

**MISSENDEN WALLED GARDEN**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MAY 2021**

# MISSENDEN WALLED GARDEN

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	Mr F Harrison Ms G Foley Mr J Bateson	(Appointed 19 August 2020) (Appointed 19 August 2020)
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<b>Charity number</b>	1171968
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<b>Principal address</b>	Missenden Walled Garden Missenden Abbey London Road Great Missenden Buckinghamshire United Kingdom HP16 0BD
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<b>Independent examiner</b>	Azets Audit Services The Mill House Boundary Road Loudwater High Wycombe Buckinghamshire United Kingdom HP10 9QN
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# MISSENDEN WALLED GARDEN

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# **MISSENDEN WALLED GARDEN**

## **TRUSTEES' REPORT**

***FOR THE YEAR ENDED 31 MAY 2021***

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The trustees present their report and financial statements for the year ended 31 May 2021.

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 CIO'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**

The objects of the CIO are:

1. To relieve the needs of disabled people or those with long term illnesses by the provision of horticultural based care with a view to providing training, activities and other opportunities to develop themselves and facilitate better inclusion within the community.
2. To promote for the benefit of the inhabitants of Buckinghamshire 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 interest of social welfare and with the object of improving the condition of life of the said inhabitants.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the CIO should undertake.



# MISSENDEN WALLED GARDEN

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 MAY 2021**

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### **Significant activities**

Missenden Walled Garden has successfully completed 4 years as an independent charity and is continuing to grow and thrive. The charity provides 'day support', within the grounds of Missenden Abbey in Buckinghamshire, for people with disabilities or mental health issues. Our team of staff and volunteers help our members to grow and reach their potential at their own pace, through teamwork, education and community engagement.

Our members are referred to us from a variety of sources including Buckinghamshire Council, Special Educational Needs Schools, other charities and word of mouth. Working in the garden appeals to a wide range of ages from 17 to 70+ years old. A typical day will involve a mix of team based outdoor horticultural activities (e.g., tool and mower operation for herbaceous and produce management), and indoor activities (e.g., plant and produce propagation). We also periodically run sport, art and music activities.

We also deliver external gardening contracts where we take small groups of members into the community to maintain gardens.

We consistently see and hear how this blend of activities and collaborative working provides our members with a real sense of achievement and belonging.

Missenden Walled Garden leases the premises from Buckinghamshire New University, which owns Missenden Abbey. There is an arrangement in place whereby Missenden Walled Garden supplies produce and other services to Missenden Abbey and also a commercial contract to maintain the 10-acre grounds at Missenden Abbey. These are important activities as they provide meaningful teamwork-based opportunities for our members, enabling them to feel included, grow their independence and develop new practical skills. These contracts are also important as they generate an income which subsidises our class-leading care support activities.

### **Public benefit**

In setting our objectives and planning our activities, we have given careful consideration to the Charity Commission's general guidance on public benefit. The Missenden Walled Garden's charitable purposes and public benefit will be for both members and the wider community. It provides people with opportunities to grow in confidence and develop independence; together with the aim of promoting wider community involvement and integration. It achieves this by providing care and support to all its members and visitors making full use of its unique setting and the passion of its staff and volunteers.

### **Benefit for Members**

The 'day care' service offered to members at the Walled Garden provides people with disabilities from across Buckinghamshire with the opportunity to:

- Develop life-skills such as developing friendships, participating in teamwork and building relationships.
- Gain new skills and training in different aspects of horticulture.
- Experience the happiness and enjoyment of purposeful and productive outdoor work.
- Become more confident and independent through integration and interaction with volunteers, visitors and customers.

The charity also operates a bursary scheme to help beneficiaries who need support with fees.

### **Wider community benefits**

The Charity offers significant additional public benefit and beneficial impact to the wider community through:

- New opportunities to volunteer by supporting the care services; by involvement in the development of the overall site; or by supporting the charity through its retail and fundraising activities
- Additional opportunities for the public to experience the grade II listed Walled Garden and to benefit from retail sales of the garden produce, products and flowers.
- Opening of the Walled Garden to other groups and organisations, such as educational, disability and community groups, who are interested in using the gardens for education, therapy or physical exercise.

# MISSENDEN WALLED GARDEN

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 MAY 2021**

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### **Achievements and performance**

#### **Overview**

The Board of Trustees can report that Missenden Walled Garden has come through a very challenging year due to COVID-19 and is now returning to prior levels of operation. Income from members was 30% lower than 2020, but thanks to the generation of significant COVID support grant income and a reduction in cost of sales, we were able to generate a surplus.

From March 2020 Missenden Walled Garden was impacted by COVID-19 and had to temporarily close site-based provision to our beneficiaries. We reopened the site in June 2020 (one of the first services in the county to do so) with a carefully increased COVID safe phased return for members in line with national restrictions. While our site closed, staff provided an outreach service, using the newly founded Walled Garden vehicle to deliver a range of home-based activities such as growing, composting and floral kits, nature spotting sets and craft activities, and by remaining in contact via online activity groups and the Facebook page. All staff were retained during the COVID-19 shutdowns.

#### **Achievements**

##### Beneficiaries and service development

Throughout the year ended 31 May 2021, we worked extremely hard to proactively seek, listen and respond to our beneficiaries' views and needs. Notwithstanding the many limitations of the pandemic, we were still able to provide a continuous frontline service to vulnerable adults throughout. Following the successful and much lauded implementation of our class leading phased safe site return, we were able to deliver 2,810 essential day sessions (2020 = 3,924 day sessions) for our members (whilst simultaneously facilitating the equivalent time levels of essential respite for their carers).

Our service has also been further enhanced through the creation of a retail flower stall to promote added inclusion and income generation, along with seasonal produce sales, including flower arrangements and the production of our own apple juice and honey.

##### Volunteer support

Our volunteer support has continued to develop at a steady pace and we are maintaining an active pool of 15 volunteers. We provide staff to beneficiary ratios at a level which exceeds best practice guidelines, and our volunteers complement this with their support. Some of our volunteers provide a care focus, while others help with horticultural expertise or carpentry and site maintenance. We also have expert volunteers who help with back-office functions and strategic advice.

Group volunteering has still been a more modestly successful venture for us this year, where we have worked in partnership with a range of supporters, including providing days for school students to progress their National Citizenship Awards.

Our volunteer support is essential for us to be able to deliver at the level we do. We see how they enable us to be exceptional and we are very grateful for all their support.

##### Community

We have continued to benefit from our well-established community connections. Examples include local businesses and community groups donating equipment, holding charity boxes and fundraising for us.

# MISSENDEN WALLED GARDEN

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 MAY 2021**

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### **Future intentions and goals**

Following a detailed skills audit in 2020, MWG has restructured its Board and appointed new trustees who are implementing an enhanced strategy for the next 5 to 10 years. The charity's key aims and objectives for the coming year are:

- To continue with the Charity's core focus of providing horticultural activities with the benefits of the natural environment for people with learning disabilities and mental health problems.
- To develop the service further, demonstrating measurable improvement to the lives of our members, through meaningful, engaging, rewarding and inclusive experiences.
- Secure long-term tenure over the Missenden Walled Garden site by renewing the lease with Buckinghamshire New University
- Improve facilities and site infrastructure by initiating a project to replace the greenhouses
- To maintain and strengthen the partnership with Missenden Abbey, and other local partners, maximizing the mutual benefits and increasing our collective value with the community.
- To continue sharing and celebrating our growing reputation for excellence with Council commissioners and key stakeholders within the field of Adult Social Care.

### **Financial review**

The financial results for the year are set out in the Statement of Financial Activities and our financial position at the year-end is set out in the Balance Sheet. The trustees are responsible for ensuring the assets of the company are properly applied in accordance with charity law.

### **Reserves policy**

Notes 18 to 19 to the financial statements show the movement of funds during the year. The trustees have determined that the appropriate level of free reserves should be a minimum of £100,000. As at the balance sheet date unrestricted funds amounted to £126,752 (2020 = £108,026) and free funds of £125,166 (2020 = £105,457) after adjusting for unrestricted fixed assets. The minimum cash balance required by the Charity is considered to be at least £100,000 which represents six months of expenditure. The charity ended the financial year with a cash balance of £153,520 (2020 = £102,869).

The principal funding sources continue to be Fee income relating to beneficiaries; income from horticultural contracts; fundraising and donations; and income from sale of produce. A breakdown is given in notes 3 to 7 to the accounts.

The trustees consider holding cash on deposit as the most appropriate investment for the charity.

The trustees have assessed the major risks to which the CIO is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

The Trustees use a risk management process to ensure they can adequately monitor and control all significant risks. It looks at the level of risk the charity is willing to take (risk appetite approach) and uses controls and other actions to ensure that residual risk is at an acceptable level. The key risks which the trustees are currently monitoring relate to safeguarding; securing the charity's sources of income and securing long-term tenure of the Missenden Walled Garden site.

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

The charity is a Charitable Incorporated Organisation constituted under a governing document dated 9 March 2017.

The trustees who served during the year and up to the date of signature of the financial statements were:

Ms W Dunn	(Resigned 26 January 2021)
Mr R Peacock	(Resigned 27 October 2020)
Mr J Margetts	(Resigned 14 July 2020)
Mr F Harrison	

# MISSENDEN WALLED GARDEN

## TRUSTEES' REPORT (CONTINUED) *FOR THE YEAR ENDED 31 MAY 2021*

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Mr C Stewart	(Resigned 3 June 2020)
Ms G Foley	(Appointed 19 August 2020)
Mr J Bateson	(Appointed 19 August 2020)

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

The work of trustees is undertaken on a voluntary basis without any form of remuneration and consequently recruitment is mainly from the local community, or via volunteer recruitment websites as skills gaps are identified. Prospective new trustees meet with the Board of Trustees and are fully vetted before being appointed.

### **Induction and training of new trustees**

New trustees undergo a period of orientation to brief them on their legal obligations under charity and company law; the content of the CIO's constitution; the Board and staff structures and decision-making process; the business plan and recent financial performance.

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

**Mr F Harrison**

Trustee

Dated: 25 November 2021

**Ms G Foley**

Trustee

Dated:25 November 2021

# MISSENDEN WALLED GARDEN

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF MISSENDEN WALLED GARDEN

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I report to the trustees on my examination of the financial statements of Missenden Walled Garden (the CIO) for the year ended 31 May 2021.

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

As the trustees of the CIO 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 CIO'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 CIO 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.

*Christopher Nisbet*

Christopher Nisbet ACA  
Azets Audit Services

The Mill House  
Boundary Road  
Loudwater  
High Wycombe  
Buckinghamshire  
HP10 9QN  
United Kingdom

Dated: 3 December 2021

# **MISSENDEN WALLED GARDEN**

## **STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MAY 2021**

	Notes	Unrestricted funds general 2021 £	Unrestricted funds designated 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds general 2020 £	Unrestricted funds designated 2020 £	Restricted funds 2020 £	Total 2020 £
<b><u>Income and endowments from:</u></b>									
Donations and legacies	3	32,236	-	23,342	55,578	13,193	-	12,691	25,884
Charitable activities	4	138,793	1,735	-	140,528	198,306	3,830	-	202,136
Other trading activities	5	42,642	-	-	42,642	37,722	-	-	37,722
Investments	6	382	-	-	382	-	-	-	-
Other income	7	2	-	-	2	20	-	-	20
<b>Total income</b>		214,055	1,735	23,342	239,132	249,241	3,830	12,691	265,762
<b><u>Expenditure on:</u></b>									
Raising funds	8	341	-	-	341	216	-	-	216
Charitable activities	9	172,010	2,570	32,082	206,662	209,250	4,064	16,360	229,674
<b>Total resources expended</b>		172,351	2,570	32,082	207,003	209,466	4,064	16,360	229,890
<b>Net incoming/(outgoing) resources before transfers</b>		41,704	(835)	(8,740)	32,129	39,775	(234)	(3,669)	35,872

# MISSENDEN WALLED GARDEN

## STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MAY 2021

<b>Net incoming/(outgoing) resources before transfers</b>	41,704	(835)	(8,740)	32,129	39,775	(234)	(3,669)	35,872
Gross transfers between funds	(22,978)	25,835	(2,857)	-	(353)	-	353	-
<b>Net income/(expenditure) for the year/ Net movement in funds</b>	18,726	25,000	(11,597)	32,129	39,422	(234)	(3,316)	35,872
Fund balances at 1 June 2020	108,026	-	40,494	148,520	68,604	234	43,810	112,648
<b>Fund balances at 31 May 2021</b>	126,752	25,000	28,897	180,649	108,026	-	40,494	148,520

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

All income and expenditure derive from continuing activities.

# MISSENDEN WALLED GARDEN

## BALANCE SHEET

AS AT 31 MAY 2021

	Notes	2021 £	£	2020 £	£
<b>Fixed assets</b>					
Tangible assets	14		20,958		33,527
<b>Current assets</b>					
Debtors	15	28,436		25,250	
Cash at bank and in hand		153,520		102,869	
		<u>181,956</u>		<u>128,119</u>	
<b>Creditors: amounts falling due within one year</b>	16	<u>(22,265)</u>		<u>(13,126)</u>	
Net current assets			159,691		114,993
<b>Total assets less current liabilities</b>			<u>180,649</u>		<u>148,520</u>
<b>Income funds</b>					
Restricted funds	18		28,897		40,494
Unrestricted funds - designated	19		25,000		-
Unrestricted funds - general			126,752		108,026
			<u>180,649</u>		<u>148,520</u>

The financial statements were approved by the Trustees on 25 November 2021

Mr F Harrison  
Trustee

Ms G Foley  
Trustee



# MISSENDEN WALLED GARDEN

## NOTES TO THE FINANCIAL STATEMENTS

**FOR THE YEAR ENDED 31 MAY 2021**

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### **1 Accounting policies**

#### **CIO information**

Missenden Walled Garden is a charitable incorporated organisation registered with the Charity Commission.

#### **1.1 Accounting convention**

The financial statements have been prepared in accordance with the CIO'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)" (as amended for accounting periods commencing from 1 January 2016). The CIO is a Public Benefit Entity as defined by FRS 102.

The CIO has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 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 CIO. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. 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 CIO 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 CIO.

#### **1.4 Incoming resources**

Income is recognised when the CIO 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 CIO 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 CIO 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.

# MISSENDEN WALLED GARDEN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MAY 2021

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### 1 Accounting policies

(Continued)

#### 1.5 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:

Leasehold improvements	Straight line over 3-5 years
Plant and equipment	Straight line over 3-4 years
Computers	Straight line over 3 years

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 net income/(expenditure) for the year.

#### 1.6 Impairment of fixed assets

At each reporting end date, the CIO 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).

#### 1.7 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.

#### 1.8 Financial instruments

The CIO 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 CIO's balance sheet when the CIO 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.

# MISSENDEN WALLED GARDEN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MAY 2021

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### 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 CIO's contractual obligations expire or are discharged or cancelled.

#### **1.9 Retirement benefits**

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

#### **1.10 Government grants**

Government grants are recognised at the fair value of the asset received or receivable when there is reasonable assurance that the grant conditions will be met and the grants will be received.

A grant that specifies performance conditions is recognised in income when the performance conditions are met. Where a grant does not specify performance conditions it is recognised in income when the proceeds are received or receivable. A grant received before the recognition criteria are satisfied is recognised as a liability.

### 2 Critical accounting estimates and judgements

In the application of the CIO'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.

# MISSENDEN WALLED GARDEN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MAY 2021

### 3 Donations and legacies

	Unrestricted funds general 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds general 2020 £	Restricted funds 2020 £	Total 2020 £
Donations and gifts	27,096	8,667	35,763	12,493	12,691	25,184
Grants receivable	5,025	14,675	19,700	-	-	-
Donated goods and services	115	-	115	700	-	700
	<u>32,236</u>	<u>23,342</u>	<u>55,578</u>	<u>13,193</u>	<u>12,691</u>	<u>25,884</u>

#### Government Grants

Included in grants receivable are Government Grants totalling £8,500 (2020: £nil) as a result of the Covid 19 pandemic.

### 4 Charitable activities

	Provision of day support 2021 £	Provision of day support 2020 £
Fee Income	<u>140,528</u>	<u>202,136</u>
Analysis by fund		
Unrestricted funds - general	138,793	198,306
Unrestricted funds - designated	1,735	3,830
	<u>140,528</u>	<u>202,136</u>

### 5 Other trading activities

	Unrestricted funds general 2021 £	Unrestricted funds general 2020 £
Earned income from garden services, retail sales and events	<u>42,642</u>	<u>37,722</u>

# MISSENDEN WALLED GARDEN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MAY 2021

### 6 Investments

	Unrestricted funds general 2021 £	Total 2020 £
Interest receivable	382	-
	=====	=====

### 7 Other income

	Unrestricted funds general 2021 £	Total 2020 £
Other income	2	20
	=====	=====

### 8 Raising funds

	Unrestricted funds general 2021 £	Unrestricted funds general 2020 £
<u>Fundraising and publicity</u>		
Seeking donations, grants and legacies	341	216
	=====	=====
	341	216
	=====	=====

# MISSENDEN WALLED GARDEN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MAY 2021

### 9 Charitable activities

	Provision of day support 2021 £	Provision of day support 2020 £
Staff costs	146,766	167,750
Garden supplies and materials	4,256	7,192
Juice pressing costs	223	241
Bee keeping costs	418	278
Sundry costs	5,860	1,433
Recruitment	1,103	-
	<u>158,626</u>	<u>176,894</u>
Grant funding of activities (see note 10)	2,570	3,830
Share of support costs (see note 11)	39,401	42,839
Share of governance costs (see note 11)	6,065	6,111
	<u>206,662</u>	<u>229,674</u>
<b>Analysis by fund</b>		
Unrestricted funds - general	172,010	209,250
Unrestricted funds - designated	2,570	4,064
Restricted funds	32,082	16,360
	<u>206,662</u>	<u>229,674</u>
<b>For the year ended 31 May 2021</b>		
Unrestricted funds - general	172,010	
Unrestricted funds - designated	2,570	
Restricted funds	32,082	
	<u>206,662</u>	

Included within Sundry costs are £2,944 of COVID-related costs (2020:£Nil)

### 10 Grants payable

	Provision of day support 2021 £	Provision of day support 2020 £
Grants to individuals	2,570	3,830
	<u>2,570</u>	<u>3,830</u>

# MISSENDEN WALLED GARDEN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MAY 2021

### 10 Grants payable

(Continued)

Grants paid are bursaries for unfunded gardeners.

### 11 Support costs

	Support costs £	Governance costs £	2021 £	2020 £
Depreciation	17,039	-	17,039	17,355
Insurance	5,439	-	5,439	5,062
Property costs	4,629	-	4,629	6,269
Telephone, postage and stationery	2,474	-	2,474	2,817
Advertising	-	-	-	145
Sundry costs	2,478	-	2,478	3,823
Building improvements	-	-	-	2,700
Staff costs	648	-	648	1,662
Motor expenses	4,625	-	4,625	931
Bank charges	69	-	69	75
Provision for dilapidations	2,000	-	2,000	2,000
Legal and professional	-	2,676	2,676	2,106
Independent examination fees	-	2,100	2,100	1,800
Payroll fees	-	1,174	1,174	821
Gift in kind of services	-	115	115	700
Tax advisory fees paid to independent examiner	-	-	-	684
	<u>39,401</u>	<u>6,065</u>	<u>45,466</u>	<u>48,950</u>
Analysed between				
Charitable activities	<u>39,401</u>	<u>6,065</u>	<u>45,466</u>	<u>48,950</u>

Included within Sundry costs are £Nil of COVID-related costs (2020: £310).

### 12 Trustees

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

One of the trustees was reimbursed a total of £59 expenses (2020: one was reimbursed £30).

# MISSENDEN WALLED GARDEN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MAY 2021

### 13 Employees

The average monthly number of employees during the year was:

	2021 Number	2020 Number
	5	7
	<u>5</u>	<u>7</u>
<b>Employment costs</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Wages and salaries	144,488	165,121
Other pension costs	2,278	2,629
	<u>146,766</u>	<u>167,750</u>

There are no employees who received total employee benefits (excluding employer pension costs) of more than £60,000.

### 14 Tangible fixed assets

	Leasehold improvements £	Plant and equipment £	Computers £	Total £
<b>Cost</b>				
At 1 June 2020	35,904	20,894	3,744	60,542
Additions	-	3,572	899	4,471
	<u>35,904</u>	<u>24,466</u>	<u>4,643</u>	<u>65,013</u>
At 31 May 2021	35,904	24,466	4,643	65,013
<b>Depreciation and impairment</b>				
At 1 June 2020	14,848	9,526	2,642	27,016
Depreciation charged in the year	10,115	6,162	762	17,039
	<u>24,963</u>	<u>15,688</u>	<u>3,404</u>	<u>44,055</u>
At 31 May 2021	24,963	15,688	3,404	44,055
<b>Carrying amount</b>				
At 31 May 2021	10,941	8,778	1,239	20,958
	<u>10,941</u>	<u>8,778</u>	<u>1,239</u>	<u>20,958</u>
At 31 May 2020	21,056	11,369	1,102	33,527
	<u>21,056</u>	<u>11,369</u>	<u>1,102</u>	<u>33,527</u>



# MISSENDEN WALLED GARDEN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MAY 2021

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### 15 Debtors

	2021	2020
	£	£
Amounts falling due within one year:		
Trade debtors	18,052	18,657
Other debtors	45	94
Prepayments and accrued income	10,339	6,499
	<u>28,436</u>	<u>25,250</u>

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

	2021	2020
	£	£
Trade creditors	9,848	1,503
Other creditors	565	869
Accruals and deferred income	11,852	10,754
	<u>22,265</u>	<u>13,126</u>

### 17 Retirement benefit schemes

#### Defined contribution schemes

The CIO operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the CIO in an independently administered fund.

The charge to the SOFA in respect of defined contribution schemes was £2,278 (2020 - £2,629).

# MISSENDEN WALLED GARDEN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MAY 2021

### 18 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:

	Movement in funds				
	Balance at 1 June 2020	Incoming resources	Resources expended	Transfers	Balance at 31 May 2021
	£	£	£	£	£
Construction of the chalet	6,607	-	(2,403)	-	4,204
Purchase of the woodchipper	89	-	(83)	-	6
Purchase of computer equipment	2	-	-	(2)	-
Path construction	1,075	-	(793)	-	282
Furniture and appliances	829	-	(660)	-	169
Garden machinery for contracts	8,343	-	(3,834)	-	4,509
Toilet refurbishment	12,117	-	(6,058)	-	6,059
Pergola	135	-	(84)	-	51
Wheelchair access	1,000	-	(995)	-	5
Electronic office, public address systems and refrigeration	659	-	(488)	5	176
Stage	2,430	-	(119)	-	2,311
VW Transporter five seater - rental and costs	5,000	5,000	(4,190)	-	5,810
Ride on mower	1,208	-	(500)	-	708
Trailer	1,000	-	-	-	1,000
Sunflower seeds and pots	-	200	-	-	200
COVID related	-	15,958	(11,397)	(2,860)	1,701
Community development	-	309	-	-	309
Honda Mower	-	1,480	(82)	-	1,398
Specified Special Projects	-	395	(395)	-	-
	<u>40,494</u>	<u>23,342</u>	<u>(32,082)</u>	<u>(2,857)</u>	<u>28,897</u>

### Transfer between funds

The transfer from 'COVID related' restricted fund to general unrestricted funds of £2,860 represents funds received for the purposes of funding operational expenditure.

# MISSENDEN WALLED GARDEN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MAY 2021

### 19 Unrestricted funds - designated

These are unrestricted funds which are material to the CIO's activities made up as follows:

	Movement in funds			Balance at 31 May 2021
	Incoming resources £	Resources expended £	Transfers £	
Bursary provision for unfunded members	1,735	(2,570)	835	-
Greenhouse Replacement reserve	-	-	25,000	25,000
	<u>1,735</u>	<u>(2,570)</u>	<u>25,835</u>	<u>25,000</u>

During the year

- £2,570 was spent to subsidise members who cannot afford their fees. £1,735 was the amount that was received for this purpose.

#### **Bursary provision for unfunded members**

The bursary fund was to subsidise members who cannot afford their fees.

#### **Greenhouse Replacement Reserve**

This is funding set aside for the Greenhouse replacement.

# **MISSENDEN WALLED GARDEN**

## **NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)** **FOR THE YEAR ENDED 31 MAY 2021**

20	Analysis of net assets between funds	General fund		Designated fund		Restricted fund		Total General fund		Designated fund		Restricted fund		Total	
		2021	£	2021	£	2021	£	2021	£	2020	£	2020	£	2020	£
	Fund balances at 31 May 2021 are represented by:														
	Tangible assets	1,586		-		19,372		20,958		2,569		-		30,958	
	Current assets/(liabilities)	125,166		25,000		9,525		159,691		105,457		-		9,536	
		<u>126,752</u>		<u>25,000</u>		<u>28,897</u>		<u>180,649</u>		<u>108,026</u>		<u>-</u>		<u>40,494</u>	
														<u>148,520</u>	

# MISSENDEN WALLED GARDEN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MAY 2021

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### 21 Related party transactions

#### Transactions with related parties

During the year the CIO entered into the following transactions with related parties:

- A donation of £45 (2020: £Nil) was received from Great Missenden Village Association, which Gillian Foley is a Treasurer of. There was also a payment of £20 made by the Charity to Great Missenden Village Association for membership fees (2020: £Nil).
- A donation of £1,700 (2020: £Nil) was received from Chesham, Amersham & District MENCAP Society a charity which Wendy Dunn is a Trustee of.
- Day care was provided to the family member of 1 (2020: 2) of the Trustees. Amounts received in the period totals £4,275 (2020: £16,455). There is £720 (2020: £1,705) included in Trade Debtors in respect of these individuals. There is £495 (2020: £225) in accrued income in respect of these individuals.