the Grow Well project (staff and resources) over a 2 year period.	
	<b>Track 2000</b>	
	To fund the Volunteer Mentor post at Riverside Community Garden and the development of the site and upskilling of volunteers.	

## **GROW CARDIFF**

### **NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023**

<b>12</b>	<b>Restricted funds</b>	<b>(Continued)</b>
	<b>Thrive (WCVA)</b>	
	Funding from WCVA for core development of the charity, including Admin & Finance Officer post, website development and electric van match funding.	
	<b>Schools (Beacon Lodge)</b>	
	Funding from Beacon Lodge Charitable Trust to support the delivery of workshops to schools through the Food and Fun programme in the summer holidays.	
	<b>Grow Well (ASDA)</b>	
	Funding from ASDA to provide a potting shed for the Grow Well project.	
	<b>C3SC HAU</b>	
	Funding from C3SC (Cardiff Third Sector Fund) to employ a Volunteer Mentor at Riverside Community Garden and develop the site and volunteer skills base.	
	<b>Grow Well (CVUHB)</b>	
	Match funding for the Grow Well project (staff and resources).	
	<b>Growing Companions (Awards for All)</b>	
	Funding from The National Lottery Community Fund to development and delivery of the Growing Companions project.	

# GROW CARDIFF

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2023

#### 13 Analysis of net assets between funds

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Fund balances at 31 March 2023 are represented by:						
Current assets/(liabilities)	41,779	18,847	60,626	16,051	2,094	18,145
	<u>41,779</u>	<u>18,847</u>	<u>60,626</u>	<u>16,051</u>	<u>2,094</u>	<u>18,145</u>

#### 14 Related party transactions

One trustees is a relative of an employee. Any potential conflict of interest is managed in line with Charity Commission guidance.

There were no other disclosable related party transactions during the year (2022 - none).

