



Trustees' Annual Report for the period

	From	To
Period start date		
Period end date		
	01	
	02	
	2020	
	31	
	01	
	2021	

Section A

Reference and administration details

Charity name

Tavistock Community Sensory Garden

Other names charity is known by

Registered charity number (if any)

1184695

Charity's principal address

8 Peryn Road

Tavistock

Devon

Postcode

PL19 8LP

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)

Graham Parker
Chair

1

Stephen Lake
Secretary

2

Richard Jones
Treasurer

3

Paul Blowey

4

John Noblet

5

Harry Smith

6

Sally Whitfield

7

Annette Sharpe

8

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)
Elected by a majority of the 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.

A Risk Register and Conflicts of Interest declarations are maintained and reviewed at each meeting of the Trustees.

Section C Objectives and activities

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

To promote for the benefit of the inhabitants of Tavistock and the surrounding area the provision of facilities for recreation or other leisure time occupation of individuals 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 conditions of life of the said inhabitants.

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)

The Garden was made available for public access between sunrise and sunset every day.

- A group from the local Memory Café with mental health challenges has used the Garden on a regular basis to enjoy the outdoor environment and to stimulate interaction within the Group.
- Another local charity for the elderly and infirm, Tavistock Area Support Services (1129175), makes use of the Garden for visits by various groups including those suffering as a result of a stroke and dementia. These visits are supervised by their own staff and volunteers.
- The local secondary school has made use of the Petanque Court as part of an introduction to other forms of sport also under teacher direction and supervision.
- Although no exchange visits of the local Twinning Association were able to take place in the period a Petanque competition with the French twinning association took place in 2019 to help reinforce the sporting and cultural links that the Town enjoys with its French twin town of Pontivy..
- Tavistock U3A Group uses the Petanque Court on a regular basis to extend and enhance the social and physical well-being of its members.
- Groups of primary school children, under teacher supervision, have been introduced to the vegetable area within the Garden and advised on the health benefits of eating fresh produce by representative of the Town's Community Gardening team.

The Trustees have had regard to the guidance issued by the Charity Commission on public benefit.

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.
- The Charity's Head Gardener has continued to receive help from a small number of volunteers as well as the Trustees and Friends in the maintenance and development of the Garden.

Section D

Achievements and performance

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The Charity has continued to enhance the planting and layout of the Garden including much hard work to return the Rose Walk to its former glory.

The Trustees are grateful to the neighbouring Bowling Club for their on-going cooperation including the supply of electricity and water to The Garden.

Due to Covid 19 no Summer Garden Party was held in August 2020 being one of the reasons for a lower level of income in the period. Similarly the annual Carol Concert in December 2020 was also cancelled.

Despite periods of 'lockdown' the Trustees and volunteers managed to undertake significant works to improve the walkways throughout the Garden.

The terms of the Charity's Licence from Tavistock Town Council were finally agreed In January 2020.

Section E

Financial review

Brief statement of the charity's policy on reserves

As at the year end, the Charity has sufficient cash reserves to sustain its activities for the foreseeable future.

Details of any funds materially in deficit

N/A

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 G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)



R Jones

Full name(s)

Graham Parker

Richard Jones

Position (eg Secretary, Chair, etc)

Chair of Trustees

Treasurer

Date

30.10.2021



CHARITY COMMISSION
FOR ENGLAND AND WALES

TAVISTOCK COMMUNITY SENSORY GARDEN

1184695

Receipts and payments accounts

CC16a

For the period
from

Period start date
1.2.2020

To

Period end date
31.1.2021

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					
Merchandise Sales	567	-	-	567	1,587
Friends Subs	400	-	-	400	320
Donations and other income	595	-	-	595	518
Sponsors	-	-	-	-	666
Grants	350	-	-	350	-
Interest received	17	-	-	17	50
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	1,929	-	-	1,929	3,141
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	1,929	-	-	1,929	3,141
A3 Payments					
Printing and Promotions	302	-	-	302	684
Garden Materials	1,958	-	-	1,958	1,938
Labour	770	-	-	770	3,131
Equipment Hire	160	-	-	160	86
Petanque works	-	-	-	-	420
Planting and Sundries	2,328	-	-	2,328	1,718
Sponsored items	150	-	-	150	1,738
Office, Insurance and Admin	408	-	-	408	509
	-	-	-	-	-
Sub total	6,076	-	-	6,076	10,224
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	6,076	-	-	6,076	10,224
Net of receipts/(payments)	- 4,147	-	-	- 4,147	- 7,083
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	- 4,147	-	-	- 4,147	- 7,083

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	HSBC Current A/C	897	-	-
	HSBC Savings A/C	19,867	-	-
		-	-	-
	Total cash funds	20,764	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK

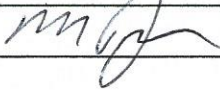
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
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 liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Richard Jones	08.03.2021