

# Our Annual Report 2020/21



## Legal and administrative information

**Charity name:** Tuppenny Barn Education Limited  
(Company Limited by Guarantee)

**Charity number:** 1172846

**Company registration number:** 07593594

**Start of financial period:** 1st May 2020

**End of financial period:** 30th April 2021

**Trustees at 30th April 2021**  
**(also Directors under company law):**

Carla Allen

Katherine Scales

Adrian Pert (appointed 20th May 2020)

Tracie Bangert (appointed 20th July 2020)

Gemma Lacey (resigned 1st July 2020)

Sarah Parker-Jervis (Board Secretary)

**Registered address:**

Main Road, Southbourne, Hampshire PO10 8EZ

**Date of incorporation:** 6th April 2011

**Governing document:** Memorandum and Articles of Association

**Bankers:** National Westminster Bank Plc

**Independent Examiner:**

Independent Examiners Ltd,  
Unit 2, The Broadbridge Business Centre,  
Delling Lane, Bosham,  
West Sussex PO18 8NF

## Objectives

1. The advancement of education for the benefit of the public in West Sussex, Hampshire and surrounding areas on the subjects of horticulture, healthy eating and sustainable development, in particular but not exclusively by the provision of facilities, information and advice about: (a) the cultivation and harvesting of organic horticultural produce (and products derived from such produce); (b) the cooking and eating of organic fruit, vegetables and herbs; and (c) sustainable horticultural practices, construction in accordance with the principles of sustainable development, conservation of water, energy efficiency and protecting plants and wildlife.
2. The advancement of health for the benefit of the public in West Sussex, Hampshire and surrounding areas in particular but not exclusively by the provision of information and advice about the benefits to mental health derived from engaging in horticulture and opportunities to participate in therapeutic horticulture projects.
3. To promote for the benefit of the inhabitants of West Sussex, Hampshire and surrounding areas 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 this Report

4/5 CEO's Report

6/8 Structure, governance and management

9/19 Achievements, activities and performance

20 Future plans

21/23 Financial Review

24/33 Notes to the Financial Statements

34 Independent Examiner's Report



# Lockdowns strengthen community links



**"It was the best of times, it was the worst of times."**

**Charles Dickens**

This opening line from *A Tale of Two Cities* came to mind as I prepared this report.

The global pandemic has affected all of us in many ways as we faced the challenges of a virus that has devastated lives, countries and communities.

At a local level, we were able to respond quickly to the needs of individuals and families that were struggling to cope with the practical and mental issues raised by food shortages and the lack of social interaction. As a result, we believe our bond with the local community including schools, businesses and organisations is stronger now than ever before.

No-one could have imagined how all our lives would change in such a short period of time. Here at Tuppenny Barn we lost 80% of our revenue overnight and were thrust into a 'fight or flight' situation. Never one to be beaten, we quickly took on the challenge of assisting the community where we could by providing fresh organic produce, artisan bread, eggs and lots of vegetable plants to meet the increase in local demand.

We forged new community collaborations and increased our regular customer base. We learnt to be as flexible as possible as an organisation and opened our doors to new volunteers operating in new vital areas whilst ensuring strict Covid-secure protocols were adopted on site.

As food producers we were able to continue growing and selling staple food items and it wasn't long before our VegBag scheme was oversubscribed. We grew more to meet the demand and also started to engage with local people and organisations to find out how the charity could meet the greatest needs within the community.

Real relationships were forged at this time, particularly with those experiencing hardship as a result of food shortages and restrictions on travel. We launched a 'not for profit' scheme to provide affordable food to elderly or vulnerable people who were shielding and a food parcel delivery scheme aimed at families referred to us by schools and the local church.

Not only did our staff step up and help to deliver these schemes but we also received essential



**"The pandemic has given us the impetus to make sure we are serving our local community and I believe we have proved effectively that we are an organisation that can meet these needs."**

financial support from local community funds, trusts and foundations and individual donations for which we were extremely grateful.

As the year progressed and some restrictions were lifted, we were able to start preparing for a time when we could welcome back schools and visitors to Tuppenny Barn.

Towards the end of the year we started planning for the most important project at Tuppenny Barn since the building of the education centre. 'Transforming Tuppenny' involves building a permanent shop and community cafe, offering work experience and training for vulnerable adults, additional capacity to increase school visits and space to extend social and therapeutic horticulture programmes.

The pandemic has given us the impetus to make sure we are serving our local community and I believe we have proved effectively that we are an organisation that can meet these needs.

In the longer term, it has given us the desire to make sure our charitable objectives meet the needs of those individuals that require help.

So there have been many positives to come out of a huge, unexpected negative and it has given me a great deal of confidence for our future. I am so grateful to the core members of the Tuppenny community for their continued support during these anxious times. We have an amazing team of staff and volunteers who keep the charity going by being flexible in their roles to meet the demands of the many challenges we face.

We are also indebted to our donors, local organisations, businesses and community groups for their support as we move towards the next phase in the development of Tuppenny Barn to secure a more productive and sustainable future backed by the invaluable assistance from our staff and volunteers, donors, local organisations and community groups. As ever, we are extremely thankful for the support and continuing co-operation we have received during these testing times as we enter the next stage of our Charity's journey.



**Maggie Haynes, Founder and CEO**



Proudly displaying their Community Hero awards, Maggie Haynes (right) and Lyn Hicks, Chair of Southbourne Parish Council. The award scheme recognises and celebrates the contribution that individuals have made to support others, particularly during the pandemic.

## Annual Report and Accounts

The Trustees, who are also the Directors for the purposes of company law, present their report and financial statements of the charity for the year ended 30th April 2021.



# Structure, governance and management

## Constitution

Tuppenny Barn Education Limited ("the Charity") is a charitable company limited by guarantee incorporated on 6th April 2011 with no share capital and registered as a charity on 3rd May 2017. The objects and powers of the Charity are set out in its Articles of Association.

## Recruitment and Appointment of Trustees

The Board of Trustees provides the strategic leadership for the Charity. All members give their time voluntarily and receive no benefits from the Charity. The Board meets bi-monthly and the CEO and the Directors of Tuppenny Barn Organics also attend the meetings.

Trustee selection is based on whether an individual has either specific qualifications or life skills that will benefit the Charity. Examples include experience in education, business or running a charitable organisation. Trustees are offered external training on their legal responsibilities.

## Organisational Structure

### Employees

Staff members are recruited for specific skills, such as education, fund raising, horticulture or administration. However, of equal importance is belief in the core values of the Charity. The CEO, with input from the Board of Trustees, makes all recruitment decisions and all staff that supervise children and vulnerable adults are subject to DBS vetting.

### Volunteers

Volunteers at Tuppenny Barn continue to supplement the work of the salaried staff, similar to most other small charities. It is acknowledged that the Charity could not continue to operate as it does today without this vital support. The number of volunteers continues to increase and during the reporting period there were 69 regular members.

## Relationships

The Charity received donations from its trading subsidiary, Tuppenny Barn Organics Limited (TBO). This sister organisation seed funded the Charity and manages the organic smallholding where the Charity is based, engaging in various trading activities to support the Charity. The shop and VegBag scheme are part of these activities.

## Risk Management

The Charity's Trustees have reviewed, and continue to keep under review, all the major risks to which the Charity is exposed, including compliance with legislation and protecting the Health and Safety of staff, volunteers, clients and visitors to the Centre. The work carried out by our horticultural therapy staff involves people who are unknown to us and are often self referrals, so we carry out a risk assessment whenever these new clients are visiting the Centre.

The Trustees and Management also undertake a full and robust review of all financial and business risks. We carry out risk assessments for all public-attended events at Tuppenny Barn. In addition, visiting schools have a mandate to produce their own risk assessments guided by Farming and Countryside Education (FACE), a section of Linking Environment and Farming (LEAF).

A Covid-19 Risk assessment was initiated as soon as the pandemic started and all necessary Health and Safety measures were implemented as a matter of priority. This included stopping all

events, school visits, horticulture therapy visits and attendance by volunteers unless deemed key workers.

## Public Benefit

The Charity's Trustees acknowledge that the Charity complies with section 4 of the Charities Act 2006 regarding providing a public benefit. The Charity's Trustees have also referred to the guidance in the Charity Commission's general guidance on Public Benefit when reviewing the aims and objectives and in planning future activities. In particular, the Charity's Trustees consider how planned activities will contribute to the aims and objectives they have set. The Charity's Trustees ensure that these activities are carried out for the public benefit by delivering services that are valued by the people the Charity supports and enable those with responsibility in the sector to develop and adopt best practice, thereby promoting a transparent and efficiently managed charity that engenders public confidence and trust.

## Objectives and Values

### ► Our first charitable objective

To combine the on-site outdoor classroom facilities of the organic smallholding with our sustainably built education centre to teach children. We continue to provide opportunities for children to learn about growing and healthy eating, with an emphasis on organic fruit, vegetables and herbs in order to foster physical and emotional wellbeing. They also learn about all aspects of sustainability. Tuppenny Barn is the only charity within a 50-mile radius that offers both access to an outdoor classroom and an education centre that is considered a beacon of sustainability.

The health benefits of cooking from fresh and eating plant-based food is a key topic for all visiting children. The Charity has worked hard on placing priority in reaching children from disadvantaged backgrounds where obesity and type-2 diabetes are of increasing concern, coupled with food poverty. We are located just a short distance from a number of the top ten most disadvantaged areas in the UK. To enable more schools from the disadvantaged areas to visit, in September 2019 we launched our Travel Grant scheme in the knowledge that transport could often be a barrier on financial grounds. We are hugely grateful to all the funders of this scheme.



### **The Charity aims to reach children by hosting site visits to provide opportunities to:**

- Reconnect with food via horticulture and cookery activities (food education)
- Foster eco-stewards for the future through environmental workshops (environmental education)
- Teaching the wider benefits of our environment of organic and sustainable food production, sustainable development, water conservation, energy efficiency and protecting eco-systems, biodiversity and wildlife
- Empower and educate disabled and disadvantaged children through our fully accessible and interactive visits on site
- Inform about climate change.

### **We also encourage children to:**

- Think about the fuel they put in their bodies and make informed choices about what they eat
- Show them how easy it is to grow their own food
- Teach them how to cook - a crucial life skill that enables children to feed themselves and others well, now and in later life
- Make individual small steps in their own lives to help in the fight against climate change

### **To fulfil this key objective we run the following activities:**

- School and college visits
- Special Education Needs and Disabilities (SEND) visits
- Young Carer sessions
- Children's activities during school holidays
- Student work experience
- Duke of Edinburgh Award opportunities.

### **► Our second charitable objective**

The Charity's second charity objective is the provision of Social & Therapeutic Horticulture (STH) projects to the public in West Sussex and Hampshire in order to improve mental health and wellbeing. We use gardening to bring about positive changes in the lives of people living with disabilities or ill health, or who are isolated, disadvantaged or vulnerable. Nature-based interventions provide proven positive benefits including a reduction in depression, anxiety and stress symptoms, also improving an individual's

physical and psychological health, communication and thinking skills.

To fulfil this objective we hold weekly STH sessions called Nurture in Nature, delivered by qualified horticultural therapists. Clients are referred to us by a wide range of local NHS health professionals, including social prescribers.

### **► Our third charitable objective**

Our final charitable objective is to engage with the local community, offering opportunities to participate in organised activities and volunteering on the one-hectare smallholding and within our eco-build education centre. We also collaborate with many local organisations and help the community when the need arises.

We are able to offer opportunities to people to get involved irrespective of age or physical ability. Individuals can take part in outdoor gardening, fruit picking, preparing and preserving in our kitchen, events and also wider sustainability initiatives. The aim is to open up greater levels of social contact and inclusion and to encourage a sense of belonging and personal achievement.

The CEO regularly visits local community groups to give presentations on the Charity and also extend an invitation to interested groups and organisations to participate in on site "Tea and Tour" learning experiences.

### **Values**

- **We are inclusive.** We exist to support our local community, regardless of age, ability, economics, gender, religion, ethnicity or any other factor
- **We are sustainable.** Sustainability runs through all our activities; we strive to have the lightest possible impact on our local and wider environment
- **We empower.** Through access to our site we support those vulnerable members of our community through increased emotional and physical wellbeing
- **We are caring.** We treat everyone with respect and kindness
- **We are positive.** We never stop believing in a better future for people and the planet.



# Achievements, activities and performance

## Fight or flight

### Our Covid response

The year covered by this Annual Report was defined by the Covid pandemic. Measures to control the spread of coronavirus had been introduced and all events, courses and meetings at Tuppenny Barn had been cancelled a few months earlier with the result that the Charity lost 80% of its income overnight.

The site shop and its expanded VegBag scheme became the only source of income while we looked for alternative ways of raising funds, including grants and donations.

However, there was a positive side to our new way of working. We learned that as food producers, we were able to forge closer links with our local community, particularly the more vulnerable individuals and families for whom putting food on the table was becoming increasingly difficult.

We launched a "not for profit" scheme to provide food at a nominal price to nearly 60 elderly or vulnerable people. This included offering fish from our local fish business, an oven-ready meal from our regular caterer and bread from our artisan baker.

This was followed by food parcel deliveries for 20 local families that had been referred to us by the local schools or church, due to either food poverty, mental health issues, reported cases of domestic violence, special needs, or they were young carers. These 396 deliveries were taken on by volunteers, keen to assist the charity.



These Hardship Fund deliveries were possible because of the financial assistance we received from local community funds as well as individual donations.

We knew that times would be hard during this financial pandemic year but we also learned that resilience, innovation and building our financial stability would be the key to the survival of the Charity.

"Transforming Tuppenny", an ambitious project to build an on-site community shop and café, was launched and will become the major provider of financial sustainability for the Charity's future.

"No-one could have imagined how all our lives would have changed in such a short period of time," said CEO Maggie Haynes. "The pandemic made us take a hard look at how Tuppenny Barn operates within our local community; how we work with our clients and customers; and how we can ensure the Charity is in a solid financial position to be able to continue this work."

**"It was a case of 'fight or flight' and, not one to be beaten, we took on the challenge of assisting the community where help was needed most."**

## Our 'Sunflowers' blossom during lockdowns

### Education



Tuppenny Times with Abi.

The education team at Tuppenny Barn faced many challenges in 2020/2021 but, with the help of digital services such as virtual meetings and YouTube it was an encouraging year thanks to continued contact with teachers and students.

The onset of lockdown in March 2020 and again in January 2021 meant that visits were severely affected and one half of the team, education officer Liz Pendry, was furloughed for a significant part of the year.

Although school visits ceased in person, Abi Young, the senior education officer, carried on electronic communication suggesting activities for teachers and their students. She also started 'Tuppenny Times with Abi' on YouTube where teachers and students could see what was happening at Tuppenny Barn and what activities were taking place on the one-hectare organic smallholding.

'Farmer Time' was also able to continue throughout lockdown with our partnership school Washingborough Academy. Apple rings were exchanged by post in the autumn and the pupils also received a Christmas wreath after one was made live on camera with the children.



A Sunflowers session for young carers.

The first students to return onsite in September were from the 'Sunflowers', a green therapy group involving a selection of students from The Bourne School who have a background of caring for an adult or other family member at home. This was made possible through a grant from the ISLA foundation and donations to our food parcel fund.

We learned during our food parcels deliveries about young carers who were struggling during the pandemic with low self esteem, often missing school and feeling guilty when not being able to be with the person they were caring for.

So in the summer of 2020 we started a group for young carers, initially involving 12 students from Year 8. Thanks to a grant from the Gerald Micklem Charitable Trust, we were able to continue sessions for the 'Sunflowers' and in January 2021 extended the intake to Years 7 and 9.

That Christmas, we were also able to work with Bourne College who had asked us to provide food parcels for vulnerable, local families. Following a community collection and assistance from local businesses and Waitrose, we were able to deliver 20 boxes of festive food to ensure these families were able to enjoy a Christmas lunch.

The sessions were designed to give the young carers an emotional and wellbeing lift as well as being educational. When the second lockdown happened in January, e-mail correspondence continued and packages were sent to the students containing planting activities to grow their own microgreens, a book, some soap and bug hunting information sheets.

The return of this group also brought Liz back to the team with the result that Abi and Liz were able to work on refining and improving the workshops offered by the education team.

They were also able to offer online Continuing Professional Development for teachers thanks to a grant from the South Downs National Park (SDNP). The theme of this was 'Feel Better to Learn Better' and the course was well attended.

With schools being reluctant to venture off their own school sites, the SDNP also made funding available for in-school visits and Abi and Liz were able to visit several schools between December 2020 and April 2021 as well as providing two holiday workshops in March 2021.

**"The activities met our objectives and were highly engaging, creative and ensured all children were kept busy!"**

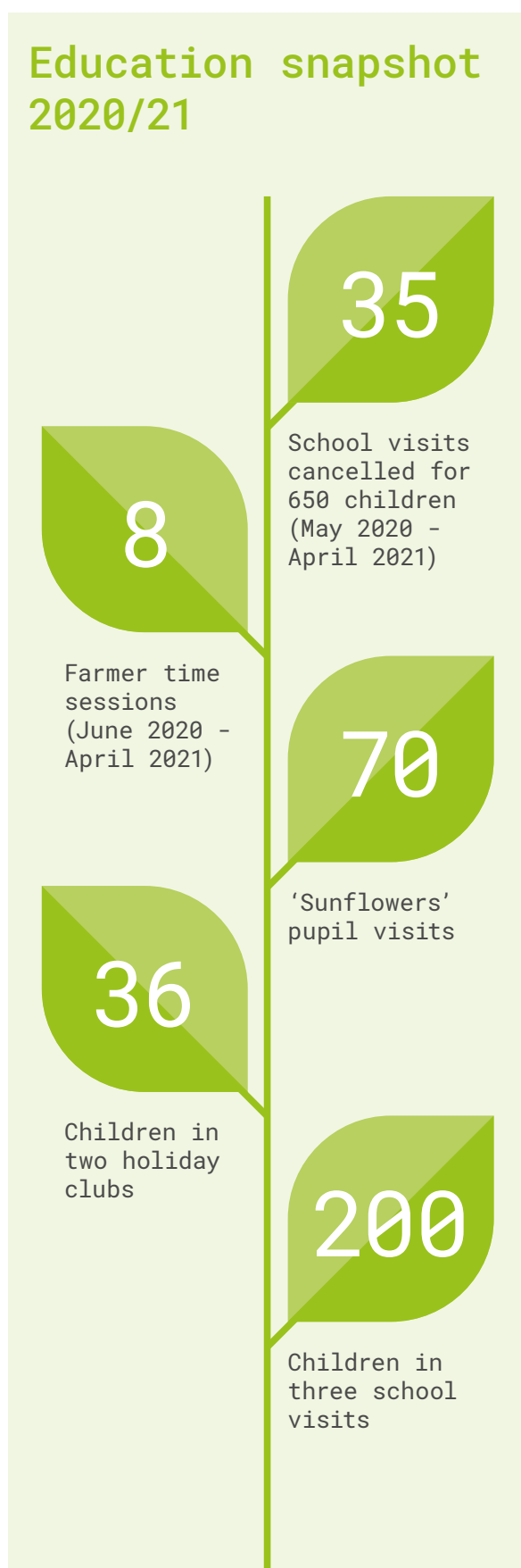
Fishbourne Primary School

Education Officer Abi reveals the secrets of pond life during a school visit.





## Education snapshot 2020/21



## Delivering green therapy in a pandemic

### Social and Therapeutic Horticulture

The challenge faced by the STH group because of the risks and restrictions of lockdown was how to keep going in the best and safest way. Weekly Zoom meetings were established so that clients could stay in touch whilst unable to attend in person.

This was greatly appreciated by the group and laughter could be heard spilling out from one of Tuppenny Barn's computers instead of from the STH polytunnel. This was a vital link that helped all our participants' wellbeing at such a difficult time.

With careful planning, we were able to slowly and safely start having participants back on site in August 2020. This was a great relief to all and boosted everyone's mood. Work continued on the new sensory beds by involving both the STH Friday group and clients from Stonepillow, a local charity for the homeless.

We were approached by Stonepillow as part of an outreach programme to provide a weekly session for 20 weeks enabling us to run activities involving gardening, social interaction and nurturing skills to provide hope and purpose for our clients.



The sensory beds area took shape and were able to provide an outdoor work space for the group, particularly on extremely hot days when the polytunnel work could be challenging. This new area offered a good sense of purpose and achievement for the STH participants who had been so involved in creating and planting the new beds. It is also an extra resource for the school groups, the 'Sunflowers' group and the forthcoming City and Guilds Level 1 course.

Lead therapist Sonia Rasbery and Duncan Bryant welcomed Jane Gleeson to the STH volunteers. We are very lucky to have such dedicated and skilful people as many of the group benefit from this level of support which having the volunteers enables us to achieve.

Following a feasibility study, plans are being made to run a second or third garden therapy group in the near future.

Lockdown has meant many of us have rediscovered our need for time in green spaces and natural environments and it was rewarding to see this need being met for our participants over the past year.

Overall, we managed to maintain our service provision during the pandemic for those most in need and now 12 months on have reached our capacity with a waiting list.

Local social prescribers provide the opportunity for people to access this service and we have made contact with 19 social prescribing organisations to date including Chichester District Council, Sussex Partnership Trust, Sussex Community NHS, Havant and Waterlooville NHS and Hayling Island and Emsworth Primary Care Network.

We have been building on our collaboration with social prescribers to ensure that we have a clear route available for people to access our services.

Social prescribers provide an opportunity for people to talk through some of their non-medical issues in their life, which may be having an adverse impact on health and wellbeing. They explore opportunities for people to connect to the practical and emotional support available in their community. Tuppenny Barn is one such organisation.

We now ensure that all our new or potential clients are referred to us to ensure there is a clear line of responsibility allowing the correct duty of care to be provided at all times.

We are pleased to report that three of our current STH participants have applied to do a Tuppenny



STH therapists and volunteers with some of their clients.

Barn City and Guilds Horticultural pilot course for the actual Level 1 City and Guilds that will start in early 2022 in partnership with Aspire. This course will be aimed at vulnerable adults.

## Bridging the Covid gap

### March 2021 Post-Covid

We now have 10 clients attending our Friday session. Plans underway for a second group.

### March 2020 Pre-Covid

9 clients regularly attending our STH sessions at Tuppenny Barn.

### Bridging the gap

4 clients regularly attended our STH sessions over Zoom. We delivered growing material to encourage growing from home.

## Fundraising focus on our community



Kate with one of the food parcel deliveries for vulnerable families.

The 2020 pandemic was an extremely challenging and busy time for many with incomes reducing and workloads increasing.

At the start of the lockdown in March we realised that Tuppenny Barn and the fresh produce it provides from our smallholding were going to be much needed. Unable to deliver our main projects we focused on our Charity's aim of supporting the community and we adapted our delivery to support families most in need at this difficult time.

Ensuring food supplies was essential and we increased our gardening activity in order to supplement the produce we were able to sell in our organic shop. Our team of volunteers helped us plant, crop, harvest, bake and deliver our products and we deployed staff to areas where the need was greatest.

We also increased the number of vegetable bag deliveries to the elderly and vulnerable which increased revenue to our organic shop, income which went directly to the charity to help sustain Tuppenny Barn Education.

For those who were struggling to get food to feed their families we introduced a food hardship fund which delivered essential food items from April to September.

Partnering with new organisations such as Fareshare, UK Harvest and Southbourne Women's Institute helped us deliver the support families needed. The wider community rallied round with monetary donations, volunteering their time, donating baked goods and food staples.

Funding was one of the main challenges for us in delivering the service. Spring and summer are the main fund-raising periods for Tuppenny Barn. Much of our income at this time is raised through fund-raising events, seasonal workshops, venue hire and income from visiting schools.

We were unable to realise this income due to the pandemic lockdown and the restrictions in place with the result that we lost over 80% from our regular income streams.

To help mitigate some of this lost income, Tuppenny Barn was able to access a number of Covid relief grants including the Charities Aid Foundation Resilience Grant, The National Lottery Coronavirus Community Support Fund and Sussex Community Foundation Crisis Fund.

We were grateful to our existing funders such as the Ninevah Charitable Trust and The D'oye Carte Charitable Trust who provided flexibility allowing us to unrestrict any unspent grants and direct funds to where they were most needed.

We were also fortunate to benefit from continued support from our local branch of Waitrose, an organisation at the heart of our local community, The Northern Co-op Local Community Fund and Love Your Neighbourhood Local Partnership with Southern Co-op. These funds have been vital in enabling Tuppenny Barn to continue to support the community during a year of upheaval and change.

Despite the extremely challenging year faced by all, at Tuppenny Barn we have been able to further establish our standing in the community during this time. We've strengthened and increased our work with partners to ensure we are reaching those who are most in need.

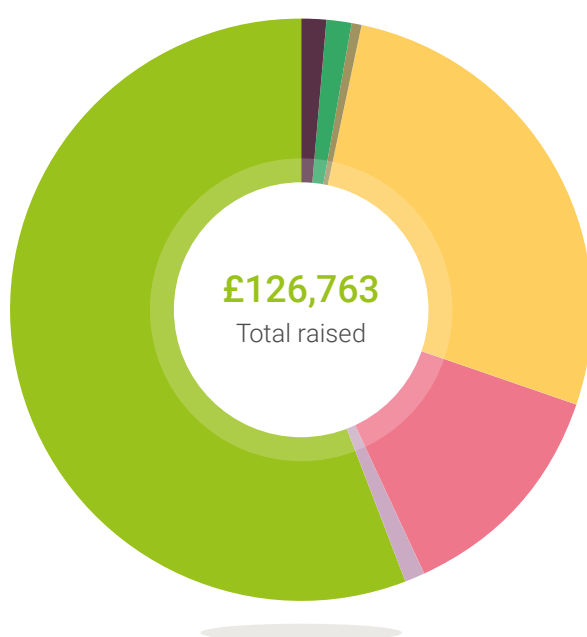
We have demonstrated that we are flexible, adaptable, proactive and able to meet the changing needs of our community at a time of uncertainty. We have established new and much needed projects such as our 'Sunflowers' programme for young carers as well as reaching new audiences

such as homeless clients and young people and adults with learning needs.

Faced with such a huge programme of challenges, Tuppeny Barn has delivered lasting change by being responsive and adaptable with fundraising and delivery experience, using networks and partnerships forged through our community engagement.

Without the support and generosity of trusts and foundations through their grants and the donations of individuals, we would not have been able to achieve the results covered in this Report.

## Our fundraising summary



- Community £2,587.04
- Corporate £2,274.84
- Events £521.83\*
- Individual donations £32,568.30
- Other £16,231.59\*\*
- School contributions £1,491.65\*\*\*
- Trufts & Foundation grants £71,087.75

\* Events income down on previous years due to restrictions in place as a result of the pandemic.

\*\* Other income increased on previous years as a result of the Furlough pandemic scheme.

\*\*\* Schools contributions income down on previous years due to restrictions in place as a result of the pandemic.

## Trufts & Foundation grants

Funder	Amount
Charities Aid Foundation	£21,860.00
Chichester District Council	£3,241.00
Cleopatra Trust	£500.00
Neighbourly Community Fund	£400.00
Emsworth Community Chest	£500.00
Friarsgate Trust	£2,100.00
Gerald Micklem Charitable Trust	£8,000.00
Henry Smith Charity	£9,000.00
Isla Foundation	£2,000.00
The Lennox Hannay Charitable Trust	£1,000.00
The National Lottery Community Fund	£8,100.00
Sussex Community Foundation	£10,000.00
South Downs National Park	£4,136.75
Westbourne Parish Council	£250.00



Ready for delivery, Christmas hampers for vulnerable families.





Helen, our head gardener, helps with a pond clean-up.

## Our flexible friends

### The volunteers

Volunteers are a vital part of most of the activities at Tuppenny Barn although at the start of the pandemic we took the decision not to have volunteers unless absolutely essential to our new way of operating.

Fortunately, from July we were able to open up the site and create opportunities for them to return on a gradual basis.

"They were keen to return and we were pleased that we also gained a number of new volunteers," said Maggie Haynes, Founder and CEO.

"We had a steady stream of enquiries about the charity and were able to build up the different groups within our operating structure.

**"Even at the height of the lockdown, our volunteers continued to stay in contact and were able to offer assistance where practicable."**

"One volunteer was able to work from home to make preserves and jams for our site shop and others were able to provide support without being on site."

Other volunteers helped to prepare and deliver food boxes to those struggling to feed their families.

We also collaborated with Southbourne Parish Council to identify areas where we could help within the community and we were able to tap into a volunteer base formed to help those affected by the pandemic.



Jane, one of our 'jamming ladies' who make jams and preserves from produce grown at Tuppenny Barn.





Volunteers Will and Rob planting out for the coming season.

In addition to recruiting drivers for the different food delivery schemes, we were also able to engage helpers in other areas such as administration and cleaning.

Overall, the pandemic created the opportunity for us to look at our charitable objectives to identify projects that we could do within our resources. These include three new green therapy initiatives.

In normal times they prepare and harvest our home-grown fruit, vegetables and flowers whilst the legendary "jamming ladies" turn produce grown on site into jams, chutneys and other preserves for sale in the site shop.

Other volunteers work with our education team on school and community visits, they help with the STH sessions, carry out administrative duties and give their time to help out at community events.

"Our volunteers have made a significant impact on every aspect of what happens at Tuppenny Barn and, as we return to business as usual including the development of our 'Transforming Tuppenny' project, we expect this essential partnership to become more important," added Maggie.

"I am extremely thankful for the time and effort that our volunteers put in and am aware that if we didn't have them, we would not survive as a charity."



Gardening volunteer Dave prepares one of the beds for planting.

## A green build for our future



**Transforming  
Tuppenny  
Barn**

During the summer of 2020 while the charity was battling the challenges brought about by the pandemic, our vision of opening a new permanent shop along with a community café was crystallised.

'Transforming Tuppenny', as the project is called, recognised the many difficulties faced at Tuppenny Barn and by our clients and customers but we discovered great opportunities that we could build on to help our community further in providing food security locally and to safeguard the future of the charity.

**This new sustainable green-build project would drive a change in the business model of the charity and how we adapt for the future.**

There were several reasons why embarking on this ambitious project was necessary, particularly the demise of revenue streams due to the pandemic.



Customer numbers for our shop and weekly VegBag scheme quickly increased as more people wanted locally grown organic produce. It soon became apparent that our current pop-up shop did not meet the new demand.

We also noticed that once schools and our green therapy groups returned following easing of restrictions, we were inundated with new requests. The result was most activities were operating at near capacity levels.

The key project objectives are to create a permanent on-site shop to provide a service to more of our local community as well as a community café offering work experience and training for vulnerable adults and young persons.



An architect's impression of new building (right) adjacent to our Education Centre.





A view of the side and rear of the new building.

**This extra capacity will enable us to increase school visits by up to 20% as well as strengthening our financial resilience for the future of Tuppenny Barn.**

During the autumn and winter of 2020, Duncan Bryant, our project manager, visited various architects and designers, eventually settling on Grain, an architectural practice specialising in sustainable design using natural materials, to help take our vision forward.

An initial planning surgery was held with Chichester District Council's planning department to share our plans and discuss next steps.

Project documents were established to capture the key requirements and scope of work which allowed the architects to start to design our new building.

During March 2021 we held a four-week public consultation allowing the public to see the plans and design ideas for the new project and leave questions and comments. We had over 100 people visit and leave constructive comments which fed back into the next stage of our design.

With help from Grain, we identified a local construction company who specialise in natural

### **A place where humans, birds and bugs can thrive**

- The new building will be constructed with predominantly natural, low-carbon materials, avoiding energy-intensive products.
- It will be extremely well insulated. When eventually dismantled, all the materials used can either be reused, recycled or composted.
- It will also provide comfortable habitats for birds and bugs as well as humans!

and sustainable builds. A key benefit is the use of timber pre-fabricated panels which importantly reduces the construction build time.

The charity also recruited a project fundraiser to start to document a fundraising strategy.

The next key milestones are: to finalise the budget; to launch a fundraising campaign; to submit a planning pre-application to the council; and to progress designs with Grain.

# Future plans

Despite the continual uncertainty of the pandemic and its major impact on our lifestyles and working routines we have been able to maintain our focus on achieving our charitable objectives.

A great deal of planning has also been put in place to maintain this momentum and, as a result, we are looking to the future with confidence.

Our major project for the next few years will be 'Transforming Tuppenny', an ambitious plan to create a stand-alone shop and community café outside the education centre. It will be built using sustainably-sourced materials and, in addition to providing increased revenue to secure the future of the charity, it will have a social purpose by providing training or work experience for vulnerable groups such as adults with learning difficulties.

The growing popularity of our STH group has led to discussions about running an extra session with additional support personnel.

Our collaboration with Stonepillow, a Chichester-based charity for homeless and vulnerable people to provide weekly horticultural sessions attracted 10 clients who were shown gardening skills while experiencing the benefits of time spent in a natural, social setting. We hope to continue this partnership with Stonepillow.

The weekly 'Sunflowers' group sessions for young carers from Bourne Community College started in September 2020 and will continue to provide weekly educational and emotional wellbeing sessions for pupils who have to juggle their education whilst looking after a family member.

We have noticed the positive effects of these activities for the 'Sunflowers' and our Education team will continue to work with these youngsters to provide environmental learning and emotional support.

Despite there being no school visits during the reporting year, the Education team has initiated a couple of Continuing Professional Development twilight workshops for local teachers, enabled by funding from the South Downs National Park Education department. They are looking to expand this activity during the forthcoming academic year. Additionally, the team has recently finished its Forest School Training and will incorporate aspects of what they have learnt in our current school and college education programme.

The Fundraising team is hoping to raise specific funds to support schools that have a high percentage of Special Education Needs and Disabilities pupils or specialist schools catering specifically for young people with additional needs, to enable them to visit Tuppenny Barn and participate in cooking, growing and other outdoor environmental activities.

An exciting new pilot project to provide formal horticultural training for adults with learning difficulties or mental health issues was launched with the Charity being the delivery partner for a City and Guilds Horticulture Level 1 course.

We are collaborating with Aspire, the adult education partners for West Sussex County Council, to provide this course which aims to create more opportunities for adults with learning difficulties to find meaningful employment.

**Our increased charitable activities brought about because of the pandemic will continue to enable us to further strengthen our links with the local community who will be so important to the further growth of the Charity and its impact locally.**





# Financial review

Some of our running costs continue to be paid by TBO, the trading arm of the Charity. We also rely on contributions from foundations, trusts and donors that recognise and understand the value of our work with children and young people and wish to support us and help our Charity develop.

We aim to balance yearly income with expenditure so that we maintain a positive bank balance in line with our Reserves policy detailed below. At the end of 2020/21 financial year we have total funds of £79,252 (£30,456 restricted funds and £48,796 unrestricted).

## Reserves Policy

Our reserves policy is to aim to achieve three months of operating costs as free reserves in order to meet any contingent liabilities and provide adequate working capital. We began to work towards this aim however have had to use some of these free reserves in recent months due to the loss of our normal revenue stream caused by the pandemic. The Board has made note that we will continue to strive for this aim in the coming year, ensuring that financial resilience is deemed a priority.

## Trustees' responsibility in relation to the financial statements

The Charity trustees are responsible for preparing a trustees' Annual Report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Policies).

The law applicable to charities in England and Wales requires the Charity trustees to prepare financial

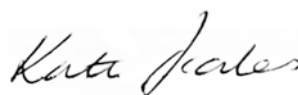
statements for each year which gives a true and fair view of the state of affairs of the Charity and of the incoming resources and applicable resources of the Charity for the period in preparing the financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the applicable Charities Statement of Recommended Practice (SORP);
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements; Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The trustees are responsible for keeping proper accounting records and disclose with reasonable accuracy at any time the financial position of the Charity and to enable them to ensure that the financial statements comply with the Charities Act 2011 and the applicable Charities (Accounts and Reports) Regulations. They are also responsible for safeguarding the assets of the Charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees confirm that to the best of their knowledge there is no information relevant to the Independent Examination of which the Examiner is unaware. The trustees also confirm that they have taken all necessary steps to ensure that they themselves are aware of all relevant financial information and that this information has been communicated to the Examiner.

Presented and approved by the Board of Trustees at a board meeting held on 24th January 2022 and signed on their behalf.



Katherine Scales, Trustee

## Statement of Financial Activities

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2021/20 £	TOTAL 2020/19 £
<b>INCOME</b>						
<b>Income and Endowments from:</b>						
Donations and Legacies	2a	42,726	0	81,064	123,790	105,915
Charitable Activities	2b	2,964	0	0	2,964	6,353
Investments	2c	9	0	0	9	69
<b>TOTAL</b>		<b>45,699</b>	<b>0</b>	<b>81,064</b>	<b>126,763</b>	<b>112,337</b>
<b>EXPENDITURE</b>						
<b>Expenditure on:</b>						
Raising Funds	3a	1,585	0	817	2,402	3,693
Charitable Activities	3b	29,211	0	69,066	98,277	94,295
Other	3c	7,945	0	10,570	18,515	8,860
<b>TOTAL</b>		<b>38,741</b>	<b>0</b>	<b>80,453</b>	<b>119,194</b>	<b>106,848</b>
<b>NET INCOME/(EXPENDITURE) BEFORE INVESTMENT GAINS/(LOSSES)</b>		<b>6,958</b>	<b>0</b>	<b>611</b>	<b>7,569</b>	<b>5,489</b>
Net gains/(losses) on investments						
<b>NET INCOME/(EXPENDITURE)</b>		<b>6,958</b>	<b>0</b>	<b>611</b>	<b>7,569</b>	<b>5,489</b>
Extraordinary items		0	0	0	0	0
Transfers between funds		0	0	0	0	0
<b>Other recognised gains/(losses):</b> Gains and losses on revaluation of fixed assets for the charity's own use		0	0	0	0	0
<b>NET MOVEMENT IN FUNDS</b>		<b>6,958</b>	<b>0</b>	<b>611</b>	<b>7,569</b>	<b>5,489</b>
<b>RECONCILIATION OF FUNDS:</b>						
Total Funds Brought Forward		41,338	0	30,345	71,683	66,194
Opening Balance Adjustment		500	0	(500)	0	0
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>48,796</b>	<b>0</b>	<b>30,456</b>	<b>79,252</b>	<b>71,683</b>

Movements on all reserves and all recognised gains and losses are shown above. All of the organisation's operations are classed as continuing.

The notes on pages 24 to 33 form part of these financial statements.

## Balance Sheet

Company registration number: 07593594

	Note	Unrestricted Funds £	Restricted Funds £	30-Apr-21 Total £	30-Apr-20 Total £
<b>Fixed Assets</b>					
Tangible assets	9	375,155	0	375,155	384,028
Investments	10	2		2	2
<b>Current Assets</b>					
Debtors	11	3,096	5,000	8,096	1,283
Cash at bank and in hand	12	11,430	25,456	36,886	39,537
<b>Total Current Assets</b>		<b>14,526</b>	<b>30,456</b>	<b>44,982</b>	<b>40,820</b>
<b>Creditors:</b> amounts falling due within one year	13	2,018	0	2,018	5,900
<b>NET CURRENT ASSETS</b>		12,508	30,456	42,964	34,920
<b>TOTAL ASSETS</b> less current liabilities		<b>387,665</b>	<b>30,456</b>	<b>418,121</b>	<b>418,950</b>
<b>Creditors:</b> amounts falling due in more than one year	14	338,869	0	338,869	347,267
<b>NET ASSETS</b>		<b>48,796</b>	<b>30,456</b>	<b>79,252</b>	<b>71,683</b>
<b>Funds of the Charity</b>					
General Funds		48,796	0	48,796	41,338
Restricted Funds	15	0	30,456	30,456	30,345
<b>Total Funds</b>		<b>48,796</b>	<b>30,456</b>	<b>79,252</b>	<b>71,683</b>

### Directors' Responsibilities:

The charitable company's financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The Directors consider that the company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and members have not required the company to obtain an audit for the year in question in accordance with section 476 of the Act. However, in accordance with section 145 of the Charities Act 2011, the accounts have been examined by an Independent Examiner whose report appears on page 26.

The Directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

24th January 2022

Approved by the Directors on the .....

Signed on their behalf by Director  .....

Print Name: Katherine Scales, Trustee

## Notes to the Financial Statements

### Basis of preparation:

The financial statements have been prepared in accordance with the Statement of Recommended Practice: 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) (effective 1 January 2015) - Charities SORP (FRS102)) and incorporating update bulletin 1, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Companies Act 2006.

The functional currency of the charity is sterling (£).

The charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Advantage has been taken of Section 396(5) of The Companies Act 2006 to allow the format of the financial statements to be adapted to reflect the special nature of the charity's operation and in order to comply with the requirements of the SORP.

The charity has opted to prepare its accounts using natural categories.

### Preparation of accounts on a going concern basis

Preparation of the accounts is on a going concern basis. The Trustees are of the view that the level of reserves will support the charity going forward.

### Changes to accounting estimates

No changes to accounting estimates have occurred in the reporting period

### Material prior period errors

No material prior year errors have been identified in the reporting period.

### Changes to previous accounts

An opening balance adjustment of £500 has been entered against restricted funds. It came to light that restricted income had been inadvertently overstated by £500 due to a grant being double counted in the published accounts. There have been no changes to previous accounts.

## 1. ACCOUNTING POLICIES

The particular accounting policies adopted are set out below.

### Income

#### Recognition of Income

These are included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the income;
- it is more likely than not that the trustees will receive the resources; and
- the monetary value can be measured with sufficient reliability.

#### Offsetting

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.

#### Grants and Donations

Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS 102 SORP).

#### Tax Reclaims on Donations and Gifts

Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

#### Contractual Income and Performance Related Grants

This is only included in the SoFA once the charity has provided the related goods or services or met the performance related conditions.

#### Gifts in Kind

Gifts in kind for use by the charity are included in the SoFA as income from donations when receivable.

#### Legacies

Legacies are included in the SoFA when receipt is probable, that is, when there has been grant of probate, the executors have established that there are sufficient assets in the estate and any conditions attached to the legacy are either within the control of the charity or have been met.

#### Government Grants

The charity has received government grants in the reporting period. Grants are credited to deferred revenue. Grants towards capital expenditure are released to the income and expenditure account over the expected useful life of the asset. Grants towards revenue expenditure are released to the income and expenditure account as the related expenditure is incurred.



## Notes to the Financial Statements

### Volunteer Help

The value of any voluntary help received is not included in the accounts but is described in the Directors' annual report.

### Income from interest, royalties and dividends

This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.

### Expenditure and liabilities

#### Liability Recognition

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

#### Governance and Support Costs

Support costs represent the cost of central functions, for example governance costs, payroll administration, information technology. Governance costs are those support costs which relate to public accountability of the charity and its compliance with regulation and good practice.

#### Grants with Performance Conditions

Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SOFA once the recipient of the grant has provided the specified service or output.

#### Grants Payable without Performance Conditions

Where there are no conditions attaching to the grant that enables the donor charity to realistically avoid the commitment, a liability for the full funding obligation must be recognised.

#### Employee benefits

Short term benefits including holiday pay are recognised as an expense in the period in which the service is received.

#### Redundancy cost

The charity made no redundancy payments during the reporting period.

#### Deferred income

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which it has been received.

#### Creditors

The charity has creditors which are measured at settlement amounts less any trade discounts.

#### Legal status of the charity

The charity is a company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

#### Fixed Assets

These are capitalised if they can be used for more than one year. They are valued at cost or, if gifted, at the value to the charity on receipt.

Depreciation is calculated to write down the cost of all tangible fixed assets by instalments over the expected useful lives. The period generally applicable are:

Leasehold property	Straight line method
IT and equipment	Straight line method
Motor Vehicles	Straight line method
Fixtures and Fittings	Straight line method

#### Debtors

Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

#### Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated funds is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donors or which have been raised by the charity for particular purposes.

## Notes to the Financial Statements

2. ANALYSIS OF INCOME		Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2021/20 £	TOTAL 2020/19 £
<b>a) Donations and Legacies</b>						
Various Donations		15,960	0	15,976	31,936	31,958
Donations from Tuppenny Barn Organics		0	0	0	0	2,935
Grants	2a)i	26,272	0	60,088	86,360	66,053
Gift Aid Tax		494	0	5,000	5,494	4,969
		<b>42,726</b>	<b>0</b>	<b>81,064</b>	<b>123,790</b>	<b>105,915</b>
<b>b) Charitable Activities</b>						
School Visits		1,492	0	0	1,492	5,596
Private Hire		522	0	0	522	0
Other		950	0	0	950	757
		<b>2,964</b>	<b>0</b>	<b>0</b>	<b>2,964</b>	<b>6,353</b>
<b>c) Investments</b>						
Bank Interest Received		9	0	0	9	69
		<b>9</b>	<b>0</b>	<b>0</b>	<b>9</b>	<b>69</b>

### 2a) i Analysis of receipt of grants

		2021/20		2020/19
Chapman		0	For Hardship Fund	1,000
Charities Aid Foundation	For Core costs	4,000		0
Charities Aid Foundation	For Staff Salaries, Running Costs and Marquee	17,860		0
Chichester District Council	For Education Project costs	1,000		0
Chichester District Council	For Premises Facilities Upgrade	2,241		0
CLA		0	For Core costs (excl Salaries)	3,500
Cleopatra Trust	For Food Boxes	500		0
D'Oyly Carte		0	For Core costs	2,550
Emsworth Residents Association	For Cold Frames	500		0
Ernest Kleinwort		0	For Core costs	6,500
Finnis Scott		0	For Nature:Nature Programme	3,000
Foyle Foundation		0	For Core costs	7,500
Friarsgate Trust	For Premises Facilities Upgrade	2,100		0
Frogna Trust		0	For Rent	500
Gerald Micklem	Fork to Fork Programme	8,000	Fork to Fork Programme	5,000
Government Business Support Scheme	Support for Covid-19 Pandemic	15,272	Support for Covid-19 Pandemic	2,934
Henry Smith	For Education Officer Post	9,000	For Education Officer Post	9,000
Ian Askew		0	For Core costs	500
Isla Foundation	For Young Carers	2,000		0
Lennox Hannay Trust	For Premises Maintenance	1,000		0
National Lottery	For Core costs	8,100		0
Neighbourly Community Fund	For Food Boxes	400		0
Nineveh Trust		0	For Travel grant	2,500
Post Code Lottery		0	For Nature:Nature Programme	14,220
Rowan Bentall		0	For Rent	250
Southall Trust		0	For Insurance and Core costs	3,000
South Downs National Park Authority	For Premises Facilities Upgrade	2,700		0
South Downs National Park Authority	For Equipment Purchase	1,437		0
Southbourne PC		0	For Equipment	599
Southbourne PC		0	For Hardship Fund	500
Sussex Community Foundation	For Staff Salaries and Running Costs	5,000	For Hardship Fund/Advertising/ Equipment	3,000
Sussex Community Foundation	For Young Carers Salary	5,000		0
Westbourne Parish Council	For Food Boxes	250		0
		<b>86,360</b>		<b>66,053</b>

## Notes to the Financial Statements

### 3. ANALYSIS OF EXPENDITURE

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2021/20 £	TOTAL 2020/19 £
<b>a) Raising Funds</b>						
Publicity and Advertising		1,585	0	817	2,402	3,693
		<b>1,585</b>	<b>0</b>	<b>817</b>	<b>2,402</b>	<b>3,693</b>
<b>b) Charitable Activities</b>						
Charitable Donations and Grants	5	0	0	0	0	1,570
Computer, IT and Equipment		1,421	0	4,319	5,740	6,653
Depreciation		8,872	0	0	8,872	9,699
Direct Expenses		428	0	8,388	8,816	1,716
Entertainment and Refreshments		294	0	0	294	108
External Support		4,480	0	0	4,480	4,792
General Expenses		1,482	0	748	2,230	6,485
Insurance		276	0	3,030	3,306	2,199
Premises Costs:						
Rent		3,019	0	4,281	7,300	8,450
Utilities		478	0	1,462	1,940	2,148
Repairs and Maintenance		1,967	0	5,887	7,854	3,210
Cleaning Costs		360	0	90	450	1,773
Printing, Stationery, Postage and Telephone		123	0	1,126	1,249	1,252
Staff Training		658	0	328	986	1,016
Subscriptions		350	0	25	375	134
Vehicle Costs (incl vehicle insurance)		212	0	780	992	644
Wages and Salaries	6	4,791	0	38,602	43,393	42,446
		<b>29,211</b>	<b>0</b>	<b>69,066</b>	<b>98,277</b>	<b>94,295</b>
<b>c) Other</b>						
Bank Charges, Streamline etc		22	0	207	229	55
Bookkeeping and Accountancy Fees		504	0	5,122	5,626	6,071
Legal and Professional Fees		6,769	0	5,241	12,010	1,634
Independent Examiners Fees		650	0	0	650	1,100
		<b>7,945</b>	<b>0</b>	<b>10,570</b>	<b>18,515</b>	<b>8,860</b>

### 4. DETAILS OF CERTAIN TYPES OF EXPENDITURE

	2021/20 £	2020/19 £
Independent examiner's fees	650	1,100
Assurance services other than audit or independent examination	0	0
Tax advisory fees	0	0
Other fees (for example: financial advice, consultancy, accountancy services) paid to the independent examiner	0	0
	<b>650</b>	<b>1,100</b>

## Notes to the Financial Statements

### 5. GRANTMAKING

Analysis of grants paid (included in cost of charitable activities)

Analysis	Grants to institutions	Grants to individuals	2021/20	2020/19
	£	£	£	£
School Travel Grants	0	0	0	1,570
Total	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,570</u>

### 6. STAFF COSTS AND NUMBERS

	2021/20	2020/19
	£	£
Gross Wages and Salaries	42,084	42,446
Employer's National Insurance Costs	1,090	2,101
Employment Allowance Claimed	0	(2,101)
Employer's Pension Contributions	219	0
	<u>43,393</u>	<u>42,446</u>

No employees received emoluments in excess of £60,000. Staff are paid through the PAYE system. The charity also employed the services of three self employed persons. The total amount paid to self employed persons was £4,480 (2020/19: £4,792).

The amounts disclosed above include £13,554 (2020/19: £2,550) paid to staff whose contracts are with and who are paid by Tuppenny Barn Organics Ltd, but a recharge was made to the charity for work carried out.

The total amount paid to key management personnel (this includes trustees and senior management) for their services to the charity was £18,010 (2020/19: £16,271). Rent of £6,300 (2020/19: £3,450) was also paid to one member of the key management personnel for premises they rented to the charity (through a written rental agreement) with a further £1,000 (2020/19: £5,000) accrued for rent due but not paid within the year.

Employees who were engaged in each of the following activities:

	2021/20	2020/19
	TOTAL	TOTAL
Costs of generating funds/fund raising	1	1
Activities in furtherance of organisation's objects	5	8

### 7. DEFINED CONTRIBUTION BENEFIT SCHEME

The charity operates a government backed defined contribution pension scheme for its eligible employees. The charity paid employer contributions totalling £219 during the year on behalf of one employee. Therefore the amount of contributions recognised in the SOFA as an expense is £219.



## Notes to the Financial Statements

### 8. TRUSTEES AND OTHER RELATED PARTIES

In the period the charity has not paid any trustees remuneration.

In the period the charity has not paid any trustees expenses.

No payments were made to trustees or any persons connected with them during this financial period. No material transaction took place between the organisation and a trustee or any person connected with them.

### 9. TANGIBLE FIXED ASSETS

		Leasehold Property £	Plant and Equipment £	Motor Vehicles £	Fixtures and Fittings £	TOTAL
Cost	01-May-20	419,929	1,802	1,250	1,511	424,492
Additions		0	0	0	0	0
Cost at	30-Apr-21	<u>419,929</u>	<u>1,802</u>	<u>1,250</u>	<u>1,511</u>	<u>424,492</u>
Depreciation	01-May-20	36,849	854	1,250	1,511	40,464
Charge		8,399	474	0	0	8,873
Depreciation at	30-Apr-21	<u>45,248</u>	<u>1,328</u>	<u>1,250</u>	<u>1,511</u>	<u>49,337</u>
Net Book Value	30-Apr-21	<u><b>374,681</b></u>	<u><b>474</b></u>	<u><b>0</b></u>	<u><b>0</b></u>	<u><b>375,155</b></u>
Net Book Value	30-Apr-20	383,080	948	0	0	384,028

The annual commitments under non-cancelling operating leases and capital commitments are as follows:

30th April 2021: A 25 year lease operates from 2016 to 2041 with the initial rent set at £15,000 per annum, which can be revised as pursuant to the lease. This lease has not been capitalised as no premium has been paid or is due to be paid for the year. Lease payments are only paid when the financial position permits, and in recent years the amount paid has fallen below £15,000.

## Notes to the Financial Statements

### 10. FIXED ASSET INVESTMENTS

	Shares in group undertakings £
Market Value at 1st May 2020 and 30 April 2021	2
Net Book Value	
At 30th April 2021	2
At 30th April 2020	2

There were no investment assets outside the UK.

The charity's investments at the balance sheet date in the share capital of companies include the following:

#### Tuppenny Barn Organics Limited

Nature of business: Trading subsidiary, carries out trading activities and manages the organic smallholding where the charity is based.

<u>Class of share:</u>	<u>% holding</u>	<u>No.shares</u>
Ordinary	100	2

#### Trading subsidiary results

	2021/20 £	2020/19 £
Aggregate capital and reserves	(39,109)	(43,098)
Profit/(Loss) for the year	3,989	4,224

### 11. DEBTORS AND PREPAYMENTS

	Unrestricted Fund £	Designated Fund £	Restricted Fund £	Total 30-Apr-21 £	Total 30-Apr-20 £
Trade Debtors	1,056	0	0	1,056	180
VAT Refund	1,546	0	0	1,546	1,103
Gift Aid Tax Recoverable	494	0	5,000	5,494	0
<b>Total</b>	<b>3,096</b>	<b>0</b>	<b>5,000</b>	<b>8,096</b>	<b>1,283</b>

### 12. CASH AT BANK AND IN HAND

	Unrestricted Fund £	Designated Fund £	Restricted Fund £	Total 30-Apr-21 £	Total 30-Apr-20 £
Cash at bank and on hand	11,430	0	25,456	36,886	39,537
<b>Total</b>	<b>11,430</b>	<b>0</b>	<b>25,456</b>	<b>36,886</b>	<b>39,537</b>

### 13. CREDITORS AND ACCRUALS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Unrestricted Fund £	Designated Fund £	Restricted Fund £	Total 30-Apr-21 £	Total 30-Apr-20 £
Independent Examiners Fees	650	0	0	650	650
Pension Costs	63	0	0	63	0
Rent Accrual	1,000	0	0	1,000	5,000
Social Security and PAYE Costs	305	0	0	305	250
<b>Total</b>	<b>2,018</b>	<b>0</b>	<b>0</b>	<b>2,018</b>	<b>5,900</b>

## Notes to the Financial Statements

### 14. CREDITORS AND ACCRUALS: AMOUNTS FALLING DUE IN MORE THAN ONE YEAR

	Unrestricted Fund £	Designated Fund £	Restricted Fund £	Total 30-Apr-21 £	Total 30-Apr-20 £
Deferred Donations and Grants	338,869	0	0	338,869	347,267
	<b>338,869</b>	<b>0</b>	<b>0</b>	<b>338,869</b>	<b>347,267</b>

The deferred grants and donations are released to income over a period of 50 years in line with the writing down/amortisation of the leasehold.

### 15. RESTRICTED FUNDS

	CURRENT REPORTING PERIOD					Balance 30-Apr-21 £
	Balance 01-May-20 £	Opening Bal Adj £	Income £	Expenditure £	Transfers	
Bassil Shippham (Travel Scheme) *	880	0	0	880	0	0
Charities Aid Foundation (CAF)	0	0	4,000	4,000	0	0
Charities Aid Foundation (CAF2)	0	0	17,860	17,860	0	0
Chapman Trust	1,000	0	0	1,000	0	0
Chichester District Council (DC2)	0	0	2,242	1,688	0	554
CLA Trust	2,366	0	0	2,366	0	0
D'Oyly Carte	2,550	0	0	2,550	0	0
Emsworth Residents Association	0	0	500	217	0	283
Finnis Scott	477	0	0	477	0	0
Friarsgate Trust	0	0	2,100	2,100	0	0
Gerald Micklem	5,000	0	0	5,000	0	0
Hardship Fund	1,668	0	6,290	7,958	0	0
Henry Smith	9,000	0	9,000	6,704	0	11,296
Lennox Hannay	0	0	1,000	0	0	1,000
National Lottery	0	0	8,100	8,100	0	0
Post Code Lottery	6,041	0	0	6,041	0	0
Southall Trust	1,466	0	0	1,466	0	0
Southbourne PC (b)	500	(500)	0	0	0	0
South Downs National Park	(1,250)	0	1,437	187	0	0
South Downs National Park (2)	0	0	2,700	2,147	0	553
Sussex Community Foundation (b)	647	0	0	647	0	0
Sussex Community Foundation (c)	0	0	5,000	5,000	0	0
Sussex Community Foundation (YC)	0	0	5,000	137	0	4,863
Transform Tuppenny	0	0	15,835	3,928	0	11,907
	<b>30,345</b>	<b>(500)</b>	<b>81,064</b>	<b>80,453</b>	<b>0</b>	<b>30,456</b>

**Bassil Shippham** funds were received for the Travel Scheme.

**Charities Aid Foundation (CAF)** funds were received for core costs (4 months)

**Charities Aid Foundation (CAF2)** funds were received for staff salaries, running costs and the marquee

**Chapman Trust** funds were received for core costs

**Chichester District Council** funds were received for the bathroom facilities upgrade

**CLA Trust** funds were received for core costs (excluding salaries).

**D'Oyly Carte** funds were received for travel costs

**Gerald Micklem** funds were received for the Fork to Fork Educational Programme

**Hardship Fund** funds were received for core costs

**Henry Smith** funds were received for the Educational Officer Post

**Lennox Hannay** funds were received for premises painting and redecoration

**Southbourne PC (b)** funds were received for the Coronavirus Community Response delivery project

**South Downs National Park** funds in deficit in the previous year were replenished in this financial year

**The Sussex Community Foundation (b)** funds were received for the Coronavirus Community Response delivery project

**The Sussex Community Foundation (c)** - this is a contribution towards staff salaries and running costs

**The Sussex Community Foundation (YC)** - this is a contribution towards the young carers salary

**The Transform Tuppenny** funds were received to help expand our social purpose by enabling our educational offerings to increase and diversify

## Notes to the Financial Statements

### 15. RESTRICTED FUNDS

	PREVIOUS REPORTING PERIOD				Balance 30-Apr-20 £
	Balance 01-May-19 £	Income £	Expenditure £	Transfers	
Bassil Shippam (Travel Scheme) *	0	0	370	1,250	880
Chapman Trust	0	1,000	0	0	1,000
CLA Trust	0	3,500	1,134	0	2,366
D'Oyly Carte	0	2,550	0	0	2,550
Ernest Kleinwort	0	6,500	6,500	0	0
Finnis Scott	0	3,000	2,523	0	477
Foyle Foundation	0	7,500	7,500	0	0
Frognal Trust	0	500	500	0	0
Gerald Micklem	0	5,000	0	0	5,000
Hardship Fund	0	2,655	987	0	1,668
Henry Smith	0	9,000	0	0	9,000
Nineveh Trust	0	0	0	0	0
Post Code Lottery	0	14,220	8,179	0	6,041
Rowan Bentall	0	250	250	0	0
Southall Trust	0	3,000	1,534	0	1,466
Southbourne PC (a)	0	599	599	0	0
Southbourne PC (b)	0	500	0	0	500
South Downs National Park	0	0	1,250	0	(1,250)
Heritage Lottery Fund	8,201	0	8,201	0	0
Sussex Community Foundation (a)	5,000	0	5,000	0	0
Sussex Community Foundation (b)	0	3,000	2,353	0	647
	<b>13,201</b>	<b>62,774</b>	<b>46,880</b>	<b>1,250</b>	<b>30,345</b>

**Bassil Shippam** funds were received for the Travel Scheme.

**Chapman Trust** funds were received for core costs

**CLA Trust** funds were received for core costs (excluding salaries).

**D'Oyly Carte** funds were received for travel costs

**Ernest Kleinwort** funds were received for core costs

**Finnis Scott** funds were received for the Nature:Nature programme

**Foyle Foundation** funds were received for core costs

**Frognal Trust** funds were received for rent costs

**Gerald Micklem** funds were received for the Fork to Fork Educational Programme

**Hardship Fund** funds were received for core costs

**Henry Smith** funds were received for the Educational Officer Post

**Nineveh Trust** funds were received for travel costs (later reclassified to unrestricted funds due to Covid-19 pandemic)

**Post Code Lottery** funds were received for the Nature:Nature programme

**Rowan Bentall** funds were received for rent costs

**Southall Trust** funds were received for insurance and core costs

**Southbourne PC (a)** funds were received for the purchase and maintenance of the lawnmower

**Southbourne PC (b)** funds were received for the Coronavirus Community Response delivery project

**South Downs National Park** funds in deficit will be replenished in the next financial year

**The Heritage Lottery Fund** - the focus of this project is to discover the history and heritage of our varieties and sharing this knowledge with the visitors to the centre and orchard.

**The Sussex Community Foundation (a)** - this is a contribution towards the Education Officer Post and Travel Scheme.

**The Sussex Community Foundation (b)** funds were received for the Coronavirus Community Response delivery project

The restricted funds are wholly represented by cash reserves of the charity



## Notes to the Financial Statements

### 16. DESIGNATED FUNDS

The charity did not hold designated funds during the 2021/20 financial year.

	PREVIOUS REPORTING PERIOD				Balance 30-Apr-20 £
	Balance 01-May-19 £	Income £	Expenditure £	Transfers	
Fundraiser Post	13,000	0	13,000	0	0
Travel Scheme	1,250	0	0	(1,250)	0
	<b>14,250</b>	<b>0</b>	<b>13,000</b>	<b>(1,250)</b>	<b>0</b>

### 17. EVENTS AFTER THE END OF THE REPORTING PERIOD

There are no post balance sheet events of which the Trustees are aware, that require disclosure.

### 18. RISK ASSESSMENT

The trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining the free reserves stated, combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The trustees have also examined other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks. The directors/trustees do not believe the organisation is subject to any substantial risk beyond those disclosed in the Annual Report and Accounts. The organisation has employer and public liability insurance to protect it in the case of a claim.

### 19. RESERVES POLICY

The trustees have considered the level of reserves they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments held. The trustees aim to ensure the charity will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The trustees will endeavour not to set aside funds unnecessarily. The current reserve policy is to maintain sufficient cash flow for known commitments, and the replacement of certain assets.

### 20. PUBLIC BENEFIT

The charity acknowledges its requirement to demonstrate clearly that it must have charitable purposes or 'aims' that are for the public benefit. Details of how the charity has achieved this are provided in the Trustees report. The trustees confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities the charity should undertake.

## Independent Examiner's Report on the Accounts

### INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

I report to the trustees on my examination of the accounts of Tuppenny Barn Education Limited for the year ended 30th April 2021.

#### Responsibilities and basis of report

As the charity's trustees of the charitable company (who are also the directors of the company for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied myself that the accounts of the charitable company are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination, I have followed the Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act).

#### Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:



Name: Jackie Irvine-Smith FCIE

Date: 25<sup>th</sup> February 2022

Independent Examiners Ltd  
Unit 2 The Broadbridge Business Centre  
Delling Lane  
Bosham, West Sussex  
PO18 8NF

[tuppennybarn.co.uk](http://tuppennybarn.co.uk)



Tuppenny Barn, Main Road, Southbourne, West Sussex PO10 8EZ  
Telephone: 01243 377780  
Email: [contact@tuppennybarn.co.uk](mailto:contact@tuppennybarn.co.uk)

[tuppennybarn.co.uk](http://tuppennybarn.co.uk)



Design by [danjubb@outlook.com](mailto:danjubb@outlook.com)

Printed by SRP Design & Print Chichester on a PEFC certified paper sourced from sustainable forests. Email: [info@srpress.co.uk](mailto:info@srpress.co.uk)