

# **Arlington Garden Association**

Charity Number: 1184194

## **Trustees' Annual Report & Financial Statements for the Period 1 January 2019 to 31 December 2020**

October 2021

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### **for the Financial Period from 01-Jan-2019 to 31-Dec-2020**

## **Reference & Administration Details**

### **Charity Details:**

**Name(s):** Arlington Garden Association

**Number:** 1184194

**Address:** c/o Garden Flat, 4 Arlington Villas, Bristol, BS8 2ED

### **Names of the Charity Trustees who Manage the Charity**

Caroline Dix Chair of Trustees

Richard Barnes Trustee

Keith Rodgers Trustee

Nicholas Sargent Trustee

### **Names of Trustees for the Charity**

Nil

### **Names & Addresses of Advisors**

Role	Name	Address
Bank	Lloyds Bank	Blackheath, London
Independent Examiner	Nil	

### **Names of Senior Staff with Delegated Responsibilities**

Name Role

Nil

## **Structure, Governance & Management**

### **Description of the Charity's Trusts**

### **Type of Governing Document:**

Constitution

### **How the Charity is Constituted:**

Charitable Incorporated Organisation

### **Trustee Selection Methods:**

Informal Selection: volunteer trustees from the local community who have an interest in meeting the objects of the Charity. Volunteers who meet specific gaps in knowledge and expertise of existing trustees are particularly sought.

### **How New Trustees are Inducted and Trained:**

All new Trustees will be provided with a copy of the Constitution, the most recent Trustees' Annual Report & Financial Statements and minutes of recent Trustees meetings.

Charity Commission Documentation will also be provided to ensure the role and responsibility of the Trustee is fully understood.

### **Additional Governance Issues**

Nil.

## **Objects**

Arlington Garden Association exists to promote the conservation, protection and improvement of the physical and natural environment of Arlington Garden for the benefit of the local community and visitors through trustee led volunteer maintenance sessions and fundraising for restoration activity.

In addition the Association seeks to provide facilities for recreation or other leisure time occupation for the public benefit by providing an area for use as a community garden for individuals in Clifton East, Bristol and the surrounding area, who have need of such facilities with the object of improving the condition of life of the local community.

The Association provides opportunities for community garden volunteers to learn about horticulture in and around the community garden.

### **Statutory Declaration on Public Benefit**

The trustees declare that they have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers or duties.

## **Executive Summary**

12 formal volunteering sessions and 2 fundraising events have taken place over the course of the 2019 and 5 volunteering sessions took place in 2020, 3 prior to the coronavirus lockdown and 2 between lockdowns, these sessions were all organised to meet the objectives of the charity; that is to improve the state of Arlington Garden as a community space for leisure and recreation of local residents and visitors.

## **Activities, Achievements & Performance**

### **Objectives of the charity.**

During 2019 and 2020 the Association set out to achieve iterative improvements in the state of the Garden. in order to provide improving quality recreation and leisure space for the local community in a garden context; this is particularly important as many local residents do not have access to their own garden. The Garden has not been formally maintained for over 70 years (since WW2) and, although foreboding at times, it has remained accessible to the public since at least this time; the garden had also become a spot for flytipping, recreational drug users and rough sleepers to the concern of local residents; no other organisation is currently undertaking any maintenance of the Garden.

In addition the Association has sought to undertake fundraising events in order to increase available funding. The fundraising activity enables the Association to purchase plants and tools for use in the Garden to enable us to continue to make improvements.

**Activities undertaken.** The Garden improvements are undertaken through volunteer sessions held once a month on the site. Each volunteer session lasts for c. 1 hour, although many volunteers choose to give more of their time with the average volunteer staying for 90minutes.

The iterative improvements for 2019 were repair of the fence line and clearance of the path (which had not been visible for c. 15 years) in addition clearance and removal of fly-tipped rubble (c. 4 tonnes) was also undertaken. The focus of the year was on creating and seeding a grassed area to enable space for recreation and leisure for all who used the Garden at the 'top end' of the garden. In addition a

vegetable bed was to be prepared for the benefit of community growers, and a new paperbark maple planed adjacent to a tree (a weeping ash) that had died a couple of years previously.

In 2019 the University of Bristol supported by Arlington Garden Association additionally undertook a BSc project at the Gardens as part of a Geography degree; exploring soil quality and planting recommendations for the site situation.

In early 2020 significant work was undertaken at cost by a local contractor to remove some of the very overgrown laurel shrubs, opening up the garden and enabling a higher level of light, a second flower bed was created adjacent to the vegetable bed and planted, and 2 apple trees were planted one within each of the 2 beds now in place. The magnificent magnolia grandiflora was seen for the first time having previously been overtaken by the laurel. In addition, over 50 special wildlife supporting hedgerow plants were planted which over the coming years will mature and provide a haven for birds and other wildlife.

Although no fundraising events were held in 2020 the Trustees provided a VE Day 75 historical display in the Garden to enable people to enjoy the moment and feel a sense of celebration despite the lockdown. The VE Day display was very well received especially by parents of children who were studying this at school.

All Charity activity takes place on the Garden site at Arlington Villas.

**Outcomes.** The activity has enabled a recreation and leisure space within this densely populated residential area in the context of a garden space. The Garden is open for the public benefit at all times, although unlit in hours of darkness. The fundraising events are held over the summer months to enable maximum participation and have raised a sum of money to enable the Association to undertake further meaningful work in the next period. The University of Bristol report has enabled a through understanding of soil quality and pollutants on the site, and therefore recommended planting for each distinct area of the Garden. The garden having open space and a grassed area has been specifically beneficial for the local community during the Coronavirus lockdown, especially as most properties locally are in flats and have no outside space.

**Fundraising.** 2 Fundraising events were undertaken in 2019, participation in the Bristol Green Squares and Secret Gardens event and the Annual combined Resident's Association and Arlington Garden Summer Barbeque and raffle. Both events took place over the summer of 2019, June and August respectfully, and were held in the Garden.

**Grants Awarded.** The Wellbeing Grant made by Bristol City Council to Richmond Area Residents' Association of £2000 in a previous FY was transferred to Arlington Garden Association in 2019 to discharge due to RARA no longer progressing their project for which the grant was originally awarded.

**Contributions of Volunteers.** Between 2 and 4 of the trustees lead each volunteer session with usual attendance from the local community of about 6-10 additional volunteers ranging in age from 7-75. The sessions are programmed for 60 minutes, although the majority of volunteers will attend for at least 90minutes, with some staying for up to 120 mins. These volunteers undertake gardening activity.

In addition the Trustees spent a cumulative 10-15 hours a month undertaking additional gardening activity in the Garden to ensure all required work is carried out, and approximately 5 hours undertaking the administration requirements of the Charity.

The beneficiaries of the Associations activities are all those who walk by, or chose to spend time in the Garden; in the main this will be local residents and those who are working locally, and will be of all ages. The fundraising events had a wider audience with Residents' Associations invited, and the wider pan-Bristol draw of the Clifton Green Squares and Secret Gardens event.

## **Financial Review**

### **Statement of the Charity's Policy on Reserves**

The Association currently operates with a no reserves policy; this will be reviewed in the next period.

Due to the nature of the charitable undertakings there are not foreseen to be any unplanned outgoings (the Association does not own the land which it maintains nor does it own or lease any buildings or employ staff); therefore contingency is not deemed necessary at this stage. All commitments (expenditure) are managed according to income received and that which has accrued from previous periods is applicable and therefore cash-flow is maintained; any surplus at the end of the period will be committed as soon as is practicable enabling future commitments. The no reserves policy should therefore not impact or force the closure of the charity.

### **Details of Any Funds Materially in Deficit**

The Trustees declare that the charity had no funds which were materially in deficit at the date of the statement of assets & liabilities.

### **State of the Charity's Finances**

The Associations main income source is from annual fundraising events, and then through memberships and donations by local residents and business who support the aims. The grant from BCC (via RARA) of £2000 received in late 2019 is considered a major grant to Arlington Garden Association, and have enabled specified works to be undertaken for invasive shrub removal within this and the next period.

The main areas of expenditure are on waste removal, gardening tools and plants/trees/seed used within the Garden by volunteers.

### **Restricted Funds**

Nil.

### **Designated Funds**

There are no designated funds.

### **Particulars of Any Outstanding Guarantee Given by the Charity**

The Trustees declare that the charity has given no guarantee where potential liability is outstanding at the date of the statement of assets & liabilities.

### **Particulars of Any Outstanding Debt**

The Trustees declare that the charity has no outstanding debts which are secured by an express charge on any of the assets of the charity at the date of the statement of assets & liabilities.

## **Declaration**

The Trustees declare that they have approved the above report and authorised that it be signed on their behalf.

# **Arlington Garden Association**

Registered Charitable Incorporated Organisation, No: 1184194

## **Receipts & Payments Accounts For the Financial Year Ending 31 December 2020**

Prepared October 2021

## Statement of Financial Activity, Financial Year Ended 31-Dec-20

	Current Financial Year,			Last Year
	Unrestr'd £	Restricted £	Total £	Total £
<b>INCOMING RESOURCES</b>				
Donations & legacies	793		793	0
Charitable activities	2,000	0	2,000	0
Other trading activities	1,713		1,713	0
Investments	0		0	0
Separate material items of interest	0		0	
Other	0	0	0	0
<b>TOTAL INCOME</b>	<b>4,506</b>	<b>0</b>	<b>4,506</b>	<b>0</b>
<b>RESOURCES EXPENDED</b>				
Raising funds	0	0	0	0
Charitable activities	-1,492	0	-1,492	0
Support costs	0		0	0
Separate material items of interest	0		0	
Other	-152	0	-152	0
<b>TOTAL EXPENDITURE</b>	<b>-1,645</b>	<b>0</b>	<b>-1,645</b>	<b>0</b>
<b>Net income-expenditure</b> <i>before gains /losses on investments</i>	<b>2,862</b>	<b>0</b>	<b>2,862</b>	<b>0</b>
<b>Net gains/losses on investments</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NET INCOME-EXPENDITURE</b>	<b>2,862</b>	<b>0</b>	<b>2,862</b>	<b>0</b>
<b>Extraordinary Items</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Transfers Between Funds</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Other recognised gains/losses</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NET MOVEMENT IN FUNDS</b>	<b>2,862</b>	<b>0</b>	<b>2,862</b>	<b>0</b>

## Reconciliation of Net Funds, Financial Year To 31-Dec-20

	Current Financial Year,			Last Year
	Unrestr'd	Restricted	Total	Total
Net Funds Brought Forward	748	-	748	748
Movement After Transfers	2,862	0	2,862	0
<b>Total Funds Carried Forward</b>	<b>3,609</b>	<b>0</b>	<b>3,609</b>	<b>748</b>

## Movements in Funds for the Financial Period To 31-Dec-20

<b>Cash Funds</b>	Bt'Fwd at 01-Jan-20	Receipts in Period	Payments in Period	Transfers in Period	Cd'Fwd at 31-Dec-20
<b>Cash at Bank &amp; in Hand</b>					
Bank, Current Account	499	4,506	-2,028	0	2,977
Cash Account	0	0	0	0	0
PayPal Account	0	0	0	0	0
Bank, Deposit Account	0	0	0	0	0
<b>Total Cash Funds</b>	<b>499</b>	<b>4,506</b>	<b>-2,028</b>	<b>0</b>	<b>2,977</b>
<b>Debtors {Unreconciled Income}</b>	<b>0</b>				<b>0</b>
<b>Creditors {Unreconciled Expenditure}</b>	<b>0</b>				<b>0</b>
<b>Net Cash Funds</b>	<b>499</b>				<b>2,977</b>
<b>Non-Cash Funds</b>	Bt'Fwd at 01-Jan-19	Additions in Period	Disposals in Period	Depr/Revals in Period	Cd'Fwd at 31-Dec-19
<b>Assets</b>					
Investments	249	278		-152	375
	0	0	0	0	0
<b>Total Non-Cash Funds</b>	<b>249</b>	<b>278</b>	<b>0</b>	<b>-152</b>	<b>375</b>

Total Funds (Net)	748	3,351
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## Balance Sheet as at 31-Dec-20

	Current Financial Year,			Last Year
	Unrestr'd	Restricted	Total £	Total £
<b>Assets</b>				
Tangible assets	375	0	<b>375</b>	249
Other assets				
Stocks	0	0	<b>0</b>	0
Investments	0	0	<b>0</b>	0
<b>Total Non-Cash Assets</b>	<b>375</b>	<b>0</b>	<b>375</b>	249
<b>Cash</b>				
Cash at bank and in hand	2,977	0	<b>2,977</b>	499
Debtors	0	0	<b>0</b>	0
Creditors {Due within one yr}	0	0	<b>0</b>	0
<b>Net Cash</b>	<b>2,977</b>	<b>0</b>	<b>2,977</b>	499
<b>Total assets less current liabilities</b>	<b>3,351</b>	<b>0</b>	<b>3,351</b>	748
<b>Total Fixed Assets</b>	375	0	375	249
<b>Total Current Assets</b>	2,977	0	2,977	499
<b>Net Current Assets</b>	2,977	0	2,977	499
<b>Allocation of Funds</b>				
General Fund	3,351			748
Net Payments in Advance	0			0
Designated Funds				
<b>Total Unrestricted Funds</b>			<b>3,351</b>	<b>748</b>
Restricted Funds				
<b>Total Restricted Funds</b>			<b>0</b>	<b>0</b>
<b>Total Funds</b>			<b>3,351</b>	<b>748</b>
<b>Money Owed to the Charity {Other Monetary Assets}</b>				
Gift Aid claim			0	0
Other			0	0
			<b>0</b>	<b>0</b>
<b>Money Owed by the Charity {Liabilities}</b>				
Independent Examination Fee			0	0
Other			0	0
			<b>0</b>	<b>0</b>
<b>Current Funds</b>			<b>3,351</b>	<b>748</b>