



Trustees' Annual Report for the period

Period start date			Period end date				
From	Day 01	Month 01	Year 2021	To	Day 31	Month 12	Year 2022

Section A Reference and administration details

Charity name	Friends of Westgate Parks
Other names charity is known by	FOWP
Registered charity number (if any)	1178364
Charity's principal address	21 Whitehall Gardens
	Canterbury
Postcode	CT2 8BD

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Terence Westgate	Chairman		
2	Michael Pocock	Secretary		
3	Richard Vane-Wright	Treasurer		
4	Colette Baumbank			
5	Michael Walter			
6	Peter Blackett			
7	Ida Linfield			
8	Jake Weekes			
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

--

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

Constitution

How the charity is constituted
(eg. trust, association, company)

Charitable Incorporated Organisation

Trustee selection methods
(eg. appointed by, elected by)

Appointment by Trustees

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

FOWP has a Management Committee consisting of the Trustees and elected members elected at the Annual General Meeting.

Memorandum of Understanding with Canterbury City Council 15-11-2018

FOWP works closely with Anna Bell "Anna Outdoors" for educational activities and Lauren Baker of Our Stour for conservation tasks.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

1. To preserve protect and improve the Westgate Parks in Canterbury as a place of historic and ecological interest and beauty;
2. To promote conservation of the natural plant and animal life of the Parks;
3. To advance the education of the public including school children in the subjects of natural history and geography, and by research into the biodiversity, geomorphology and archaeology within the Parks.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Charity Commission Guidance Notes on Public Benefit (PB1, PB2 and PB 3) have been circulated to, and read by, all of FOWPs' Trustees. FOWP exercises due regard to this guidance in undertaking its duties and day-to-day activities. The two aspects of 'Public Benefit' have been fulfilled to achieve compliance with the guidance i.e. that the public (to include Canterbury and District residents in general, children attending Primary schools, students attending Secondary schools and Colleges in Canterbury and District and tourists visiting Canterbury are included in the target groups for FOWP.; and that actual 'benefit' (value) is provided by the work undertaken by FOWP for the 'public' that it serves. Trustees derive no personal benefit from work or activities undertaken by FOWP.

FOWP operates within the 'Westgate Parks' consisting of Westgate Gardens, Toddler's Cove, Tannery Field and Bingley Island. Membership of FOWP is open to any resident of Canterbury and District.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

Objective 1. - preservation, protection and enhancement of the Parks

Tasks carried out by FoWP volunteers:

1. With the Physic Garden trustees and volunteers continued working on the raised beds to remove weeds and replace medicinal herbs and plants that have been lost. Also work has continued on the long bed next to the raised beds to improve the planting.
2. New information boards (which retained an image from the original ceramic signs) were installed at the beginning of 2022.

Objective 2.- promotion of wildlife conservation

Under the Memorandum of Understanding with Canterbury City Council in November 2018 the conservation tasks have been undertaken this year by Kentish Stour Countryside Partnership and FoWP volunteers under the leadership of Lauren Baker or Anna Bell. The following tasks have been completed in 2022:

In October the Tannery Field was mowed and raked by Trustees and volunteers. Towards the end of the year Trustee Michael Walter organised an extension of the wildflower meadow on the other side of the pathway with the help of Canterbury College students who did much of the work in removing turf so that seeds could subsequently be sown.

Lauren Baker also organised monthly riverfly surveys from January to October. and

Objective 3 – advancement of education and research

Lauren Baker organised school visits from three Primary Schools and altogether 290 school children were involved in river dipping and other educational activities.

Lauren Baker also organised an information stand on 15th August with information on the River Stour and its wildlife which engaged with 135 people.

Weekly bird counts took place over the entire Westgate Parks area.

Archaeology -

Natural history - Weekly bird counts of the entire Westgate Parks area were carried out by Trustee Michael Walter. The text and images for an information panel for Bingley Island Nature Reserve were completed and the panel was manufactured and installed with joint funding from Friends of Westgate Parks and a Kent County Council grant.

Section E Financial review

Brief statement of the charity's policy on reserves

FoWP constantly monitors its financial obligations and outgoings. These are reported to the Trustees monthly, and at each meeting. Expenditure is carefully managed to ensure that sufficient reserves are maintained to cover all financial commitments.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F Other optional information

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Michael Pocock

Position (eg Secretary, Chair, etc)

Secretary

Date **05/05/2022**



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Friends of Westgate Parks

No (if any)
1178364

Receipts and payments accounts


CC16a

For the period from	Period start date	To	Period end date
	1.1.22		31.12.22

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Donations	778		-	778	2,014
Grants	-	-	-	-	2,216
Booklet sales	147		-	147	10
Easter trail	484		-	484	
			-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	1,409	-	-	1,409	4,240
A2 Asset and investment sales, (see table).					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	1,409	-	-	1,409	4,240
A3 Payments					
Physic garden	-	-	-	-	2,074
CAT archaeology		-	-	-	1,115
Signs	1,315	-	-	1,315	1,560
Mural		-	-	-	720
Insurance	98	-	-	98	99
Research			-	-	50
Easter trail	190		-	190	-
Website	480		-	480	-
Admin	194	-	-	194	-
Sub total	2,277	-	-	2,277	5,618
A4 Asset and investment purchases, (see table)					
	-	-	-	-	
	-	-	-	-	
Sub total	-	-	-	-	-
Total payments	2,277	-	-	2,277	5,618
Net of receipts/(payments)	- 868	-	-	- 868	- 1,378
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	6,472		-	6,472	7,850
Cash funds this year end	5,604	-	-	5,604	6,472

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 £
B1 Cash funds		5,604		-
		-	-	-
		-	-	-
	Total cash funds	5,604	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval
			Michael Pocock	26-052023