

**CULPEPER COMMUNITY GARDEN ASSOCIATION**

**REPORT AND ACCOUNTS FOR THE YEAR ENDED**

**31 MARCH 2021**

## **CULPEPER COMMUNITY GARDEN ASSOCIATION**

### **REPORT OF THE MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 MARCH 2021**

---

#### **STRUCTURE AND OBJECTS**

The Association is a Charitable Incorporated Organisation (CIO). The registration of the CIO is charity number 1176277. The registered address of the association is 2 Dignum Street London N1 0FJ.

The objects of the Association are to maintain and manage an open space in the borough of Islington for the benefits of its members and local residents.

In planning our activities for the year we kept in mind the Charity Commission's guidance on public benefit at our Management Committee meetings.

#### **ACHIEVEMENTS AND PERFORMANCE**

Seen as a model of good practice for many years, Culpeper Community Garden, established in 1982, continues to be a source of inspiration, pleasure and relaxation for members, volunteers and visitors alike. Our relatively small open space in inner London is run by members and volunteers on sustainable, organic principles. It includes 46 plots cared for by local people without their own gardens, plots for supported community groups, and communal areas, including a pond, a wildlife area, lawns, Dry Garden, and rose pergola, a greenhouse; and a 'tea hut' for members. We have a small community building used regularly as a classroom, a meeting room for community groups, and available for rent to our members for birthday parties and weddings.

The day-to-day management of the Garden is in the hands of 2 part-time members of staff, Mandy Graham and Paul Formosa.

#### **2020/2021: We Never Closed**

These have been an extraordinary and challenging 12 months here at Culpeper. We have never been busier. Our public gates were firmly closed by Government decree in March 2020; however, our truly remarkable Garden Workers and volunteers worked hard to ensure our most vulnerable members were able to access the Garden in a Covid-safe and secure way, following government guidelines.

We introduced an online booking system so members could access their plots; and provided them with keys to the yard gate. We contacted more than 70 of our more vulnerable members and group participants by phone to check that they were OK, and followed up with those who were not.

Our staff supported those self-isolating and those who had lost their support workers with shopping, picking up medicines and trips to the doctors for urgent treatment. We even helped one vulnerable person move house under difficult circumstances. The lack of choices and opportunities for face to face contact amongst our client groups was a key driver in us instigating this work: the people we care about faced a truly dire situation.

There were a number of people we contacted whose already challenging mental health circumstances were exacerbated by the pandemic. We provided the opportunity for those most in need to get exercise and be outdoors away from the often stressful setting of the few parks that were open (having to deal with joggers, covered benches and the police). Throughout the month of April, we facilitated over 30 people experiencing high levels of distress to spend time in the garden, for a total of at least 150 hours.

We provided an enclosed outdoor space for young people from specialist school providers: this included a weekly session for young people from New River College.

By the beginning of August, we were able to re-establish limited, supervised public access to the Garden, which was to continue until the end of lockdown in the following year.

By September we had secured funding from the Covid Response funds administered by DCMS, Comic Relief and the National Lottery, had generous adjustments made to our existing funding by City Bridge Trust and Cripplegate Foundation; and also received some substantial donations, not least from Macquarie Bank, in order to provide therapeutic activities and ensure our viability through the pandemic.

The project activities were organised into three areas of operation: Arts, Wellbeing and Supported Gardening. Arts included a specific project for women in partnership with Islington Mind, and our popular choir became a weekly outdoor percussion group. Wellbeing saw Chi Kung on the lawn every Monday, regular mindfulness sessions with our partner Claire from Nature as Nurture, and a weekly guided walking group.

Our supported gardening project enabled shared supported housing residents with high and complex needs to enjoy some gentle gardening and respite whilst remaining safe in their household bubbles. Also, we ran a weekly maintenance session aimed at men who were living alone. We had regular visits from New River College students, a class group who were in alternative provision because of their medical conditions.

We continued to welcome volunteer gardeners by appointment to help maintain the Garden and Culpeper Park. We also formed partnerships with local Mutual Aid groups, who started to bring prepared meals and lunches for the people being supported at the garden.

In January 2021 we were given additional funding from Wave 3 of the London Community Response Fund (administered by City Bridge Trust) in order to continue our Covid response work. Each activity was programmed to be between 6 and 12 weeks long; and was organised to finish at the end of June 2021, by which time we anticipated restrictions would ease and alternative service providers would be reinstating activities.

Unfortunately, this has not been the case, and we have seen increasing demand from individuals, statutory service providers and local community groups for a Covid-secure outdoor space in which to attend activities & socialise. The thing we are most proud of, sadly, is that we have been called 'lifesavers' more than once.

## **GOVERNANCE**

During a year of unparalleled challenges a committed Management Committee directed the work of the Garden and staff, to ensure that the vital resource the Garden provides to the local community remained accessible as far as possible within government guidelines.

The Committee is elected by the members and is responsible for the governance and management of the Garden. The site is held on a 50 year lease at a peppercorn rent from the London Borough of Islington; and registered as a Field in Trust - an open space in perpetuity

## **FINANCE**

Our main funding for our core activities, including environmental education, came from the Cripplegate Foundation, Groundwork UK, the Macquarie Group, the Newby Trust Islington Borough Council, the National Lottery, and the City Bridge Trust. Funding for specific projects came from the National Lottery, Awards for All, the Arsenal Foundation, Islington Borough Council and the D'Oyly Carte Charitable Trust. Other income came from members' subscriptions and donations.

We suffered a considerable loss of income from restricted access to the Garden, which meant that we could not use the Garden and Resource Centre for private events and plant sales. However, our main funders were able to channel us additional funding through the Covid Community Fund. We are indebted to them for their help during this crisis, without which we would have had to deplete our reserves to a dangerous level.

We therefore continue to hold reserves equivalent to approximately six months of our running costs. In the event of reduced income in the future, this would enable us to run a basic service in the garden, while we sought future funding. It would also mean that we could meet our responsibilities to our staff if we needed to terminate their contracts.

## **MANAGEMENT COMMITTEE**

As at 31 March 2020, the following were members of the Management Committee, all elected at the previous Annual General Meeting, or co-opted later:

Jeff Patti (Chair)	Nikki Burkes
Morgan Le Gall Roberts (Secretary)	Lucia Farinati
Stephen Mullin (Treasurer)	Simon Izod
	Pauline Lord
	Shakir Razak
	Paul Thompson

In addition, there were four Trustees empowered to hold a lease from LB Islington Council on behalf of the Association: Peter Sutton, Kristina Glenn, Elizabeth Evans and Margaret Pitt.

Members of the Management Committee are elected at the Annual General Meeting. The committee may appoint further members during the year to fill vacancies.

## **BANKERS**

The Association holds a current account with the Co-operative Bank, Angel branch. It also holds a current account and a deposit account with the CAF Bank.

## **INDEPENDENT FINANCIAL EXAMINER**

Martin Niemann was appointed as Independent Financial Examiner at the 2020 Annual General Meeting.

*These Accounts were approved by the Management Committee on*

*.....~~4~~..... AUGUST..... 2021 as a true record of the Association's Balance Sheet and statement of Financial Activities for the year ended 31 March 2021, and signed on its behalf by:*

*..... Jeff Patti ..... Jeff Patti (Chair)*

*..... Morgan Le Gall Roberts ..... Morgan Le Gall Roberts (Secretary)*

*..... Stephen Mullin ..... Stephen Mullin (Treasurer)*

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF CULPEPER COMMUNITY GARDEN ASSOCIATION**

I report to the trustees on my examination of the accounts of Culpeper Community Garden Association for the year ended 31 March 2021, which are set out on pages 7 to 10.

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

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

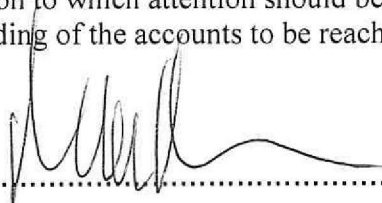
I report in respect of my examination of Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the Directions given by the Charity Commission under section 145(5) (b) of the Act.


### **Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which give me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act; or
- the accounts do not accord with the accounting records; or
- the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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

Signed: .....

Date: .....

Name:

Martin Niemann FCA

Relevant professional qualification or body:

Chartered Accountant ICAEW

Address:



13 Broadlands, Syderstone  
King's Lynn, Norfolk PE31 8ST

# CULPEPER COMMUNITY GARDEN ASSOCIATION

## BALANCE SHEET AS AT 31 MARCH 2021

	Note	2020/2021 £	2019/2020 £
<b>Fixed assets</b>			
Buildings	2	161,617	166,214
<b>Current assets</b>			
Cash at bank and in hand	3	47,114	35,468
		<u>47,114</u>	<u>35,468</u>
<b>Current liabilities</b>			
Creditors and accrued expenses	4	1,803	2,807
		<u>1,803</u>	<u>2,807</u>
<b>Net current assets</b>		<u>45,311</u>	<u>32,661</u>
<b>Total assets less current liabilities</b>		<u><u>206,928</u></u>	<u><u>198,875</u></u>
Represented by:			
Unrestricted fund		37,688	26,672
Designated fund		161,615	166,212
Restricted fund		7,625	5,991
<b>Total Funds</b>		<u><u>206,928</u></u>	<u><u>198,875</u></u>

These Accounts were approved by the Management Committee on .....  
**9 AUGUST** ... ..2021 as a true record of the association's Balance Sheet  
 and Statement of Financial Activities for the year ended 31 March 2021, and  
 signed on its behalf by:

.....  ..... Jeff Patti (Chair)  
 .....  ..... Morgan Le Gall Roberts (Secretary)  
 .....  ..... Stephen Mullin (Treasurer)

The notes on pages 9 and 10 form part of these accounts



# CULPEPER COMMUNITY GARDEN ASSOCIATION

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2021

	Notes	Unrestricted Funds £	Designated Funds	Restricted Funds £	2020/2021 £	2019/2020 £
<b>INCOME</b>						
Grants received	5	60,391	-	15,104	75,495	45,775
Membership subs		2,422	-	-	2,422	1,618
Gift Aid		781			781	-
Interest received		99	-	-	99	188
Fundraising events and donations		568	-	-	568	14,811
<b>TOTAL INCOME</b>		<b>64,261</b>	<b>-</b>	<b>15,104</b>	<b>79,365</b>	<b>62,392</b>
<b>EXPENDITURE</b>						
Salaries	6	40,021	-	2,946	42,967	40,190
Electricity		797	-	177	974	736
Water rates		982	-	218	1,200	1,200
Insurance		822	-	182	1,004	1,171
Equipment		1,403	-	311	1,714	569
Materials		851	-	300	1,151	836
Postage, copying, stationery		448	-	99	547	788
Telephone		477	-	106	583	803
Fundraising & events costs		368	-		368	1,017
Repairs & improvements		5,002	-	-	5,002	1,598
Volunteers' expenses		807	-	-	807	671
Greenhouse/Compost Heap		-	-	-	-	-
Workshops/Summer Arts		1,075	-	-	1,075	1,498
Project Dirt		-	-	-	-	-
Culpeper Choir		-	-	17	17	453
Mindfulness		-	-	-	-	384
Cook and Grow		-		1,745	1,745	1,065
Elfrida				1,201	1,201	1,051
Nature Wellbeing Activities				2,760	2,760	-
Arts and Crafts Sessions				1,277	1,277	
Environmental Education		8	-	-	8	6
Payroll processing/police checks		661	-	-	661	651
Staff training		189	-	-	189	546
Depreciation		-	4,597	-	4,597	4,597
Miscellaneous		1,464	-	-	1,464	1,679
<b>TOTAL EXPENDITURE</b>		<b>55,375</b>	<b>4,597</b>	<b>11,339</b>	<b>71,312</b>	<b>61,510</b>
<b>NET INCOME for the year</b>		<b>8,886</b>	<b>(4,597)</b>	<b>3,765</b>	<b>8,053</b>	<b>882</b>
<b>FUNDS TRANSFERS</b>		<b>2,131</b>	<b>-</b>	<b>(2,131)</b>	<b>-</b>	<b>-</b>
<b>FUND BALANCES BROUGHT FORWARD</b>		<b>26,672</b>	<b>166,212</b>	<b>5,991</b>	<b>198,875</b>	<b>197,993</b>
<b>FUND BALANCES CARRIED FORWARD</b>		<b>37,688</b>	<b>161,615</b>	<b>7,625</b>	<b>206,928</b>	<b>198,875</b>

The notes on pages 9 and 10 form part of these accounts



# CULPEPER COMMUNITY GARDEN ASSOCIATION

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021

### NOTE 1: Accounting Policies

These Accounts have been prepared under the historic cost convention and in accordance with applicable accounting standards and the Accounting and Reporting by Charities - Statement of Recommended Practice.

### NOTE 2: Fixed Assets

During 2007/2008 Culpeper commenced a major building and paving project. In accordance with the Charities SORP this expenditure has been capitalised and included in a Designated Fund. The Trustees have decided to depreciate this expenditure evenly over 50 years.

	Buildings	Paving	Total
<b>Cost</b>			
At 1 April 2020	205,496	15,500	220,996
Additions	-	-	-
At 31 March 2021	205,496	15,500	220,996

#### Depreciation

At 1 April 2020	51,030	3,752	54,782
Charge for the year	4,282	315	4,597
At 31 March 2021	55,312	4,067	59,379

#### Net Book Values

At 31 March 2021	150,184	11,433	161,617
At 31 March 2020	154,466	11,748	166,214

### NOTE 3: Cash at Bank and in hand:

	2020/2021	2019/2020
	£	£
Coop	2,722	359
Bank deposit account - Virgin Charity	-	25,218
CAF Cash Account	18,511	9,391
CAF Gold Account	25,815	500
Petty cash	66	-
	47,114	35,468

### NOTE 4: Creditors and accrued expenses:

Water rates	-	1,200
HMRC Months 10-12	1,521	1,361
Pensions	282	246
	1,803	2,807

# CULPEPER COMMUNITY GARDEN ASSOCIATION

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

	2020/2021 £	2019/2020 £
<b>NOTE 5: Grants received:</b>		
Cripplegate Foundation	13,700	13,700
NewbyTrust	5,000	-
Macquarie Group	4,588	-
National Lottery Restricted	9,943	-
Groundwork UK	4,000	-
Doyly Carte Restricted	4,000	-
Islington Council	2,375	-
Islington Council Solar Project Restricted	1,161	-
Awards for All - Restricted	-	6,501
Tesco Bags of Help - Restricted	-	1,430
Postcode Local Trust	-	4,867
Goldsmith Charity	-	3,000
Arsenal Foundation - Restricted	-	2,477
29 May 1961 Charitable Trust	-	4,000
Chapman Charitable Trust	-	1,000
City Bridge Trust	30,728	8,800
	<u>75,495</u>	<u>45,775</u>

### NOTE 6: Wages and salaries:

Gross salaries	40,864	38,604
Employer's National Insurance contributions	3,255	3,011
Employment allowance	(3,255)	(3,000)
Employers pension fund contribution	2,104	1,575
	<u>42,967</u>	<u>40,190</u>