



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

Summary Trustees' Annual Report for the period

From January 2023 To

December 2023

Charity name: Walk the Loop

Charity registration number: 1173103

Objectives and Activities

Summary of the purposes of the charity:

1. The advancement of education for the public benefit by providing services for children and young people (particularly age 0-8) that promote their holistic development (including physical, cognitive, social and emotional) through experiential learning outside the classroom at sites of natural beauty or of special interest on or near the London Loop
2. To act as a resource for disadvantaged children and parent-carers living in the London area who are excluded from society, or parts of society, owing to their social and economic circumstances, by providing recreational and leisure time services with a view to improving the conditions of life of such persons and helping them gain new skills.

Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.

Over the year, we ran twelve events at Pimp Hall Nature Reserve located in Chingford, off the King's Road – E4 5HR. Some 70 families attended, mostly from the local area. Based there is the Hornbeam Learning Lodge where we hire indoor space to complement outdoor activities especially in very wet or windy weather. It includes toilets and a kitchen as well as storage space for materials and resources. Also in the reserve, is the Dovecote, a restored 17th century building that provides an intimate and atmospheric exhibition space.

We were able to run events that reflected the course of nature through the seasons and how people may be feeling at different points of the year.

January to March:

To mark the start of the year and the feeling of gloom that can take over from a Christmas and New Year festivities, we ran an event on **Light in Darkness** with leaf lanterns and a wishing tree, inviting children and families to express their hopes and aspirations for the year to come.

Late March to June:

We ran four events taking place on Sundays from 2-4pm. We had three main learning outcomes:

To help parent-carers:

1. support children as they:
 - engage with nature
 - find out about aspects of nature around them
 - draw inspiration from these to make and create
2. enjoy quality time with the children in a calming green space, realising how time spent in nature can enhance a sense of well-being
3. take what they have learned further in their everyday lives

Each event was focused on a different theme / aspect of nature with some overlapping: 26th March – Birds of a Feather; 23rd April – The Wonder of Leaves; 30th April - The Joy of Wild flowers; 11th June – Insect Haven.

July to early September

Over the Summer holidays, we followed up with a further four sessions that had the same overarching learning aims but were focussed in particular on how Maths underpins so much of what we see in Nature. Under the theme of Nature's Patterns, we looked at: 4th August – Number; 15th August – Size; 25th August – Shape; 1st September – Symmetry.

September to December

As in the previous year, we were able to run indoor activities as part of the London Fungus Network's Shroom Sunday on 15th October. Then, in December we ran two events to help bring a sense of comfort and consolation to the shorter and colder days of Winter: 3rd December – Winter Warmth; 16th December – Winter's Gifts

In addition to our specific events, our challenge has been to sustain the positive aspects of the Nurture and Grow Project we ran in 2022, helping wild flowers grow and thrive in the reserve and monitoring how they may be benefiting wildlife. This has meant regular visits and checks to the reserve, weeding, culling, watering, sowing seeds and planting.

Achievements and Performance

Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.

We had detailed session plans drawn up for our events that were carefully thought through to ensure we kept our learning aims in mind while seeking to be creative and adaptable on the day. We also took photos to capture a visual record of the events when and where appropriate. We only took photos of families when they gave formal consent.

Overall, the sessions met our hopes and expectations with diverse and cross-curricular activities that could provide a rounded and uplifting experience for families.

We sought to ensure a free flow between the indoor and outdoor spaces. When it was particularly hot on 11th June, we made sure outdoor activities were mostly in shaded areas.

- Some Feedback on our Achievement and Performance

At each event, we asked a random sample of parent-carers to complete an evaluation. Overall, these show that families felt welcome and well supported. They found the sessions interesting, informative and enjoyable and gained an awareness of how just a simple walk in nature can be one of joy and discovery. They learned about the plants and wildlife around and planned to take some of our arts and crafts activities further. They found being at the reserve calming and relaxing and felt safe socialising with others, sometimes joining up with friends who came to the same event. A number of the families were visiting the reserve for the first time even though they lived nearby. It was a new discovery for them. Some comments made include:

"Great! Lovely, helpful staff. An excellent balance of guided learning and then letting us explore."

"Learnt so much. Had the opportunity to be creative."

"Lots of different and enjoyable activities for us to do."

"Nice relaxed environment."

Working Together

We liaised closely with the Friends of Pimp Hall Nature Reserve and the Hornbeam Learning Lodge where we hire indoor space.

In order to deliver events, we took on freelance specialists from the local area, including a project coordinator and skilled facilitators with relevant knowledge, experience and training in such areas as environment, forest school, planting, growing, arts and crafts. Volunteers also played a crucial role. On occasion, we worked in partnership with other organisations such as Kids' Kitchen for our Light in Darkness and Winter Warmth events and The London Fungus Network for Shroom Sunday. In such cases, we welcomed the opportunity to share ideas, facilities and resources.

Sources of Funds and Fundraising

Also a key partner was Waltham Forest Adult Learning Services. They awarded us a Community Grant of £3,060 that provided funding and support for our Spring and Summer sessions. We are grateful for their constructive backing. We are similarly grateful to the local Co-op for taking us on as a community charity and helping raise funds of £3350.69 for us across the year to help with running universal events for the community. In addition, donations in small cash and in kind (particularly when it comes to arts and crafts) helped us build up a rich variety of resources at little cost.

Financial Review

At the close of 2023, our charity has some £9,240 in the accounts as outlined in our income and expenditure account / statement that has been submitted to the Charity Commission alongside this report.

Risk Management

Walk the Loop has a strong culture of quality assurance so as to help ensure it can meet the objectives set out in its constitution smoothly and effectively.

- Finances

To provide a safety net for any unexpected eventualities or emergencies, Walk the Loop maintains reserves of £3,000. Over 2023, its main income has been from grants that are awarded on a yearly basis. To ensure financial resilience and sufficient income for 2024 and the years to come, there is an acute awareness of the need to draw on a range of fundraising streams without an over-reliance on any single one. Working in supportive partnerships with other local organisations and receiving donations in kind helps to reduce costs.

Currently, outgoing payments are made by cheque. Bank statements are received by post on a monthly basis recording income and expenditure. With the closure of local bank branches and the shift towards online banking, it has been agreed that over 2024, Walk the Loop should open an online bank account.

Being a very small charity that runs front-line events for children and families, Walk the Loop has not taken on employees directly but works with local specialists on a freelance basis as well as

volunteers. Steps are taken to value and support them in their work. They have proved to be committed and reliable.

- **Governance**

The Walk the Loop constitution details our trustee selection methods, which are also outlined in our Trustee Recruitment Policy. Over 2023, three trustees have been in place with relevant specialist areas in education, law and safeguarding. While they have provided consistent oversight over the last three years if not more, two of them envisage stepping down in 2024. A key concern for 2024 will be to ensure new trustees are found to replace them with a clear transition and induction.

The policies and procedures drawn up and approved by the trustees mainly focus on the importance of delivering our front-line services with due diligence and care. They relate to codes of conduct, safeguarding, health and safety, recruitment, DBS vetting, complaints and inclusion. Over 2024, policies and procedures set out in the updated Annual Return set out by the Charity Commission, will be introduced for good practice.

- **Running events**

In order to make sure we can consistently provide a meaningful and joyful experience to those participating in our events, careful planning, preparation and monitoring underpin our approach to running events with a checklist, guidelines, session plans and evaluations followed through on a systematic basis.

The people coordinating and facilitating our events are required to follow our safeguarding and health and safety procedures. Risk assessments are regularly carried out, particularly when it comes to checking the reserve for possible hazards.

Liability insurance is updated for the organisation on a yearly basis. At the same time, the events run are not for children on their own. We require that they be accompanied by a parent-carer who is ultimately responsible for supervising the children in their care. This is agreed with the parent-carers when they register with us. Similarly agreed is whether they are open to photos being taken of them and their children. Photos are only taken when they have given consent.

Structure, Governance and Management

We are a Charitable Incorporated Organisation (CIO) under the name of **Walk the Loop** and have a constitution whose only voting members are its charity trustees.

Names and Addresses of our Current Management Committee (Trustees)

Mrs Olivia Lowe	23 Queensbury Ardmore Lane Buckhurst Hill IG9 5RY	Founder and Trustee
Mrs Delia Ray	51 Mulberry Way South Woodford London E18 IE8	Trustee

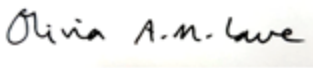
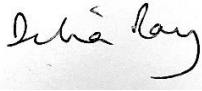

Mrs Lindsley Shearer	29 Highwood 13 Sunset Avenue Woodford Green IG8 0SZ	Trustee
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Reference and Administration Details

Charity name	Walk the Loop
Other name the charity uses	
Registered charity number	1173103
Charity's principal address	23 QUEENSBURY ARDMORE LANE BUCKHURST HILL IG9 5RY
	Tel: 07983 996373 Email: info@walktheloop.org.uk Website: www.walktheloop.org.uk

Declarations

The trustees declare that they have approved the trustees' report above.
Signed on behalf of the charity's trustees

Olivia Ann Margaret Lowe	
Delia Ray	
Lindsley Shearer	

Date: 31st October 2024

Organisation/Individual name: Walk the Loop		Registration 1173103
Period covered	Starting: January 2023	Ending: December 2023

INCOME (for the period above)	£ income
Waltham Forest Adult Learning Services	3060
Co-op	3350.69
Donations	74.79
TOTAL INCOME FOR THE PERIOD	6485.48

EXPENDITURE (for the period above)	£ expenditure
Project Coordination	296
Specialist Facilitation and Support	840
Venue Hire	150
Marketing and Promotion	159.10
Materials and Resources	371.89
Liability Insurance	130.34
DBS updates	35
Bank Charges	68.50
TOTAL EXPENDITURE FOR THE PERIOD	2050.83

Balance B/F 31.12.2022 = £4,843.47

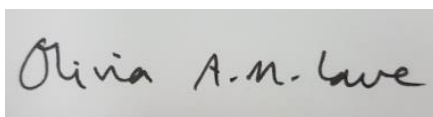
Balance C/F 31.12.2023 = £9,279.52

We, the trustees of Walk the Loop, confirm this is an accurate record of income and expenditure:

Name of person completing form:

Olivia Lowe

Signature:



Position in organization

Founder and Trustee

