



Trustees' Annual Report for the period

Period start date		Period end date	
From	01 02 2022	To	31 01 2023

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)
1	Richard Jones	Chair		
2	Harry Smith	Vice Chair		
3	Stephen Lake	Secretary		
4	Kevin Turner	Treasurer		
5	Sally Whitfield	Head Gardener		
6	Graham Parker			
7	Lynn Roddy			
8	Annette Sharpe			
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)	New Trustees are elected by a majority of the current 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.

New Trustees with no previous experience are signposted to the appropriate Charity Commission publications.

The Board of Trustees act independently of any other organisation.

Being a public space, on-going anti-social behaviour is an area of concern and every opportunity taken to mitigate risks to the public. The Town Council is responsible for the trees surrounding the Garden.

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 available for public access between sunrise and sunset every day. The Trustees continue to reflect on all aspects of the Garden to ensure the on-going provision of safe and enjoyable surroundings.

In addition:

- Tavistock Area Support Services (1129175) and the local Memory Cafe make regular 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.
- Individuals on the autistic spectrum have made use of the Garden under one to one supervision.
- 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 freshly grown produce.
- The Trustees have 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 again been supported by a small number of dedicated volunteers to help to develop and maintain the Garden.

During the year, local businesses contributed their expertise and funds to help refurbish the main garden shed installing a new kitchen sink and water heater. At the same time the shed floor was repaired and improved lighting installed.

The Trustees have also worked in the Garden as well as on fund raising and promotional activities to increase the awareness of the Charity to local people. The annual Garden Party resumed in 2022 and received a good level of support from the Friends and general public.

Summary of the main achievements of the charity during the year

The Garden was made available for public access every day during the second year of the Covid pandemic thereby providing another open space for people to exercise and meet in the open air when permitted to do so.

In addition to the summer Garden Party, the charity had a promotional presence at the Country Show in May and the town's Dickensian evening in December which was followed by a successful Christmas Carol Concert.

Two 'treasure hunts were run for children in December and Easter in an attempt to encourage families into the garden where younger children can see a full range of plants and experience some of the five senses present in the Garden at different times of the year.

Section E Financial review

Brief statement of the charity's policy on reserves

The Trustees aim to retain cash reserves to the equivalent of 5 years of annual expenditure to cover on-going maintenance of the Garden as well as other overheads e.g. insurance costs.

Details of any funds materially in deficit

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.

In addition to the annual subscriptions received from the Friends of the Garden, donations are requested from visitors to the annual Summer Garden Party and Christmas Carol Concert. In addition, greetings cards and small gifts are also sold at these events and at the Town's annual Country Garden Show in May and Dickensian Evening street fayre in December.

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)	<i>R P Jones</i>	<i>K Turner</i>
Full name(s)	Richard Jones	Kevin Turner
Position (eg Secretary, Chair, etc)	Chair	Treasurer
Date	27.11.2023	

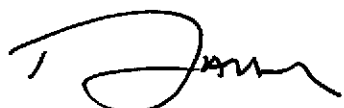
Tavistock Community Sensory Garden
Balance Sheet
at at 31st January 2023

	2023	2022
	£	£
Assets		
Savings account	20,466.27	21442.48
Current account	2,972.27	2088.76
Cash in Hand		
Net Assetts	23,438.54	23,531.24
Capital Account		
Balance brought forward 1 February	23,531.24	20765.08
Surplus/Deficit for the year	-92.70	2,766.16
	23,438.54	23,531.24
Being		
Unrestricted funds	23,438.54	23,531.24
	23,438.54	23,531.24

These accounts have been prepared from all relevant records and information in the form of receipts and payments. No account of accruals has been made.

Independent Examination

I have examined the accounts and confirm that they are in accordance with the books and records of the Tavistock Community Sensory Garden.



Andrew Alcock BA (Hons) FCA ACII
09 November 2023

Tavistock Community Sensory Garden
Balance Sheet
at at 31st January 2023

	2023	2022
	£	£
Assets		
Savings account	20,466.27	21442.48
Current account	2,972.27	2088.76
Cash in Hand		
Net Assetts	23,438.54	23,531.24
Capital Account		
Balance brought forward 1 February	23,531.24	20765.08
Surplus/Deficit for the year	-92.70	2,766.16
	23,438.54	23,531.24
Being		
Unrestricted funds	23,438.54	23,531.24
	23,438.54	23,531.24

These accounts have been prepared from all relevant records and information in the form of receipts and payments. No account of accruals has been made.

Independent Examination

I have examined the accounts and confirm that they are in accordance with the books and records of the Tavistock Community Sensory Garden.



Andrew Alcock BA (Hons) FCA ACII
09 November 2023