

Trustees' Annual Report for the period

**From: 1<sup>st</sup> January 2021    Period start date**  
**To: 31<sup>st</sup> December 2021       Period end date**

**Charity name: Whitby Park Community Garden**



**Charity registration number: 1186825**

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## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>To advance education for the public benefit in the subjects of horticulture, healthy eating, conservation of natural resources and improvement of wildlife diversity, in particular by providing opportunities for learning in and around Whitby Park Community Garden.</p> <p>To promote for the benefit of the inhabitants of Cheshire West and Chester 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 condition of life of the said inhabitants.</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>We have continued to deliver a 12 week 'Gardening for All' programme as part of Cheshire's Natural Health Service (ChNaHS) in collaboration with The Mersey Forest. The programme aims to promote participants wellbeing and physical activity through social engagement and advancement of people's education in the subjects of horticulture, healthy eating, conservation of natural resources and improvement of wildlife diversity, by providing opportunities for learning in and around the garden and wider Whitby Park. This has included wood working, plant and tree identification, seed planting, seeding transplants (repotting), cultivation of fruit and vegetables from seed through to maturity and harvesting.</p> <p>During 2021 we completed the design and construction of a large poly tunnel which The Mersey Forest /ChNaHS purchased for us during the pandemic.</p> <p>The poly tunnel project involved a team of volunteers who were involved in the design, construction and installation of work benches, paths which also included the commissioning of a water harvesting and irrigation system.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees confirm that they have had regard to the Charity Commission's guidance on public benefit and have acted accordingly.

**Additional information (removed optional)**

## Achievements and Performance

	SORP reference	
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.	Para 1.20	<p>The covid pandemic meant that we were still operating with reduced numbers for part of the year. Yet, we have still managed to develop and grow a strong volunteer team.</p> <p>Throughout the year:</p> <ul style="list-style-type: none"> <li>• <b>29</b> new participants registered to do the 12 week 'Gardening for All' programme</li> <li>• <b>19</b>, (two thirds) of those who registered went on to complete the 12-week programme.</li> <li>• <b>12</b> of those who completed the programme continued to volunteer every week.</li> <li>• alongside the existing <b>10</b> long term volunteers</li> </ul> <p>In total, there are now <b>22</b> regular/ long term volunteers who help to maintain the garden and work alongside new participants.</p> <p>The sessions (often personal and tailored for each participant):</p> <ul style="list-style-type: none"> <li>• Provide a range of activities to improve participants' health and wellbeing, increase social connections and improve the local environment.</li> <li>• Provide a friendly and supportive environment where participants can connect with each other and their community.</li> <li>• Provide a learning environment that helps participants improve their self-esteem and confidence.</li> <li>• Support participants to access longer term volunteering opportunities.</li> <li>• Remove barriers to learning and improve skills that are required to access further employment and training.</li> </ul> <p>The garden is an important part of many peoples' lives. Some volunteers have been coming to the garden every week for many years. All volunteers are always encouraged to take some fresh produce home to eat.</p> <p>The wider community also benefited from visiting the garden, engaging with volunteers, connecting with nature including having the opportunity to try fresh locally grown produce from the garden.</p>

Additional information (removed optional)

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>In part these financial results reflect a difficult year due to having to manage the pandemic (COVID19) risks and keeping volunteers and customers safe.</p> <p>Income of £1423.04 was generated from charitable activities. The total income for the period of £1423.04.</p> <p>Of this income, £1,530.72 was spent on charitable activities and administrative costs along with purchasing supplies for the garden and for our craft activities.</p> <p>Creditors falling due at the end of the reporting period was £0.</p> <p>Overall, the charity made a loss of -£107.68 for the period.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>The financial reserve policy is an estimated one year cost plus activities.</p> <p>Trustees place a maintain priority on maintaining this in 2022 and will continue to review as the charity progresses.</p> <p>The trustees have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to the major risks.</p>
Amount of reserves held	Para 1.22	£1,444.82
Reasons for holding zero reserves	Para 1.22	None
Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Continued discussion are happening between Cheshire West and Chester Council over the renewal of a lease for the land as existing documentation has been misplaced by the council. We have still been unable to secure this in 2021 due to council staff leaving. We have reopened discussions again and will continue to move forward in 2022.

### Additional information (removed optional)

## Structure, Governance and Management

Description of charity's trusts:		None
Type of governing document ( <a href="#">trust deed</a> , <a href="#">royal charter</a> )	Para 1.25	Constitution Foundation model constitution for a CIO

How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	CIO
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	voting members are the charity trustees only

**Additional information (removed optional)**

## Reference and Administrative details

Charity name	Whitby Park Community Garden
Other name the charity uses	None
Registered charity number	1186825
Charity's principal address	Whitby Hall Lodge, Stanney Lane, Ellesmere Port, Cheshire CH65 6QY England, United Kingdom.

## 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)
John Boden		09/12/2019	
Nina Dales		09/12/2019	
George Jones		09/12/2019	

Corporate trustees – None

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
n/a		

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this fall within the custodian charity's objects	n/a
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	n/a

**Additional information (removed optional)**

## Exemptions from disclosure

Reason for non-disclosure of key personnel details

None

## Other optional information

None

## Declarations

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

Signed on behalf of the charity's trustees

Signature(s) *John Boden*

Full name(s) John Boden

Position – Trustee

Date - 31<sup>st</sup> December 2021

**ACCOUNTS SUMMARY****31 December 2021**

Main Current Account	£2,233.56
Paypal Account	£53.24
Associated Savings Account	£0.04
Associated Current Account	£30.30

**Total Year End** £2,317.14

Income	£1,423.04
Expenses	-£1,530.72

**Total Year End** -£107.68

**Outstanding Debt** £0.00

**Starting Balance** £2,424.82

**Difference** -£107.68

**Whitby Park Community Garden****Annual Accounts ending 31st December 2021**

Date	Main Current Account	Credit	Debit	Subtotals	Subcategory	Memo
01/01/2021	20-51-08 80439215	£0.00		£2,199.95		Starting Balance
04/01/2021	20-51-08 80439215		-£17.46	£2,182.49	Direct Debit	HISCOX HISCOX PIB 9793306 DD
01/02/2021	20-51-08 80439215		-£15.40	£2,167.09	Direct Debit	HISCOX HISCOX PIB 9793306 DD
01/03/2021	20-51-08 80439215		-£15.40	£2,151.69	Direct Debit	HISCOX HISCOX PIB 9793306 DD
01/04/2021	20-51-08 80439215		-£15.40	£2,136.29	Direct Debit	HISCOX HISCOX PIB 9793306 DD
13/04/2021	20-51-08 80439215		-£540.00	£1,596.29	Bill Payment	D W FENCING CHESHI 12X10 WHITBY PARK BBP
19/04/2021	20-51-08 80439215	£3.00		£1,599.29	Counter Credit	JOHN BODEN Cash Deposit BGC
19/04/2021	20-51-08 80439215	£50.00		£1,649.29	Counter Credit	JOHN BODEN Cash Deposit BGC
21/04/2021	20-51-08 80439215		-£111.26	£1,538.03	Bill Payment	JOHN BODEN LIGHTS SIGNS PAINT BB
04/05/2021	20-51-08 80439215		-£15.40	£1,522.63	Direct Debit	HISCOX HISCOX PIB 9793306 DD
10/05/2021	20-51-08 80439215	£80.00		£1,602.63	Counter Credit	JOHN BODEN Cash Deposit BGC
24/05/2021	20-51-08 80439215	£5.00		£1,607.63	Counter Credit	AMAZON EUROPE CORE 7967453564889563 BGC
01/06/2021	20-51-08 80439215		-£15.40	£1,592.23	Direct Debit	HISCOX HISCOX PIB 9793306 DD
07/06/2021	20-51-08 80439215	£50.00		£1,642.23	Counter Credit	JOHN BODEN Cash Deposit BGC
24/06/2021	20-51-08 80439215	£100.00		£1,742.23	Counter Credit	JOHN BODEN Cash Deposit BGC
01/07/2021	20-51-08 80439215		-£15.40	£1,726.83	Direct Debit	HISCOX HISCOX PIB 9793306 DD
12/07/2021	20-51-08 80439215	£74.90	£38.81	£1,840.54	Counter Credit	PAYPAL PPWDL4RCJ22222XQBA BG
12/07/2021	20-51-08 80439215	£50.00		£1,890.54	Counter Credit	JOHN BODEN Cash Deposit BGC
29/07/2021	20-51-08 80439215	£50.00		£1,940.54	Counter Credit	JOHN BODEN Cash Deposit BGC
02/08/2021	20-51-08 80439215		-£15.40	£1,925.14	Direct Debit	HISCOX HISCOX PIB 9793306 DD
06/08/2021	20-51-08 80439215	£30.00		£1,955.14	Counter Credit	JOHN BODEN Cash Deposit BGC
06/08/2021	20-51-08 80439215	£120.00		£2,075.14	Counter Credit	JOHN BODEN Cash Deposit BGC
16/08/2021	20-51-08 80439215	£200.00		£2,275.14	Counter Credit	PAYPAL PPWDL4RCJ222336GKA BG
16/08/2021	20-51-08 80439215	£15.00		£2,290.14	Counter Credit	JOHN BODEN Cash Deposit BGC
26/08/2021	20-51-08 80439215	£30.00		£2,320.14	Counter Credit	JOHN BODEN Cash Deposit BGC
01/09/2021	20-51-08 80439215		-£15.40	£2,304.74	Direct Debit	HISCOX HISCOX PIB 9793306 DD
02/09/2021	20-51-08 80439215	£40.00		£2,344.74	Counter Credit	JOHN BODEN Cash Deposit BGC
09/09/2021	20-51-08 80439215	£50.00		£2,394.74	Counter Credit	JOHN BODEN Cash Deposit BGC
01/10/2021	20-51-08 80439215		-£15.40	£2,379.34	Direct Debit	HISCOX HISCOX PIB 9793306 DD
04/10/2021	20-51-08 80439215	£111.90		£2,491.24	Counter Credit	PAYPAL PPWDL4RCJ22242DZSS BG
04/10/2021	20-51-08 80439215		-£24.25	£2,466.99	Bill Payment	JOHN BODEN AMZ GWATER TIMER BBP
04/10/2021	20-51-08 80439215		-£266.77	£2,200.22	Bill Payment	JOHN BODEN SIMPLY PAVING 4628 BB
04/10/2021	20-51-08 80439215		-£245.86	£1,954.36	Bill Payment	JOHN BODEN SIMPLY PAVING 3212 BB
06/10/2021	20-51-08 80439215	£200.00		£2,154.36	Remittance	43ELLESMEERE PORT REM 43ELLESMEERE PORT REM
06/10/2021	20-51-08 80439215	£30.00		£2,184.36	Counter Credit	JOHN BODEN Cash Deposit BGC
01/11/2021	20-51-08 80439215		-£15.40	£2,168.96	Direct Debit	HISCOX HISCOX PIB 9793306 DD
01/11/2021	20-51-08 80439215	£20.00		£2,188.96	Counter Credit	JOHN BODEN Cash Deposit BGC
01/12/2021	20-51-08 80439215		-£15.40	£2,173.56	Direct Debit	HISCOX HISCOX PIB 9793306 DD
06/12/2021	20-51-08 80439215	£60.00		£2,233.56	Counter Credit	JOHN BODEN Cash Deposit BGC
31/12/2021				£2,233.56	TOTAL	Remaing at year end in Main Current Account
		£1,369.80	-£1,375.00	-£5.20		



Date	Paypal Name	Credit	Debit	Subtotals	Type	From Email Address
01/01/2021	Paypal	£0.00		£38.81		Starting Balance
17/05/2021	iZettle AB		£9.82	£48.63	Mass Payment	Sale paypal@izettle.com
31/05/2021	iZettle AB		£5.89	£54.52	Mass Payment	Sale paypal@izettle.com
14/06/2021	iZettle AB		£12.53	£67.05	Mass Payment	Sale paypal@izettle.com
28/06/2021	iZettle AB		£6.68	£73.73	Mass Payment	Sale paypal@izettle.com
05/07/2021	iZettle AB		£21.81	£95.54	Mass Payment	Sale paypal@izettle.com
12/07/2021	iZettle AB		£18.17	£113.71	Mass Payment	Sale paypal@izettle.com
12/07/2021	Paypal		-£113.71	£0.00	General Withdrawal	Transfer whitbyparkgarden@btconnect.com *
19/07/2021	iZettle AB		£20.97	£20.97	Mass Payment	Sale paypal@izettle.com
26/07/2021	iZettle AB		£74.66	£95.63	Mass Payment	Sale paypal@izettle.com
02/08/2021	iZettle AB		£32.89	£128.52	Mass Payment	Sale paypal@izettle.com
09/08/2021	iZettle AB		£55.86	£184.38	Mass Payment	Sale paypal@izettle.com
16/08/2021	iZettle AB		£26.72	£211.10	Mass Payment	Sale paypal@izettle.com
16/08/2021	Paypal		-£200.00	£11.10	General Withdrawal	Transfer whitbyparkgarden@btconnect.com *
23/08/2021	iZettle AB		£41.76	£52.86	Mass Payment	Sale paypal@izettle.com
30/08/2021	iZettle AB		£11.31	£64.17	Mass Payment	Sale paypal@izettle.com
06/09/2021	iZettle AB		£28.89	£93.06	Mass Payment	Sale paypal@izettle.com
13/09/2021	iZettle AB		£3.93	£96.99	Mass Payment	Sale paypal@izettle.com
20/09/2021	iZettle AB		£14.91	£111.90	Mass Payment	Sale paypal@izettle.com
03/10/2021	Paypal		-£111.90	£0.00	General Withdrawal	Transfer whitbyparkgarden@btconnect.com *
04/10/2021	iZettle AB	£1.18		£1.18	Mass Payment	Sale paypal@izettle.com
18/10/2021	iZettle AB	£2.95		£4.13	Mass Payment	Sale paypal@izettle.com
06/12/2021	iZettle AB	£19.64		£23.77	Mass Payment	Sale paypal@izettle.com
27/12/2021	iZettle AB	£29.47		£53.24	Mass Payment	Sale paypal@izettle.com
31/12/2021				£53.24	TOTAL	Remaing at year end in Paypal
		£53.24	£0.00	£14.43		

Date	Associated Saving Account	Credit	Debit	Subtotals	Subcategory	Memo
01/01/2021	20-29-50 63695565			£0.04		Starting Balance
31/12/2021				£0.04	TOTAL	Remaing at year end in Ass Savings Account
		£0.00		£0.00		

Date	Associated Current Account	Credit		Debit	Subtotals	Subcategory	Memo
01/01/2021	20-20-46 60531561				£186.02		Starting Balance
01/03/2021	20-20-46 60531561			-£30.00	£156.02	Expenses	cash advance G.Jones
18/03/2021	20-20-46 60531561			-£88.20	£67.82	Expenses	Hews Gray
29/03/2021	20-20-46 60531561			-£11.27	£56.55	Expenses	Burleydam Garden Centre
06/04/2021	20-20-46 60531561			-£2.28	£54.27	Expenses	Rightway
06/04/2021	20-20-46 60531561			-£8.97	£45.30	Expenses	Burleydam Garden Centre
08/04/2021	20-20-46 60531561			-£11.00	£34.30	Expenses	Access Locks (Keys)
19/04/2021	20-20-46 60531561			-£4.00	£30.30	Expenses	Access Locks (Keys)
31/12/2021					£30.30	TOTAL	Remaing at year end in Ass Current Account
		£0.00		-£155.72	-£155.72		