

**CULPEPER COMMUNITY GARDEN ASSOCIATION**

**REPORT AND ACCOUNTS FOR THE YEAR ENDED**

**31 MARCH 2022**

# **CULPEPER COMMUNITY GARDEN ASSOCIATION**

## **REPORT OF THE MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 MARCH 2022**

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### **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 events such as 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. They are complemented by 2 part time project Coordinators, Sadie Edginton and Jody Gillet.

### **2021/2022: Getting back on Track**

These have been another extraordinary and challenging 12 months here at Culpeper. The pandemic continued to disrupt our work and the stress of the period caused much upset and strife amongst our community, requiring a great many hours from our Trustees and staff to deal with the various issues that had arisen.

Given the fluctuations around Covid regulations in this period, we had faced disruption to our activities, especially with the rise of the Omicron variant, but nothing to the scale of last year thankfully. The gradual return to normality meant that we also had the opportunity to hold some of our much-loved events at the Garden once again, including our Annual plant sale and seasonal celebrations such as Solstice and Equinox.

We continued to deliver a thorough package of supported garden-based activities for people in need. We provided, on average, 25 hours a week of activities across 11 different sessions. These include a gardening club for adults with learning disabilities, Chi Kung classes, a Percussion group, twice weekly garden volunteer sessions and a walking group. We continue to welcome refugees with the Room to Heal weekly session. All these sessions take place in an inclusive context, where participants stay to enjoy the Garden and immerse themselves in community life here.

This year we also enhanced the work we do with children and young people. We opened our doors to Duke of Edinburgh volunteers, welcomed students from University of the Arts London to complete project work at the Garden, and partnered with Islington Council's 11 by 11 schemes to welcome back primary school visits, meaning some 400 children got to enjoy the Garden and engage in nature-based science sessions.

Furthermore, we were proud to partner with Islington Councils HAAF programme, meaning we provided 4 weeks of summer activities for some 60 local children, many of whom had previously had little contact with nature.

This was also a year when we extended our gardening activities further beyond our gates. We worked with Islington Council to oversee the installation and care of 6 new planters on Dewey Road by the Garden and we obtained funding to begin a process of improvements to Culpeper Park.

The Garden continued to deliver a whole host of events and outings for members and the wider community. This included visits to Kew Gardens, the British Museum, Chelsea Physic Garden, & Tate Modern

We provided a safe outdoor venue for our partners The Nest Collective, Little Angel theatre, Cubitt Arts, Claremont Kiss Project, Groundwork, Islington Death Café, Male Carers Group & the innovative Bread and Song Project.

We also extended our staff team in the final quarter of this year with the recruitment of a new project Co-coordinator, Sadie Edginton. Thanks to funding from the Garfield Weston Foundation, we have been able to consolidate this role for a year and this has allowed us to re-establish our women's art sessions and a new open access garden crafts session on Thursday afternoons.

## **GOVERNANCE**

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. They undertook a successful strategic review, allowing the Association to affirm its vision for the future of the Garden.

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**

We have been successful in securing support for our work from a number of sources, to whom we remain immensely grateful. Multi-year grants from City Bridge Trust, Cripplegate Foundation and London Borough of Islington continue to give us confidence in our long term security. Further grants for specific projects were from Islington Council Community Chest, Magic Little Grant, Holiday Activity and Food Fund, London Farms & Gardens Association, Tideway, the Garfield Weston Foundation, Places Called Home from the National Lottery, and D'Oyley Carte have all been gratefully received. We also secured capital funding from the Islington Council Community Environment Fund, which will be spent on a solar power system for the Garden.

We 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 2022, the following were members of the Management Committee, all elected at the previous Annual General Meeting, or co-opted later:

Jeff Patti (Chair)	Dorothy Boswell	Pauline Lord
Shakir Razak (Secretary)	Nikki Burkes	Fred Place
Stephen Mullin (Treasurer)	Sarah Hayes	Paul Thompson
	Simon Izod	

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**

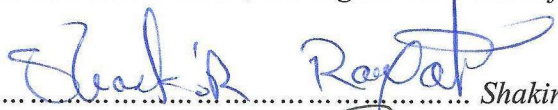
The Association holds a current account and a deposit account with the CAF Bank. Until November 2021 it also held a current account with the Co Operative Bank, Angel branch.


## **INDEPENDENT FINANCIAL EXAMINER**

Martin Niemann was appointed as Independent Financial Examiner at the 2021 Annual General Meeting.

*This Report was approved by the Management Committee on:*

**5 OCTOBER**..... 2022 as a true record of the Association's activities for the year ended 31 March 2022, and signed on its behalf by:

..... Shakir Razak (Acting Chair)

..... Nikki Burkes (Acting Secretary)

..... 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 2022, 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: 13 October 2022 .....

Name:

Martin Niemann FCA

Relevant professional qualification or body:

Chartered Accountant ICAEW

Address:

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

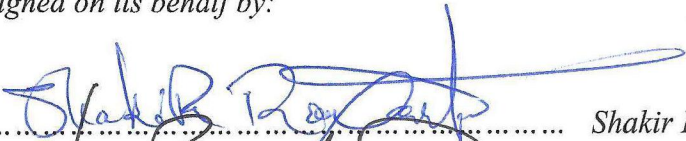


# CULPEPER COMMUNITY GARDEN ASSOCIATION

## BALANCE SHEET AS AT 31 MARCH 2022

	Note	2021/2022 £	2020/2021 £
<b>Fixed assets</b>			
Buildings	2	157,020	161,617
<b>Current assets</b>			
Cash at bank and in hand	3	62,733	47,114
		<u>62,733</u>	<u>47,114</u>
<b>Current liabilities</b>			
Creditors and accrued expenses	4	2,978	1,803
		<u>2,978</u>	<u>1,803</u>
<b>Net current assets</b>		<u>59,755</u>	<u>45,311</u>
<b>Total assets less current liabilities</b>		<u><u>216,775</u></u>	<u><u>206,928</u></u>
Represented by:			
Unrestricted fund		38,064	37,688
Designated fund		157,018	161,615
Restricted fund		21,693	7,625
<b>Total Funds</b>		<u><u>216,775</u></u>	<u><u>206,928</u></u>

These Accounts were approved by the Management Committee on:

**5 OCTOBER** ...2022 as a true record of the association's Balance Sheet and Statement of Financial Activities for the year ended 31 March 2022, and signed on its behalf by:

 ..... Shakir Razak (Acting Chair)  
 ..... Nikki Burkes (Acting 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 2022

	Notes	Unrestricted Funds £	Designated Funds	Restricted Funds £	2021/2022 £	2020/2021 £
<b>INCOME</b>						
Grants received	5	39,283	-	46,327	85,610	75,495
Membership subs		2,504	-	-	2,504	2,422
Gift Aid		-	-	-	-	781
Interest received		4	-	-	4	99
Fundraising events and donations		9,682	-	-	9,682	568
<b>TOTAL INCOME</b>		<b>51,474</b>	<b>-</b>	<b>46,327</b>	<b>97,801</b>	<b>79,365</b>
<b>EXPENDITURE</b>						
Salaries	6	29,722	-	13,125	42,847	42,967
Electricity		1,009	-	-	1,009	974
Water rates and leakage		6,491	-	-	6,491	1,200
Insurance		1,113	-	-	1,113	1,004
Equipment		1,461	-	-	1,461	1,714
Materials		2,361	-	-	2,361	1,151
Postage, copying, stationery		977	-	-	977	547
Telephone		756	-	-	756	583
Fundraising & events costs		573	-	-	573	368
Repairs & improvements		-	-	226	226	5,002
Volunteers' expenses		869	-	-	869	807
Herb Project		-	-	3,411	3,411	-
Workshops/Summer Arts		-	-	-	-	1,075
Outgarden		-	-	854	854	-
Culpeper Choir		-	-	150	150	17
Solar Project		-	-	2,783	2,783	-
Play Scheme		-	-	4,730	4,730	-
Cook and Grow		-	-	-	-	1,745
Elfrida		-	-	4,883	4,883	1,201
Nature Wellbeing Activities		-	-	3,972	3,972	2,760
Arts and Crafts Sessions		-	-	1,141	1,141	1,277
Environmental Education		103	-	-	103	8
Payroll processing/police checks		743	-	-	743	661
Staff training		526	-	-	526	189
Depreciation		-	4,597	-	4,597	4,597
Miscellaneous		1,379	-	-	1,379	1,464
<b>TOTAL EXPENDITURE</b>		<b>48,083</b>	<b>4,597</b>	<b>35,274</b>	<b>87,954</b>	<b>71,312</b>
<b>NET INCOME for the year</b>		<b>3,391</b>	<b>(4,597)</b>	<b>11,053</b>	<b>9,847</b>	<b>8,053</b>
<b>FUNDS TRANSFERS</b>		<b>(3,015)</b>	<b>-</b>	<b>3,015</b>	<b>-</b>	<b>-</b>
<b>FUND BALANCES BROUGHT FORWARD</b>		<b>37,688</b>	<b>161,615</b>	<b>7,625</b>	<b>206,928</b>	<b>198,875</b>
<b>FUND BALANCES CARRIED FORWARD</b>		<b>38,064</b>	<b>157,018</b>	<b>21,693</b>	<b>216,775</b>	<b>206,928</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 2022

### 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 31 March 2022	205,496	15,500	220,996
	-	-	-
	205,496	15,500	220,996
<b>Depreciation</b>			
At 1 April 2021	55,312	4,067	59,379
Charge for the year	4,282	315	4,597
At 31 March 2022	59,594	4,382	63,976
<b>Net Book Values</b>			
At 31 March 2022	145,902	11,118	157,020
At 31 March 2021	150,184	11,433	161,617

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

	2021/2022	2020/2021
	£	£
Coop	-	2,722
CAF Cash Account	36,859	18,511
CAF Gold Account	25,819	25,815
Petty cash	55	66
	62,733	47,114

### NOTE 4: Creditors and accrued expenses:

HMRC Months 7-9 Underpaid	1,339	-
HMRC Months 10-12	1,340	1,521
Pensions	299	282
	2,978	1,803

# CULPEPER COMMUNITY GARDEN ASSOCIATION

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

	2021/2022	2020/2021
	£	£
<b>NOTE 5: Grants received:</b>		
Cripplegate Foundation	13,730	13,700
NewbyTrust	-	5,000
Macquarie Group	-	4,588
National Lottery Restricted	-	9,943
Groundwork UK	-	4,000
Doyly Carte Restricted	4,701	4,000
Islington Council	-	2,375
Islington Council Solar Project Restricted	18,093	1,161
Community Chest Restricted	4,825	-
Islington Council VCS	9,500	-
Islington Council Summer Play Scheme Restricted	6,222	-
Islington Council Out Garden Restricted	2,487	-
Garfield Weston	10,000	-
Social Farms	1,530	-
IKEA	4,523	-
City Bridge Trust Restricted	10,000	30,728
	<u>85,610</u>	<u>75,495</u>

### NOTE 6: Wages and salaries:

Gross salaries	40,586	40,863
Employer's National Insurance contributions	3,160	3,255
Employment allowance	(3,160)	(3,255)
Employers pension fund contribution	2,261	2,104
	<u>42,847</u>	<u>42,967</u>