



Trustees' Annual Report for the period

	Period start date				Period end date		
From	1	January	2022	To	31	December	2022

Section A Reference and administration details

Charity name THE FRIENDS OF CRESSING TEMPLE

Other names charity is known by

Registered charity number (if any) 1166431

Charity's principal address CRESSING TEMPLE BARNES

WITHAM ROAD

BRAINTREE

ESSEX

Postcode CM77 8PD

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	Suzanne Lowe	Chair		
2	Andrew Bright	Treasurer		
3	Jane Palmer	Membership Secretary		
4	David Andrews			
5	Lesley Killin			
6	Monika Curry			

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B

Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution dated 4 th August 2015 as amended on 12 th December 2020	
How the charity is constituted (eg. trust, association, company)	Unincorporated small company charity	
Trustee selection methods (eg. appointed by, elected by)	Elected at the AGM	

Additional governance issues (Optional information)

You may choose to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Relationship with Essex County Council, owners of the Cressing site. Reference letter dated 15th March 2016 from Head of County Parks, Environment Sustainability and Highways, Essex County Council.

The charity continued to build it's working relationship with Essex County Council during the year.

The risks from the Covid-19 restrictions eased considerably during the year, with a return to public events from May onwards. This helped to drive an increase in visitor numbers with a consequent increase in sales to the public in comparison to 2020 and 2021.

The Trustees do not consider there are any other major risks as there are no liabilities, other than those that are covered by insurance. There is a dependency on the voluntary efforts of the members and officers, as well as the two horticulturists employed by Essex County Council.

Section C

Objectives and activities

Summary of the objects of the charity set out in its governing document

To conserve, enhance and develop the historic site at Cressing Temple, including the Walled Garden, the Cullen Garden and the Jubilee Orchard, as a unique historical, social and horticultural record and educational resource.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

In deciding a programme of activity and development the Trustees have paid due regard to the Charity Commission guidance on public benefit.

The trustees aim to further develop an inclusive culture in the charity's ways of working, that values equality and diversity ensuring that equal opportunities are available to all.

Part of the Friend's objectives is to raise money in support of the site and gardens. This was more successful in 2022 than the previous 2 years due to the lifting of Covid-19 restrictions. This meant that it was possible to hold our own Apple Day event again, which was very successful. Sales of plants, herbs and honey increased compared to the previous year, helped by there being several public events at the site, whereas none were held in 2020 and just one in 2021. Sales of produce from our Community Garden were reduced compared to the pandemic years, and back at the levels seen in 2019, perhaps reflecting a return to normal shopping habits. However, sales of craft items made by members and volunteers continued to grow and now represent a larger proportion of trading income than before the pandemic.

The number of volunteers attending during the year was 38. Volunteers play a key role in sustaining the high standard of maintenance which is so essential to the public's appreciation of the site and gardens. This public benefit encompassed in the constitution of the Friends is at the forefront of the Trustees' and officers' activity. They all give their services voluntarily in the interests of the charity and draw no personal fiduciary benefit from their roles.

The gardens in particular provide interest to the local community and wider society with hands on experiences and involvement, demonstrating the power of horticulture and other skills to improve people's lives.

Additional details of objectives and activities (Optional information)

You may choose to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The Friends of Cressing Temple could not operate without the generous and willing help of volunteers.

A total of 3,887 volunteer hours were contributed during the year, which if calculated at the minimum wage would amount to a very valuable contribution of £36,927.

The number of hours represents a 26% increase on 2021.

Volunteer activities range from garden preparation, planting and maintenance work, to wood and tool repairs, through to all the supervision and management activities that are required to make the charity successful.

Summary of the main achievements of the charity during the year

Plant, herb and honey sales continue to be our main source of trading income. As noted above the removal of restrictions on visitors imposed by the Covid-19 pandemic allowed the value of these sales to increase to £14,956 which is broadly back to the level achieved in 2019.

Sales of craft items made by members and volunteers, together with books and DVDs raised £5,239, which built on previous increases seen in 2020 and 2021. We thank our team of volunteers for these achievements.

We held our own Apple Day in October, which was attended by over 1,000 people and raised £5,070, as well as driving plant and craft sales of £1,368 on the day. The event benefited from good weather and was considered to be hugely successful and enjoyed by all.

Income from our Community Garden of £1,187 was lower than during the pandemic years but was similar to that received in 2019.

The usage of contactless payments via SumUp and Paypal, which were introduced during the pandemic, continued to grow with 25% of all income from fundraising and trading activities being received in this way. During the year we installed a Payaz terminal to also facilitate contactless donations.

The new WRAGS trainee who joined us in October 2021 continued her two-year placement, which is largely funded by a £6,000 grant from the Finnis Scott Foundation of which £3,000 was received in 2022.

We continued to grow and strengthen our partnerships in the year, including those with Essex County Council, Trustlinks, the Cressing Temple Community Shed, the Braintree Beekeepers and the Essex Beekeeping Association, with all of whom we collaborated to start fund raising for a Natsol full access compost toilet, which will provide benefits for all of these groups that use the site.

We also further strengthened our partnership with Abberton Rural Training who, along with Trustlinks, continue to support us by holding regular weekly gardening sessions at the site.

A digital archiving project was initiated during the year, with the first phase of cataloguing historical paper documents being completed.

We continued to provide governance via regular committee meetings, with those in January held online followed by a return to meeting in person thereafter.

Looking ahead to 2023, we have supplemented the fund raising with our partners mentioned above with £4,000 from our Apple Day profits, which allowed the Natsol compost toilet to be purchased and installed in April. We have arranged to switch to a peat-free supplier of herbs from the start of the new year, and our main supplier of plants will move towards peat-free production during 2023 and 2024.

Section E Financial review

Brief statement of the charity's policy on reserves

Reserves are held in the named Co-operative Bank account for the sole use and purpose of the Organisation as defined in the Aims & Objectives of its constitution. The Friends policy requires that sufficient unrestricted financial reserves are held in order that the charity can continue to operate and meet the needs of the visitors in the event of unforeseen and potentially financially damaging circumstances arising.

Details of any funds materially in deficit

None, and not possible under the constitution.

Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

All fundraising is to support the gardens and the wider site, and is mainly achieved through trading activities, members fees, donations and grants.

We are grateful for the following grants which were received during the year:

Essex Community Foundation: £995 for the Payaz terminal for contactless donations, and a scanner which will be bought in 2023 to support the digital archiving project.

Finnis Scott Foundation: £3,000 for our WRAGS trainee, which is 50% of the total award of £6,000, with 25% having been received in 2021 and the final 25% instalment expected in 2023.



The charity's activities provide benefit and interest to the local and wider society with hands on experiences and involvement. The gardens in particular demonstrate the power of horticulture and other skills to improve people's lives.

Section F Other optional information

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	SUZANNE LOWE	ANDREW BRIGHT
Position (eg Secretary, Chair, etc)	CHAIR	TREASURER
Date	24 th June 2023	

The Friends of Cressing Temple
Registered charity number 1166431
Receipts and payments accounts
For the year to 31 December 2022

	Year Ended 31 Dec 2022			Year Ended 31 Dec 2021	
	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Total funds to the nearest £	Total funds to the nearest £	
Receipts					
Essex Community Foundation	-	995	995	-	
Finnis Scott Foundation	-	3,000	3,000	1,500	
National Lottery Community Fund	-	-	-	1,380	
Donations	745	-	745	963	
Membership subscriptions	360	-	360	315	
Total Grants and Donations	1,105	3,995	5,100	4,158	
Fundraising Activities					
Apple Day & Sales	5,070	-	5,070	98	
Quiz Evening	155	-	155	205	
Events / Workshops / Tours	381	-	381	524	
Trading Activities					
Plants / Herb / Honey Sales	14,956	-	14,956	12,187	
Community Garden Sales	1,187	-	1,187	2,240	
Books / DVDs / Craft Sales	5,239	-	5,239	4,155	
Volunteer Uniform Sales	176	-	176	346	
Other	4	-	4	110	
Total Receipts from Activities	27,168	-	27,168	19,865	
Total Receipts	28,273	3,995	32,268	24,023	
Payments					
Essex Community Fund Equipment	-	429	429	-	
National Lottery Community Fund - Picnic benches	-	-	-	1,380	
Picnic benches (top-up of NLCF grant)	-	-	-	150	
Co-operative Bank - Wellhouse footpath	-	-	-	895	
IT Equipment	64	-	64	-	
Tools & Equipment	210	-	210	-	
Total Assets Purchased	274	429	703	2,425	
Plant / Herb / Honey cost	8,997	-	8,997	7,188	
Volunteer costs	649	-	649	602	
Events / Workshops / Tours	178	-	178	296	
Apple Day cost	520	-	520	-	
Plants & Equipment Garden	3,918	-	3,918	4,549	
Books / DVDs / Craft cost	2,076	-	2,076	1,906	
Contract worker	4,543	3,000	7,543	8,076	
Office consumables	391	-	391	543	
Insurance & Professional Fees	255	-	255	255	
Other	211	-	211	171	
Total Payments	22,012	3,429	25,441	26,011	
Net of receipts/(payments)	6,261	566	6,827	(1,988)	
Total Funds Brought Forward	8,202	890	9,092	11,080	
Total Funds Carried Forward	14,463	1,456	15,919	9,092	
Cash Funds at end of the period					
Bank	14,201	1,456	15,657	8,877	
Cash	262	-	262	215	
Total Funds	14,463	1,456	15,919	9,092	

Signed by two trustees on behalf of all the trustees

Signature
Print Name
Position
Date of Approval


SUE LOWE
CHAIRPERSON


ANDREW BRIGHT
TREASURER

24th June 2023



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

THE FRIENDS OF CRESSING TEMPLE

**On accounts for the year
ended**

31 December 2022

**Charity no
(if any)**

1166431

Set out on pages

1-6

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2022.

**Responsibilities and
basis of report**

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

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 the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

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

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn 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:

Date:

24th June 2023

Name:

DEREK WOTTON

**Relevant professional
qualification(s) or body
(if any):**

CHARTERED MANAGEMENT ACCOUNTANT ACMA CGMA

Address:

54 QUEENSBERRY AVENUE

COPFORD COLCHESTER

ESSEX CO6 1YN