



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1 April 2023 Period start date

To 31 March 2024 Period end date

Charity name: Northwick Park Community Garden (NPCG)

Charity registration number: 1180141

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>To provide facilities for recreation or other leisure time occupation by providing an area for use as a community garden and other activities for individuals in Brent, London and the surrounding area, 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 interests of social welfare and with the object of improving the condition of life of the said inhabitants.</p> <p>(2) To advance education for the public benefit, by providing opportunities for learning about horticulture in and around the community garden.</p> <p>(3) To promote for the benefit of the public the conservation, protection, and improvement of the physical and natural environment of the garden by restoring derelict areas and promoting biological diversity</p>
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.	Para 1.17 and 1.19	<p>In planning our activities, we consider the Charity Commissioner's guidance on public benefit at trustee meetings.</p> <p>a) The charity's objectives are as follows:</p> <ol style="list-style-type: none">Building a community and connecting people in the area. We do this by making a garden space for members of the community.We aim to change the perception of the park with the community garden and provide an attractive, natural environment in keeping with the surrounding park, attracting people who wouldn't

		<p>normally choose to visit the park for leisure.</p> <p>iii. We provide opportunities for everyone to learn how food is grown, harvested, and eaten. We do this through regular workshops on topics such as taking cuttings, mushroom logs and fruit trees.</p> <p>iv. Increasing biodiversity and protecting the environment. We use organic permaculture principles. The garden is already attracting bees, pollinators, and other beneficial creatures to pollinate the trees and plants.</p> <p>b) The garden is planted based on permaculture principles and patterns that mimic the natural environment. The existing plants in the garden area were incorporated into the design to enhance the natural environment and support the ecosystem.</p> <p>c) Through Brent CIL funding, the charity has offered a fully funded Permaculture Design training course for 30 participants to learn how to design and create Permaculture spaces for the community and educate others in permaculture principles and sustainable approaches to living.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	In planning our activities at trustee meetings, we consider the Charity Commissioner's guidance on public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	Our volunteers are essential to the running and maintenance of the garden. A core group of volunteers meet weekly throughout the year to weed and maintain the garden and ensure that the new plants become established by

		<p>watering throughout the drier months and during the extreme heat of the summer of 2022. These regular volunteers have built up expertise in growing and planting; they attend our smaller planting sessions and support our new volunteers. They also take initiative and bring new ideas to the garden.</p> <p>London in Bloom - It's Your Neighbourhood, awarded outstanding in 2022-23 due to the volunteers' work.</p>
Other		

Achievements and Performance

	SORP reference	
<p>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.</p>	<p>Para 1.20</p>	<p>We have completed two significant deliverables of our 2021/22 Brent CIL funding, which include the Permaculture Design Course and children's workshops. We still have funding from the 21/22 and 2019/20 Brent CIL to spend on the garden and associated project deliverables. We will work with Brent to realign these funds as the global pandemic affected most aspects of the initial project idea, including the timeframe, methods, and delivery modes.</p> <p>Regarding the outstanding key deliverables, we have signage remaining from the 2019/20 CIL budget and a willow structure workshop from the 2021/22 CIL budget.</p> <p>We have completed a fully funded education project for adults of all levels of experience, which led to a Permaculture Design Certificate qualification. The Permaculture Design Course finished on 3rd June 2023, running for 10 days with an additional 14 evening sessions spread over 9 months from October 2022 to June 2023. Out of the 30 attendees, 22 graduated with a Permaculture Design Certificate. Three garden designs, including a garden, an allotment, and a station platform, are currently underway, and several graduates are working towards additional professional qualifications in horticulture. The course covered permaculture ethics, ecological principles and design tools, methods, and skills. Participants can now lead, teach, and engage in these areas with community members.</p> <p>From April to December 2023, we ran activity-based children and family workshops called "See the Garden through the Year: A Series of Sessions for Children and Families." These</p>

		<p>workshops aimed to improve the knowledge of the next generation on how we can live in ways that benefit both ourselves and the natural world and observe the garden through the seasons. The workshops were for children between 5 and 13 and were led by Susannah Hall, participants from the Permaculture Design Course and volunteers from the community garden. One workshop was cancelled due to the extreme temperature.</p> <p>23rd April: Learning about Spring - growing some seeds.</p> <p>14th May: Learning about bees, hoverflies, etc - planting some seedlings.</p> <p>11th June: Learning about flowers - how do seeds form.</p> <p>Sunday 16th July: Harvesting and eating berries and Hapa Zome on silk scarves.</p> <p>Sunday 8th October: Learning about autumn - preparing for winter: What happens to the insects over winter?</p> <p>Sunday 12th November: Learning about what happens to plants in winter – planting bulbs for Spring.</p> <p>Sunday 3rd December - Natural dye session. Postponed to January 13th.</p> <p>At the AGM in March 2023, we agreed to take over Northwick Park Station Platform Garden, and the handover took place in September. A refresh and replant based on a Permaculture Certificate design is currently underway. We also took over the two raised wooden planters at the entrance to the car park, which provide us with opportunities to promote the community garden at key points of entrance to the park and increase the accessibility options for our spaces.</p> <p>Volunteers worked hard throughout the year to maintain the beds and spent autumn mulching the beds and creating edges for the beds with branches. Trustees were invited by the RHS to contribute to research on volunteer engagement at the Hampton Court Palace Garden Festival and to consider the allotment category at next year's Hampton Court Place Garden Festival.</p> <p>Trustees took part in the London permaculture festival on July 7th with a silk scarf stall where people could dye a scarf using natural dyes,</p>
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		<p>and one trustee gave a talk on "Fitting out a narrowboat: a permaculture approach to living well in tiny spaces."</p> <p>We continued to fundraise to cover the maintenance of the community garden, occasional venue charges, and yearly administrative costs such as public insurance and website maintenance. We held a seed swap at the March AGM with seed donations from Franci seeds and, on May 28th, held a pop-up plant and cake sale of plants and cakes donated by our community.</p> <p>Rishil Parekh has resigned as a trustee, and the three remaining trustees have decided to continue without another trustee. The trustees will review this decision on a regular basis.</p> <p>Regarding our social media presence, we have 358 sign-ups to our newsletter mailing list. One-fourth often and another one-fourth sometimes open the newsletter. We hope that a monthly newsletter will increase engagement. We write monthly newsletter items for SCRA, and since September, we have published this to the mailing list ahead of the SCRA article at the beginning of each month. We have 787 Facebook followers (a 5% increase in 2023) and 913 Instagram followers (a 16% increase in 2022). We also have 17 subscribers to the YouTube channel created in response to COVID-19.</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		Unrestricted funds: Fundraising £470

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Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	31 March 2024 Cash at bank £3,134 Expenditure £6,571
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	
Amount of reserves held	Para 1.22	
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

Additional information (optional)

You may choose to include further statements where relevant about:

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The charity's principal sources of funds (including any fundraising)	Para 1.47	NPCG's principal source of funds is Brent Council CIL Funding 2019/20 (Ongoing due to Covid restrictions). Brent Council CIL Funding 2021 awarded (£27,840) Initial funding instalment of £9280.00 received 11 Feb 21																
Investment policy and objectives including any social investment policy adopted	Para 1.46																	
A description of the principal risks facing the charity	Para 1.46	<p>Annual fundraising is needed to cover expenditures, including insurance and Website costs. This year, we couldn't cover the additional fundraising needed and need to consider increasing our fundraising activities and reducing overheads.</p> <table><tr><td>Fundraising b/wd</td><td></td></tr><tr><td>2023</td><td>18</td></tr><tr><td>Fundraising</td><td>425</td></tr><tr><td>Workshop</td><td>45</td></tr><tr><td>IT</td><td>-412.54</td></tr><tr><td>Insurance</td><td>-157</td></tr><tr><td></td><td><u>30</u></td></tr><tr><td></td><td><u>-51.54</u></td></tr></table>	Fundraising b/wd		2023	18	Fundraising	425	Workshop	45	IT	-412.54	Insurance	-157		<u>30</u>		<u>-51.54</u>
Fundraising b/wd																		
2023	18																	
Fundraising	425																	
Workshop	45																	
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	<u>-51.54</u>																	
Other																		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution – date of constitution (last amended) 28 th September 2018
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Association
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Appointed by Trustees

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Child protection policy in place. Health and safety policy in place. Equal opportunities policy in place. Risk assessments are carried out by NPCG and provided to Brent Council
The charity's organisational structure and any wider network with which the charity works	Para 1.51	NPCG is a member of the London Permaculture Network. The permaculture garden expert and designer of NPCG is associated with the Network. NPCG is a member of the Capital Growth Network and the Big Dig. Joined March 2019. NPCG is a member of the Conservation Volunteers Network (TVC). Joined February 2022
Relationship with any related parties	Para 1.51	All trustees give their time voluntarily and have received no remuneration or other benefits
Other		

Reference and Administrative details

Charity name	Northwick Park Community Garden
Other name the charity uses	NPCG
Registered charity number	1180141
Charity's principal address	23 Rydal Gardens Wembley Middlesex HA9 8SA

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	Iris Fenn	Secretary		
2	Joanna Harris	Social Media		
3	Rishil Parekh	Chair	Resigned Feb. 6 th 2024	
4	Eleri Kyffin	Treasurer		
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19				
20				

Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	Eleri Kyffin	
Full name(s)		
Position (eg Secretary, Chair, etc)	Treasurer and Chair	
Date	29-11-24	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Northwick Park Community Garden

No (if any)

Receipts and payments accounts

CC16a

For the period from	Period start date	To	Period end date
	1/4/2023		31/3/2024

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 £
A1 Receipts					
Council Grants		-	-	-	
Workshop	45	-	-	45	
Fundraising	425	-	-	425	193
Donations	-	-	-	-	1,020
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	470	-	-	470	1,213
A2 Asset and investment sales, (see table).					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	470	-	-	470	1,213
A3 Payments					
		-	-	-	-
Subsistence	475	-	-	475	777
Cleaning	-	-	-	-	-
Insurance	157			157	157
Plants, Gardens, Workshops	1,026			1,026	1,610
Garden Consultants				-	-

Health & Safety	-			-	-
Printing/Stationery	-			-	67
Events	-			-	-
Intallaion Benches	-			-	-
Prizes	-			-	-
Marketing/IT	413			413	383
Professional Fees	4,500	-	-	4,500	6,500
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	6,571	-	-	6,571	9,495

A4 Asset and investment purchases. (see table)					
	-	-	-	-	
	-	-	-	-	
Sub total	-	-	-	-	-

Total payments	6,571	-	-	6,571	9,495
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Net of receipts/(payments)	(6,101)	0	0	(6,101)	(8,281)
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	9,235	-	-	9,235	17,516
Cash funds this year end	3,134	-	-	3,134	9,235

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				
	Cash at Bank	3,134	-	-
		-	-	-
	Total cash funds	3,134	-	-

(agree balances with receipts and payments account(s))

OK

OK

OK

**Unrestricted
funds
to nearest £**

**Restricted
funds
to nearest £**

**Endowment
funds
to nearest £**

Details

B2 Other monetary assets

	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

Details

B3 Investment assets

Fund to which asset belongs	Cost (optional)	Current value (optional)
	-	-
	-	-
	-	-
	-	-
	-	-

Details

B4 Assets retained for the charity's own use

Fund to which asset belongs	Cost (optional)	Current value (optional)
	-	-
	-	-
	-	-
	-	-
	-	-
	-	-
	-	-

B5 Liabilities

		-	-
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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
Eleri kyffin	Eleri Kyffin	#####