

# **Friends of Llanfrechfa Grange Walled Garden**

## **Trustees Annual Report**

**For the period**

**April 2020 to March 2021**



## Reference and Administration

### Charity name, registered number and address

Friends of Llanfrechfa Grange Walled Garden (FoLGWG)

Registered charity number 1176172

Llanfrechfa Grange

Llanfrechfa

Torfaen

NP44 8YN

### Trustees

Mrs Janet Mary Smith MBE - Chair

Mrs Jane Christine MacDonald Nehaul - Vice Chair

Mrs Angela Mary Fry - Secretary

Mr Christopher John Parsons - Treasurer

Dr Umaphy Sivagamasundari - Volunteers Secretary

Ms Bobinca Gwynne Wilson - Membership Secretary

## Structure, Governance and Management

The **Friends of Llanfrechfa Grange Walled Garden** was established as a small charity in 2015 and registered with the Charities Commission in December 2017.

The charity is a Charitable Incorporated Organisation (CIO) governed by a detailed Constitution. The current trustees are four of the founder members with a further two appointed in 2016 by the founder members. The charity is run entirely by volunteers.

### Governance Arrangements

The Walled Garden is owned by the Aneurin Bevan University Health Board as a part of the larger Llanfrechfa Grange estate and on which the new Grange University Hospital has been built. The garden is an integral part of the new hospital landscape plan with its high level design having been approved by the local authority planning department as part of the hospital build planning process.

Responsibility for the redevelopment of the garden sits with the gardens' Trustees who enjoy a close working relationship with the Health Board Executive, the Works and Estates Department, staff based on the Llanfrechfa Grange site and, since it opened in November 2020, the staff in the new Grange University Hospital.

A 10-year lease has been negotiated. In year amendments to the demise of the land and building have been agreed between the charity and its landlord with the final lease awaiting approval by our respective solicitors.

The charity has structure and contents insurance with the National Farmers Union and Public Liability insurance through a block arrangement with Keep Wales Tidy.

A Risk Policy/Register is supplemented by 'Safety Instructions' and 'Principles for Working in the Garden' displayed in the garden. These have been reviewed frequently during the year to ensure working practices comply with Covid-19 Regulations.

New volunteers receive induction and safety briefings and are required to follow the safety instructions and working principles.

### **Associate Membership**

Associate membership has been held at £4 per annum and, despite access restrictions, the numbers have increased slightly during the year to 77. Members receive our quarterly newsletter and other garden related information and links via e-mail. They also received advanced notice of our only Open Day when visitor numbers were restricted and managed through pre booking. Many of our members are also volunteers.

### **Volunteers**

The charity has more than fifty registered volunteers with many committed to regular sessions in the garden. Work was sadly halted for five weeks in response to the first Covid-19 pandemic lockdown in March 2020. The Regulations in Wales then allowed for charitable activities to resume with appropriate safety measures in place so, from early May, a slow and controlled return to the garden took place with those volunteers who were able to attend, taking up the reins again.

### **Supporters**

In addition to its members and volunteers the charity has continued to receive support from Health Board staff and from the Grange University Hospital Supply Chain Partners involved in building the new hospital adjacent to the garden. Local builder A P Waters has also helped with transporting heavy donated materials.

### **Objectives and Activities**

The objectives of the charity are to redesign and restore the Victorian walled garden at Llanfrechfa Grange as a recreational or leisure time resource for the benefit of the public and healthcare staff 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 those using the garden.

With due regard to the Charities Commission guidance on public benefit the Friends of Llanfrechfa Grange Walled Garden have continued to develop the garden as an uplifting green space for the benefit of all.

2020/21 has however been a hugely different year in the garden as trustees and volunteers have striven to maintain progress with the development plan while complying with the Welsh Government's Regulations relating to the Covid-19 pandemic. Some volunteers have continued to work in the garden under strict social distancing and hygiene rules, others have

stayed away due to personal or family vulnerabilities. Numbers in the garden at any time have been restricted and adjusted in response to Covid-19 lockdowns and firebreaks.

The garden has been closed to visitors to protect the volunteers who have continued to work within its walls and there have been no large-scale working parties this year. Sadly there have been no social events either, other than a carefully managed Open Day held in September 2020 under the umbrella of the National Garden Scheme 'Great British Garden Party'.

Gatherings in the garden have been replaced by a vibrant WhatsApp group where work progress is reported daily, and where social interactions provide support, light relief and amusement. The regular trustees' meetings have taken place via Zoom with documents shared via e-mail. Design plans have been progressed in much the same way. While everyone has missed face to face contact these new patterns of working have ensured effective communication and have facilitated the continued development of the garden.

Grants have been sought and won to provide essential funds for on-going development, and a generous donation was received in July 2020 to fund artwork in the garden.

The charity has continued to produce its quarterly newsletter and to regularly update its website and Facebook pages.

In a year like no other enormous progress has been made due to the commitment of the trustees, volunteers, members and supporters. Those that have worked in the garden have benefitted enormously from being able to do so and all are looking forward to a time when the garden can be fully opened to the public for more people to enjoy.

## **Achievements and Performance**

### **Realising the Plan**

The Charity made significant progress in realising the garden's design plan during 2020/21. This development work has been championed by the volunteers who were able to attend the garden during the pandemic restrictions. Due to the fluctuating availability of materials, manpower and expertise however some aspects of the plan have slipped while others have progressed ahead of schedule.

Hard landscaping has included laying more paths, installing more seating areas and building retaining walls. Large areas of permanent planting were set out early in the year and have matured into beautiful flower beds surrounding the seating areas. Almost 9,000 spring bulbs were planted in the autumn with the first flowering in late February. In another section of the garden demonstration gardens have been marked out around a circular lawn that was seeded in the autumn of 2020 and three flowering cherries were planted in January as the first steps towards installing our Japanese Garden. A permanent and very productive vegetable plot was built during the year and compliments the produce from the greenhouse and tunnel.



Donated and recycled materials have been used wherever possible in the ongoing development of the garden. These have included items donated by local home owners and materials salvaged from the hospital building site together with many wonderful plants donated by garden supporters.

All in all, the garden was in a good place at the end of 2020/21 with volunteers looking forward to continuing its development into the future.

### **Communications and Making Connections**

The charity publishes a quarterly newsletter in both paper and electronic format and has a website and Facebook page. All are used to provide readers with updates on progress, to call for volunteers and members, and to share items of interest associated with the garden and its history.

The charity has connections with several Not for Profit organisations as sources of information, support and advice. These include the Community Land Advisory Service in Wales (CLAS Cymru), Tyfu Fyny, Social Farms and Gardens, local Associations of Voluntary Organisations, the Hardy Plants Society and the Gwent Guild of Weavers, Spinners and Dyers. We are also supported by specialists in garden design and plant choices and the 'no dig' approach to growing.

Torfaen Council Volunteers Co-ordinator, ABUHB Volunteers Co-ordinator, ABUHB Communications Team, and the Keep Wales Tidy Torfaen Environmental Project Officer continue to be communication links and sources of support when needed.

LawWorks are providing pro bono support for lease negotiations and agreement.

The ABUHB's annual volunteers' celebration event was replaced this year by a personal letter sent to all volunteers thanking them for their continued support.

### **Working with Artists**

Volunteers have enjoyed working with a number of artists engaged in providing artwork for the new hospital. These have included a sound mapping workshop conducted via Zoom to support a composer writing pieces for the hospital's multi faith room; helping design way markers for a circular walk that will pass through the garden and bench seats that will be installed outside the old manor house; a cyanotype workshop for volunteers held in the garden created images that were later installed in the new hospital. The garden has also had a large mural painted by one of the artists on a tired section of wall.

### **Therapeutic Horticulture**

The garden's Therapeutic Horticulture Programme was suspended in March 2020 as the Covid-19 pandemic lockdown came into place. Growing Space, our partner Charity, have been unable to provide appropriate supervision within the garden and have introduced other ways to support their autistic clients and those with mental health issue. The provision of any future Therapeutic Horticulture Programme will be reviewed during 2021/22.

### **Sowing to Sewing**

Several of our volunteers are capable seamstresses. In response to a call from our hospitals and together with other supporters in the community we made hundreds of colourful cloth bags for patients' belongings to be taken home in. The garden was used for sharing material donations and the collecting point for finished items. This proved a simple but satisfying way to have provided some support to Covid patients and their families when hospital visiting was not allowed.

### **Jams and Chutneys**

Many volunteers and members are also capable cooks and have made hundreds of jars of jams and chutneys from walled garden produce and donated fruit. For some volunteers who were unable to work in the garden this provided them with a way to continue to contribute from home.

### **No Dig Course**

In January 2021 one of our trustees was enrolled on a six month 'No Dig' course being delivered via an on line platform. The tutor, Cherry Taylor, awarded our charity and several other community and school groups a free place, we just had to cover the cost of the seeds to be used during the course. Sowing began in February and all are looking forward to a productive vegetable plot throughout the coming year.

### **Notable Dates and Events**

Due to the Covid-19 restrictions many activities that would have taken place in the garden were cancelled, including our public Annual General Meeting, which should have taken place in the summer. Similarly the farm and agricultural shows where we won many prizes the previous year were also cancelled as were other events we would normally have attended.

A major highlight of the year was our ability to open the garden in September as we took part in the Great British Garden Party organised by the National Garden Scheme. With visitor numbers controlled through a booking system and appropriate measures in place we were able to allow 140 people to enjoy the garden. We were pleased to share the funds raised on the day with the National Garden Scheme who in turn support a number of nursing and health related charities.

### **Funding, Grants & Donations**

Membership fees and the sale of surplus materials, plants and produce provide a regular small income for the charity.

Grants have been received from the Croesyceiliog and Llanyrafon Community Council and the Ponthir Community Council to help fund the stumpery and physic demonstration gardens. Another grant, to fund a granite Japanese lantern, was awarded by the Monmouthshire Building Society Charitable Foundation.

Two 'Local Places for Nature' awards of items to attract and feed wildlife were received from Keep Wales Tidy. The seeds, plants, compost, tools and bird feeders have been used in our wildlife garden.

A substantial donation was received from Bellway Homes (Wales) to fund artwork in the garden. Lots of ideas are being explored including the possibility of a moon gate or a dragon, or both!

The Soroptimist International Cwmbran and District group funded one of three mature cherry trees planted in the Japanese garden. Their donation was made as part of an international initiative to plant trees to celebrate 100 years of Soroptimist International.

Additional smaller donations have been received throughout the year with monies received used to support planting and hard landscaping plans and for the general upkeep of the garden.

Our participation in the Newport Uskmouth Rotary Club annual charity raffle has raised several hundred pounds in the past but was unfortunately cancelled due to the pandemic.

The charity has received many donations in kind during the year including plants, flowerpots and seeds. The continued generosity of two major donors is of particular note:- Adrian Waters, a local building contractor, has provided machinery and manpower for landscape preparation work and transport for two enormous granite stones donated from the community; The Wilko Distribution Centre in Newport has donated large amounts of compost in unsalable damaged bags.

Our principle of using salvaged materials wherever possible has been boosted by the Health Board granting permission for us to salvage dressed stone from a set of small walls across the site that were collapsing and unsafe. The stone will be used to build a retaining wall around the vegetable plot.

The charity is grateful to all individuals and organisations for their support and generosity.

### **Awards**

In July 2020 the garden received a **Green Flag Community Award** for a second consecutive year. Awarded by Keep Wales Tidy the Green Flag is the benchmark for exceptional parks and green spaces that are managed to the highest standards by volunteers.

In August we entered a 6ft Peter Rabbit, made of chicken wire and sheep wool, into the **Caerleon Scarecrow Trail** and won both the judges first prize and the Community vote.

### **Financial Review**

The financial year end of the Charity is 31 March, with this review covering the year to 31 March 2021.

The financial position of the Charity remains strong with a balance of £12,525 at 31 March 2021 (31 March 2020: £13,091).

Balance sheet as at 31 March 2021				
£'s	31-Mar-21	31-Mar-20	Movement	
	Actual	Actual	£'s	%
Unrestricted	10,259	12,591	(2,332)	(18.5)%
Restricted	2,267	500	1,766	353.1%
Endowment	-	-	-	N/A
<b>Net Cash</b>	<b>12,525</b>	<b>13,091</b>	<b>(565)</b>	<b>(4.3)%</b>

The charity had a net reduction in cash of £565 in the period, as a result of both a reduction in income but also continued spend on plants and the renovation of the garden. The pandemic restrictions put in place by the Welsh Government meant that fewer events could be held which had an obvious impact on the ability of the Charity to receive revenue from its more controllable sales streams. Expenditure however remained high and in fact, non-restricted project spend actually increased on the prior year.

We received a number of generous donations and grants in the year for specific projects (classified as Restricted income). Spend on restricted projects has decreased from the prior year purely due to timing of when the grant or donation was made and the spend occurred.

Income statement for the period 1/4/20 - 31/3/21			
£'s	FY21		FY20
	Actual		Actual
<b>Income</b>			
Unrestricted income	2,777		5,681
Restricted income	3,151		910
Income	5,928		6,591
<b>Expenditure</b>			
Unrestricted expenditure	(5,109)		(3,219)
Restricted expenditure	(1,385)		(3,897)
Expenditure	(6,493)		(7,116)
Unrestricted income	(2,332)		2,462
Restricted income	1,766		(2,987)
<b>Net income</b>	<b>(565)</b>		<b>(525)</b>

We have benefited from several small donations but would like to again highlight the following individuals and groups for their kind donations and grants received this period;

#### *Restricted*

- Monmouthshire Building Society Charitable Foundation (£970)
- Cwmbran and District Soroptimist Club (£331)
- Croesyceiliog and Llanyrafon Community Council (£250)
- Ponthir Community Council (£250)
- Bellway Homes (Wales) (£1,350)

As touched upon earlier in the report, due to the restrictions put in place by the Welsh Government fewer events which have been held in previous years could be run. This led to a reduction of £700 in sales of plants, produce and surplus stock. Despite this, we have continued to be strongly supported by members, volunteers and visitors to the garden and sales have been strong when events were held (e.g. the Open day held in September).

As is evident in the Garden, expenditure remained high in the year with spend on plants and compost increasing by £2,500 on the prior year. Spend on building materials reduced on the prior year where paths and retaining walls made a large part of the spend but have stayed



relatively high at £2,262 (2019: £4,081). During this time of uncertainty, it has been more important than ever that the Trustees remain vigilant in maintaining tight control over expenditure and we have continued to do this. As in the prior year this is helped, as noted earlier, by local businesses that have provided support and shown generosity in providing goods and services either freely or at discounted rates, which has helped the garden to progress to its current stage. We would again like to thank you all for your continued support.

2020/21 was a challenging year, but with the support from members, volunteers, supporters and visitors to the garden the Charity has been able to remain robust and indeed move forward with its objectives. We look forward to a hopefully more settled 2021/22.

## Declaration

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

Signed on behalf of the charity's trustees

**J M Smith**

**Janet Mary Smith**  
**Chair**  
**29 July 2021**

*J C M Nehaul*

**Jane Christine MacDonald Nehaul**  
**Vice Chair**  
**29 July 2021**





## Receipts and payments accounts

For the period from	01/04/2020	To	31/03/2021
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Plant sales	1,174	-	-	1,174	1,303
Donations	202	1,681	-	1,883	2,029
Membership fees	304	-	-	304	268
Produce sales	195	-	-	195	450
Event income	457	-	-	457	630
Other income	445	-	-	445	1,410
Grant income	-	1,470	-	1,470	500
<b>Sub total</b> (Gross income for AR)	<b>2,777</b>	<b>3,151</b>	<b>-</b>	<b>5,928</b>	<b>6,591</b>
<b>A2 Asset and investment sales, (see table).</b>					
N/A	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>2,777</b>	<b>3,151</b>	<b>-</b>	<b>5,928</b>	<b>6,591</b>
<b>A3 Payments</b>					
Building materials	1,192	970	-	2,162	4,081
Plant and compost purchases	2,742	631	-	3,373	1,563
Refreshments	31	-	-	31	267
Garden sundries	424	-	-	424	887
Structure & contents insurance	213	-	-	213	212
Public liability insurance	100	-	-	100	87
Events	190	-	-	190	20
Other	-	-	-	-	-
<b>Sub total</b>	<b>4,892</b>	<b>1,601</b>	<b>-</b>	<b>6,493</b>	<b>7,116</b>
<b>A4 Asset and investment purchases, (see table)</b>					
N/A	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>4,892</b>	<b>1,601</b>	<b>-</b>	<b>6,493</b>	<b>7,116</b>
<b>Net of receipts/(payments)</b>	<b>- 2,116</b>	<b>1,550</b>	<b>-</b>	<b>- 565</b>	<b>- 525</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>12,591</b>	<b>500</b>	<b>-</b>	<b>13,091</b>	<b>13,616</b>
<b>Cash funds this year end</b>	<b>10,475</b>	<b>2,050</b>	<b>-</b>	<b>12,525</b>	<b>13,091</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Cash and cash equivalents	10,475	2,050	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>10,475</b>	<b>2,050</b>	<b>-</b>
	receipts and payments account(s)	OK	OK	OK
<b>B2 Other monetary assets</b>	<b>Details</b>	<b>Unrestricted funds to nearest £</b>	<b>Restricted funds to nearest £</b>	<b>Endowment funds to nearest £</b>
	N/A	-	-	-
	N/A	-	-	-
	N/A	-	-	-
<b>B3 Investment assets</b>	<b>Details</b>	<b>Fund to which asset belongs</b>	<b>Cost (optional)</b>	<b>Current value (optional)</b>
	N/A		-	-
	N/A		-	-
	N/A		-	-
<b>B4 Assets retained for the charity's own use</b>	<b>Details</b>	<b>Fund to which asset belongs</b>	<b>Cost (optional)</b>	<b>Current value (optional)</b>
	Green house	Tesco - Green house and shed	7,349	7,349
	Shed	Tesco - Green house and shed	3,105	3,105
			-	-
			-	-
<b>B5 Liabilities</b>	<b>Details</b>	<b>Fund to which liability relates</b>	<b>Amount due (optional)</b>	<b>When due (optional)</b>
	N/A		-	
	N/A		-	
	N/A		-	
	N/A		-	
Signed by one or two trustees on behalf of all the trustees	<b>Signature</b>	<b>Print Name</b>	<b>Date of approval</b>	
	<i>J M Smith</i>	Janet Mary Smith	19/04/2021	
	<i>J C M Nehaul</i>	Jane Christine MacDonald Neuhal	19/04/2021	