

GROW CARDIFF
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

GROW CARDIFF

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GROW CARDIFF

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2024

The trustees present their annual report and financial statements for the year ended 31 March 2024.

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

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

Summary of the main activities

Grow Cardiff's activities focus on three areas of public benefit: Health, Education and Community. Activities are enabled through the charity's commitment to develop and sustain its work for as long as its services are needed. Trustees and staff are committed to using community gardening as a tool to improve the lives and places of people living in communities across Cardiff, in particular those disadvantaged through poverty and exclusion.

Health

Grow Cardiff continues to deliver and develop the Grow Well project in partnership with the Southwest Cardiff Primary Care Cluster. The social prescribing project supports adults struggling with their mental and/or physical health, loneliness and isolation – often a complex mix of on-going problems. The project has been delivered across three sites in southwest Cardiff and supported just over 100 patients to engage in weekly therapeutic community garden sessions for health and wellbeing. In May 2023 funding for Grow Well was successfully secured for two years from NHS Charities Together, in partnership with Cardiff & Vale Health Charity. To support more vulnerable local people to engage in activities over the colder winter months, the indoor 'Creative Grow Well' ran successfully for its second year.

In addition, Grow Cardiff has conducted a feasibility study to explore a potential fourth Grow Well garden in partnership with the City & South Cluster. This new site looks to support the populations of Grangetown, Butetown, central Cardiff and Cardiff Bay. Grow Cardiff successfully tendered to Cardiff & Vale University Health Board to deliver this service. New staff will be recruited to the Grow Cardiff team with delivery due to commence summer 2024.

Grow Cardiff is seeking to renew its successful partnership with the Wales School of Social Prescribing Research (WSSPR) later in 2024, to conduct an independent evaluation of the impact of the Grow Well project on participant health and wellbeing over a 4 year period.

Education

Over the last year, Grow Cardiff has worked with 20 primary schools in Cardiff, training teachers, teaching assistants and children to successfully develop and grow their own community gardens. Much of this work has been delivered through the Edible Playgrounds programme, developed in partnership with Trees for Cities.

Communities

Grow Cardiff has continued to support, mentor and provide consultancy to a number of community gardens and projects across the city and beyond Cardiff. In particular, Grow Cardiff has supported Riverside Community Garden, Pontcanna Permanent Allotments. Our work was highlighted in a BBC series. To secure the future of Riverside Community Garden, the charity has begun a new partnership with Cardiff Salad Garden, who will manage the project and site from April 2024.

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TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

Sustaining Grow Cardiff

As external operations have developed over the year, it has been vital to develop a corresponding internal infrastructure to support and sustain the charity. Work has been undertaken to significantly improve Grow Cardiff's financial systems, planning, policies and procedures, staff training and support, and fundraising. Key developments have included the development of a Theory of Change, purchase of a new Electric Van, website upgrade and the move of the team office to The Sustainable Studio.

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 volunteers active in gardens also providing vital insight in 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, beekeeping, to supporting patients engaging in the Grow Well project and in the strategic development of the charity at board level.

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

Grow Cardiff 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: working therapeutically (occupational therapy training), working with teachers and children to grow in schools, Food Hygiene, Beekeeping and played a significant role in developing Grow Cardiff's Theory of Change.

In addition, Grow Cardiff has supported groups of volunteers from corporate partners whose staff have worked at the charity's community gardens on staff wellbeing days.

Achievements and performance

Through our **Health** workstream, Grow Cardiff has continued to develop the Grow Well project at three therapeutic community garden sites across the city, in partnership with the SW Cardiff Primary Care Cluster. This was enabled through Grow Cardiff securing a £197K grant in partnership with Cardiff & Vale Health Charity and NHS Charities Together. To date, it is the largest grant the charity has secured and has enabled significant new project developments. Over the course of the year the charity has supported 94 patients and local people who self-referred to improve their mental health and wellbeing through weekly therapeutic community garden sessions. 790 visitors engaged in garden activities or events over the same period. The charity also engaged and supported 20 adults in therapeutic, nature-based indoor crafts, who for health reasons, were unable to attend outdoor sessions from November 2023 - March 2024 through the indoor Creative Grow Well project. The gardens attracted over 500 visitors and staff engaged more than 500 people through events. All of the Grow Well gardens have grown and shared fruit, vegetables and herbs with participants and their surrounding local communities. Significant landscaping and infrastructure developments have taken place across all of the sites, such as the new all-weather garden shelter at Riverside Health centre.

Grow Cardiff was the only charity in Wales to secure 2 year funding for Grow Well through NHS Charities Together/ Cardiff & Vale Health charity. This has enabled the charity to increase the number and length of Grow Well sessions and increase staffing capacity in order to provide increased support to more local people. These developments were enabled through the creation of a new Grow Well Co-ordinator post to oversee operational developments.

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TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

In the **Education** workstream, Grow Cardiff completed training for the 2022-23 cohort of Edible Playground primary schools and having secured a further contract with Trees for Cities, began work with a new 2023-24 cohort. In total, the charity has worked simultaneously with 18 schools across the city this year. Grow Cardiff is proud to have adapted its programme and approach to support the learning needs of Welsh medium schools as well as those supporting children with special educational needs. Grow Cardiff's School Engagement Officers trained 442 staff and supported 2,484 children to take part in hands-on educational workshops, teaching adults and children alike how to grow and sustain their school gardens year-round. In response to feedback from schools, Grow Cardiff co-designed and delivered a follow up 'second year' support training package for schools who had previously taken part in the Edible Playgrounds programme, who sought refresher training for staff.

Community

Grow Cardiff continued to mentor three community garden projects as well as support volunteers to grow and share food at Riverside Community Garden. Following a review of the structure and support needed to take the project forward, the Grow Cardiff trustees and staff, in agreement with Riverside Community Garden volunteers, supported the project to transition management of the garden to Cardiff Salad Garden. This will enable further funding, staffing and development of the project and secure its longer term future.

The charity is proud to have been awarded four Green Flag Awards this year for its community gardens. In addition, the Riverside Health Centre site was a national finalist in the BBC One Show/RHS Community Garden of the Year awards.

Achievements against objectives set

Over the last 12 months Grow Cardiff has:

- Increased the number of adults engaged in therapeutic community gardening activity
- Increased the capacity, biodiversity and food grown across the charity's community gardens
- Engaged, supported and trained more teachers and children to grow and sustain their own gardens
- Mentored and supported new and struggling community garden projects
- Begun a Theory of Change process
- Increased the size of the staff team
- Restructured the Grow Well team to increase delivery
- Used the restructure to free up core staff time for new strategic developments, thus increasing management resilience
- Purchased an electric van
- Upgraded the charity's website
- Moved to a new office base
- Increased the diversity, skill and experience of the board of trustees

Performance of fundraising activities against objectives set

Fundraising objectives for 2023-24 were to continue to secure income for core development, new and existing projects and to increase unrestricted income via service delivery contracts, together with mentoring and consultancy.

Grow Cardiff is proud to have been awarded £197K over two years to support the delivery and development of the Grow Well project. This is the charity's most significant grant to date and marks a step change in the level of income it has been able to secure.

Grow Cardiff continues to be committed to increasing unrestricted income and reducing dependency on restricted grant funding. This year the charity has successfully secured a further contract with Trees for Cities to develop the Edible Playgrounds programme. In addition, it has secured a two year £30K grant with The Fore to fund its Director's post to enable new strategic development.

The charity's total received restricted income increased this year from £141K (2022-23) to £195K.

GROW CARDIFF

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

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

Notable funds included:

- The Fore: £15,000 (Director's post)
- The National Lottery, People's Project: £10,000 (for the new Grow Well Co-ordinator's post)
- First instalment of £197K Cardiff & Vale Health Charity/NHS Charities Together grant (for Grow Well)

Grow Cardiff decreased its unrestricted income from £70K (2022-23) to £36K.

This reduction was due to increased income in 2022-23 due to a 'one off' arrears payment of Employment Allowance dating back several years; and the timing of receipts, meaning that income for the Schools' contract through Edible Playgrounds was lower. New sources of unrestricted funding were secured through mentoring and consultancy work. Grow Cardiff is committed to increasing its unrestricted income over the coming year.

Investment performance against objectives

For the second year, Grow Cardiff's finances have been prepared on an Accruals basis. (Previously they were prepared on a Cash basis.)

Financial review

Total income for the year was £231,235 being £35,805 of unrestricted funds and £195,430 of restricted funds.

The unrestricted funds carried forward at the year end were £62,159 (2023: £41,779) and restricted funds of £18,184 (2023: £18,847). The free reserves were £34,837 (2023: £41,779).

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 £105K.

Policy for holding reserves

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.

3 months' salary from April - June 2024 amounts to £42,370. With free reserves of £34,837, the charity was £7,533 short of meeting its reserves policy. Trustees to address this as a matter of concern going forward.

Amount of reserves held are £34,837.

GROW CARDIFF

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

The charity's principal sources of funds (including any fundraising)

Grants from:

- Cardiff & Vale Health Charity/NHS Charities Together
- The National Lottery Community Fund
- The Fore
- Glamorgan Voluntary Services
- Cardiff & Vale University Health Board
- Cardiff Council

Contract for services:

- Trees for Cities (for the delivery of the Edible Playgrounds programme)

Grow Cardiff has also secured unrestricted income through workshops, mentoring and consultancy

Grow Cardiff has received significant in-kind funding to physically redevelop its sites through Keep Wales Tidy, Local Places for Nature project

Principal risks facing the charity

The principal risk is maintaining a range of income sources, particularly for sustainability of our core work and the Grow Well project – our most significant project delivery. Grow Cardiff continues to be reliant on grants for the majority of its work. Securing funding for core posts and a two year grant for the Grow Well project mitigated these risks for 2023-24 and 2024-25. However, going forward, the charity needs to secure longer term funding for more than two years at a time. The risk to the charity would be lessened by securing more unrestricted, non-grant funding.

In the 2022-23 TAR, it was noted that a significant risk to the charity was the use of the Director's time to oversee the charity's main operational delivery: the Grow Well project. In 2023-24, core funding was secured for a Grow Well Co-ordinator post, which freed up the Director's time to focus on strategic objectives, including alternative funding sources.

In June 2023 the long serving Grow Cardiff Chair stepped down from the role due to unexpected personal circumstances with no prospective of a new Chair in place. However, following a short period of reflection, the board and staff were delighted to accept the offer of existing trustee, Alun Jones, who comes to the role with decades of experience in the third and private sectors.

Grow Cardiff must continue to secure core funding to enable organisational and strategic development of the charity. It is important that the core posts and systems have sufficient resources to grow proportionately with increasing project delivery. In addition, Grow Cardiff must secure on-going project funding to deliver against organisational objectives and secure staff posts to enable this

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.

GROW CARDIFF

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

Induction and training of trustees

After an initial conversation with the Director/Chair of trustees, 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 complement 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, in order to reflect the communities the charity serves. All new trustees must complete a 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.

Organisational structure and any wider network with which the charity works

Volunteer participants are at the heart of our organisation. They are supported by a team of lead volunteers and 7 part-time staff (who focus on education, health and community workstreams). The delivery team is supported by an Admin & Finance Officer and Grow Well Evaluation Officer, overseen by a Director who is accountable to the Grow Cardiff 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 corporate partnerships with Lovell, Knights Brown, Starbucks and Hubbub. Key partnerships in the community include ACE (Action in Caerau and Ely), the Probation Service, Community Payback team and Keep Wales Tidy.

Related parties

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 2024

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 June 2023

Dr Jemma Hawkins

Alun Jones (Chair) from 9 November 2023

Aisling Judge

Stephen Parry-Langdon (Treasurer)

Penelope Smith (Secretary)

Nicola Thomas

John Daniel Owen

Geoff Smith - appointed 25 January 2024

Senior staff members

Isla Horton (Director)

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

Alun G Jones

.....
Alun Jones (Chair)



.....
Stephen Parry-Langdon (Treasurer)

Date: 30-01-2025.....

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 2024.

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.



Craig Yearsley FCCA

Azets Audit Services

c/o Azets

Ty Derw, Lime Tree Court

Cardiff Gate Business Park

Cardiff

CF23 8AB

United Kingdom

Dated: **31 January 2025**

GROW CARDIFF

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2024

		Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	Notes	2024 £	2024 £	2024 £	2023 £	2023 £	2023 £
<u>Income from:</u>							
Donations and legacies	3	419	500	919	-	-	-
Charitable activities	4	35,386	194,930	230,316	70,341	141,030	211,371
Total income		35,805	195,430	231,235	70,341	141,030	211,371
<u>Expenditure on:</u>							
Charitable activities	5	58,064	153,454	211,518	46,575	122,315	168,890
Net (outgoing)/incoming resources before transfers		(22,259)	41,976	19,717	23,766	18,715	42,481
Gross transfers between funds		42,639	(42,639)	-	1,962	(1,962)	-
Net income/(expenditure) for the year/							
Net movement in funds		20,380	(663)	19,717	25,728	16,753	42,481
Fund balances at 1 April 2023		41,779	18,847	60,626	16,051	2,094	18,145
Fund balances at 31 March 2024		62,159	18,184	80,343	41,779	18,847	60,626

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 2024

	Notes	2024 £	£	2023 £	£
Fixed assets					
Tangible assets	10		27,322		-
Current assets					
Debtors	11	3,012		2,062	
Cash at bank and in hand		105,382		156,504	
		108,394		158,566	
Creditors: amounts falling due within one year	12	(55,373)		(97,940)	
Net current assets			53,021		60,626
Total assets less current liabilities			80,343		60,626
Income funds					
Restricted funds	14		18,184		18,847
<u>Unrestricted funds</u>					
Designated funds	15	27,322		-	
General unrestricted funds		34,837		41,779	
			62,159		41,779
			80,343		60,626

The financial statements were approved by the Trustees on 30-01-2025

Alun G Jones
.....
Alun Jones (Chair)


.....
Stephen Parry-Langdon (Treasurer)

GROW CARDIFF

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

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.

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.

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.

GROW CARDIFF

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

(Continued)

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 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Motor vehicles	20% reducing balance
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The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 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.

1.9 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.

GROW CARDIFF

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

(Continued)

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.

Derecognition of financial liabilities

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

1.10 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.

1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

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.

3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Total
	2024 £	2024 £	2024 £	2023 £
Donations and gifts	419	500	919	-

GROW CARDIFF

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

4 Charitable activities

	2024 £	2023 £
Charitable activities	20,186	56,356
Consultancy and workshops	1,257	5,975
Performance related grants	208,873	141,030
Other income	-	8,010
	<u>230,316</u>	<u>211,371</u>
Analysis by fund		
Unrestricted funds	35,386	70,341
Restricted funds	194,930	141,030
	<u>230,316</u>	<u>211,371</u>
WCVA (Thrive)	15,476	16,124
The Beacon Lodge Charitable Trust	-	3,000
Comic Relief	5,805	-
Moondance Foundation	-	35,637
Cardiff & Vale Health Charity/NHS Charities Together	35,015	49,556
Cardiff Third Sector Council - Hau Third Sector Fund	-	2,995
Cardiff and Vale ULHB	-	19,967
The National Lottery Community Fund	-	5,734
Track 2000	-	7,517
Plot to Pantry	35,000	-
Grow Well (Direct Food)	7,470	-
Grow Well (Greener Communities Fund)	61,923	-
Grow Well (Other)	68	-
Riverside Community Garden (Awards for All)	9,781	-
Grow Well (National Lottery Peoples Project)	5,838	-
Grow Well (Third Sector Capital Fund)	9,868	-
Creative Grow Well (SW Cluster 23-24)	7,629	-
The Fore	15,000	-
	<u>208,873</u>	<u>141,030</u>

GROW CARDIFF

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

5 Charitable activities

	2024 £	2023 £
Staff costs	150,901	114,461
Depreciation and impairment	6,830	-
Insurance	2,531	722
Other costs and charitable activities	35,211	42,852
It & Software costs	1,919	1,731
Travel costs	1,580	1,400
Advertising & marketing	5,473	385
Premise costs	4,659	3,125
	<u>209,104</u>	<u>164,676</u>
Share of support costs (see note 6)	274	2,514
Share of governance costs (see note 6)	2,140	1,700
	<u>211,518</u>	<u>168,890</u>
Analysis by fund		
Unrestricted funds	58,064	46,575
Restricted funds	153,454	122,315
	<u>211,518</u>	<u>168,890</u>

6 Support costs

	Support costs £	Governance costs £	2024 £	Support costs £	Governance costs £	2023 £
Professional fees and banking fees	274	-	274	2,514	-	2,514
Independent examiners fees	-	2,140	2,140	-	1,700	1,700
	<u>274</u>	<u>2,140</u>	<u>2,414</u>	<u>2,514</u>	<u>1,700</u>	<u>4,214</u>
Analysed between Charitable activities	274	2,140	2,414	2,514	1,700	4,214

Governance costs includes payments to the independent examiners of £2,140 (2023: £1,700).

GROW CARDIFF

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

7 Trustees

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

8 Employees

The average monthly number of employees during the year was:

	2024 Number	2023 Number
	9	7
Employment costs	2024	2023
	£	£
Wages and salaries	147,641	114,461
Other pension costs	3,260	-
	150,901	114,461

The total salary costs (including employers national insurance and pension contributions) paid to Key Management Personnel is £33,272 (2023: £31,000)

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

9 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.

10 Tangible fixed assets

	Motor vehicles £
Cost	
Additions	34,152
At 31 March 2024	34,152
Depreciation and impairment	
Depreciation charged in the year	6,830
At 31 March 2024	6,830
Carrying amount	
At 31 March 2024	27,322

GROW CARDIFF

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

11 Debtors

	2024 £	2023 £
Amounts falling due within one year:		
Trade debtors	3,012	-
Prepayments and accrued income	-	2,062
	<u>3,012</u>	<u>2,062</u>

12 Creditors: amounts falling due within one year

	Notes	2024 £	2023 £
Deferred income	13	51,971	91,296
Trade creditors		1,362	3,944
Accruals and deferred income		2,040	2,700
		<u>55,373</u>	<u>97,940</u>

13 Deferred income

	2024 £	2023 £
Other deferred income	51,971	91,296

Deferred income is included in the financial statements as follows:

	2024 £	2023 £
Deferred income is included within:		
Current liabilities	51,971	91,296
Movements in the year:		
Deferred income at 1 April 2023	91,296	50,748
Released from previous periods	(91,296)	(44,943)
Resources deferred in the year	51,971	85,491
Deferred income at 31 March 2024	<u>51,971</u>	<u>91,296</u>

GROW CARDIFF

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

14 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 2022 £	Movement in funds			Transfers £	Balance at 1 April 2023 £	Movement in funds			Transfers £	Balance at 31 March 2024 £
		Incoming resources £	Resources expended £				Incoming resources £	Resources expended £			
Moondance Foundation	1,520	35,637	(23,431)		-	13,726	-	(11,861)		(1,865)	-
Grow Well (Winter Pressures Fund)	279	-	(264)		(15)	-	-	-		-	-
SHEP	-	-	(19)		19	-	-	-		-	-
Grow Well (Soil Association March 2022)	150	-	(150)		-	-	-	-		-	-
Comic Relief	-	-	(56)		-	(56)	5,805	-		(5,749)	-
Grow Well (2021)	145	-	(13)		-	132	-	-		-	132
NHS Charities together	-	49,556	(49,556)		-	-	35,015	(21,266)		-	13,749
Track 2000	-	7,517	(6,125)		-	1,392	-	-		(1,392)	-
Thrive (WCVA)	-	16,124	(15,203)		-	921	15,476	(12,223)		(4,174)	-
Schools (Beacon Lodge)	-	3,000	(3,192)		192	-	-	-		-	-
Grow Well (ASDA)	-	500	(447)		-	53	-	-		-	53
S3SC HAU	-	2,995	(3,124)		129	-	-	-		-	-
Grow Well (CVUHB)	-	19,967	(18,383)		(1,584)	-	-	-		-	-
Growing Companions (Awards for All)	-	5,734	(2,352)		(703)	2,679	-	-		(2,679)	-
Plot to Pantry	-	-	-		-	-	35,000	(1,597)		(33,403)	-
Grow Well (Direct Food)	-	-	-		-	-	7,470	(7,503)		33	-
Grow Well (Greener Communities Fund)	-	-	-		-	-	61,923	(61,923)		-	-
Grow Well (Other)	-	-	-		-	-	213	(180)		-	33
Riverside Community Garden (Awrds for All)	-	-	-		-	-	9,781	(9,304)		-	477
Grow Well (SW Cluster Groundworks)	-	-	-		-	-	912	(912)		-	-
Riverside Community Garden (Corporate Donations)	-	-	-		-	-	500	(500)		-	-
Grow Well (National Lottery Peoples Project)	-	-	-		-	-	5,838	(5,838)		-	-
Grow Well (Third Sector Capital Fund)	-	-	-		-	-	9,868	(9,868)		-	-

GROW CARDIFF

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

14	Restricted funds	(Continued)				
	Creative Grow Well (SW Cluster 23-24)					
	Salaries Reserve	-	-	-	7,629	(1,024)
		-	-	-	(3,874)	7,614
						3,740
		2,094	141,030	(122,315)	18,847	(42,639)
					195,430	18,184

Moondance Foundation

Funding from Moondance Foundation to support the strategic development of the charity through core funding of the Director's post.

Grow Well (Winter Pressures Fund)

Funding from C3SC (Cardiff Third Sector Fund) to enable equipment and materials to be purchased for the Grow Well project over the winter period.

Comic Relief

Funding from Comic Relief for Strategic and core development of the charity (including Director's post).

Grow Well NHS Charities together/Cardiff and Vale Health Charity

To fund the Grow Well project (staff and resources) over a 2 year period.

Track 2000

To fund the Volunteer Mentor post at Riverside Community Garden and the development of the site and upskilling of volunteers.

Thrive (WCVA)

Funding from WCVA for core development of the charity, including Admin & Finance Officer post, website development and electric van match funding.

Schools (Beacon Lodge)

Funding from Beacon Lodge Charitable Trust to support the delivery of workshops to schools through the Food and Fun programme in the summer holidays.

GROW CARDIFF

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

14	Restricted funds	(Continued)
	Grow Well (ASDA)	
	Funding from ASDA to provide a potting shed for the Grow Well project.	
	C3SC HAU	
	Funding from C3SC (Cardiff Third Sector Fund) to employ a Volunteer Mentor at Riverside Community Garden and develop the site and volunteer skills base.Grow Well (CVUHB)	
	Match funding for the Grow Well project (staff and resources).	
	Growing Companions (Awards for All)	
	Funding from The National Lottery Community Fund to development and delivery of the Growing Companions project.	
	Plot to Pantry	
	Funding for Grow Cardiff's new Electric Van, used in partnership with ACE (Action in Caerau and Ely) and the Edible Cardiff network, to support the movement of fresh produce and gardening materials and equipment across the city	
	Grow Well (Direct Food)	
	A mixed revenue and capital grant from Cardiff Council, optimising Grow Well's impact at the Dusty Forge site, Ely, significantly upgrading and increasing the food growing area across the garden and equipping volunteers and local community members to grow and share more nutritious food year-round	
	Grow Well (Greener Communities Fund)	
	2 years' funding applied for through CVUHB's Cardiff & Vale Health Charity, to NHS Charities Together. The funding supported the delivery and development of the Grow Well project, nature-based social prescribing for mental health and wellbeing, delivered in partnership with the SW Cardiff Primary Care Cluster	
	Grow Well (Other)	
	Match funding for the Grow Well project from various sources	

GROW CARDIFF

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

14	Restricted funds	(Continued)
	Riverside Community Garden (Awards for All)	
	The National Lottery Community Fund funding to develop and deliver community growing at Riverside Community Garden, Pontcanna Permanent Allotments with local volunteers	
	Grow Well (SW Cluster Groundworks)	
	Funding from the SW Cardiff Primary Care Cluster to develop appropriate ground works for a permanent green-roofed shelter to be cited at Riverside Health Centre for the Grow Well project	
	Riverside Community Garden (Corporate Donations)	
	Funding from corporate organisations in support of the physical development and materials for Riverside Community Garden, Pontcanna Permanent Allotments	
	Grow Well (National Lottery Peoples Project)	
	Funding to enable Grow Cardiff to create a new role, employing a Grow Well Project Co-ordinator to oversee Grow Well across three sites in the city	
	Grow Well (Third Sector Capital Fund)	
	Funding to enable installation of ramps and pathways to improve access to and across the Grow Well project at the Dusty Forge site, Ely	
	Creative Grow Well (SW Cluster 23-24)	
	Funding to enable the development of an indoor, nature-based arts and crafts project, 'Creative Grow Well'. This social prescribing project complemented the outdoor Grow Well project, providing an alternative indoor offer in the coldest months of the year.	
	Salaries Reserve	
	Salary underspend from previous projects, set aside for project continuity, used for direct staff salary costs	

GROW CARDIFF

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

15 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Movement in funds				
	Incoming resources	Balance at 1 April 2023	Resources expended	Transfers	Balance at 31 March 2024
	£	£	£	£	£
Fixed asset fund	-	-	(6,830)	34,152	27,322
	-	-	(6,830)	34,152	27,322

The fixed asset fund represents the functional fixed assets used to further the charity's aims.

Transfers from the designated fund relate to additions and depreciation movement in the year.

GROW CARDIFF

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

16 Analysis of net assets between funds

Fund balances at 31 March 2024 are represented by:

Tangible assets

Current assets/(liabilities)

	Unrestricted funds 2024 £	Designated funds 2024 £	Restricted funds 2024 £	Total Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
	-	27,322	-	-	-	-
	34,837	-	18,184	41,779	18,847	60,626
	34,837	27,322	18,184	41,779	18,847	60,626

GROW CARDIFF

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) *FOR THE YEAR ENDED 31 MARCH 2024*

17 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 (2023 - none).