



SERPENTINE COMMUNITY GARDEN SOCIETY

Serpentine Community Garden Society CIO
Serpentine Walks, Burlington Road, Buxton, SK17 9AR

Report of the Trustees 6 April 2022 - 5 April 2023

Registered Charity number - 1188016

Registered office - c/o 39 Park Road, Buxton, SK17 6SQ

Date of registration as a charity - 18 February 2020

Trustees

Madeline Hall	re-elected	06/04/22	to	05/04/2023
Simon Fussell	re-elected	06/04/22	to	05/04/2023
Pete Brown	re-elected	06/04/22	to	05/04/2023
Carole Garner	re-elected	06/04/22	to	05/04/2023
Derek Bodey	re-elected	06/04/22	to	05/04/2023

Solicitors

Brooke-Taylors Solicitors

4 The Quadrant, Buxton, SK17 6AW

Bankers

Cooperative Bank

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1. Structure, Governance and Management

The Board currently comprises five trustees, all of whom take an active role in organisational development. Further trustees - to a maximum of eleven - are actively sought to contribute expertise and experience. Recruitment is via advertising roles with a description of the key skills, knowledge or experiences being sought and an overview of the role and responsibilities of a trustee. SCGS's own networks and communication channels are used. Succession planning is an element in recruitment. Despite a good increase in volunteers contributing to practical activity, interest in volunteer trustee roles is limited. Additional promotional events are planned for 2023/2024.

The term of office for trustees is three years, renewable for a further three year term. After a break of a year trustees may stand for election for a return to office. For each of the first three years the longest serving trustee will resign, but may stand for a second term's appointment. Madeline Hall is now in the second year of her second term. Simon Fussell is serving the first year of his second term. Carole Garner and Pete Brown are in the final year of their first term. Derek Bodey is serving the first year of this first term.

Response to the Covid-19 crisis included rapid development of IT capabilities and use for meetings. Trustee meetings have been held on the zoom platform, supplemented by ad hoc meetings on site. We continue to work as trustees to improve how we exchange and share information.

The Board of Trustees has sustained practice from its precursor Board of Directors of Serpentine Community Farm CIC, meeting every two months to review finance, projects and activity and to discuss long-term strategy and direction. The business plan approved in January 2020 was reviewed in detail in 2021, informed by appraisal from a financial consultant engaged with support from the Heritage Fund for Culture Recovery. The Management Risk assessment is updated annually. A further review of the Business Plan will be conducted when an Agreement to Lease the dilapidated stone buildings on site is agreed and signed.

2. Objectives and Activities

The object of the CIO is to advance the education of the public in the subject of horticulture and horticultural practices.

In addition we aim to:

- teach and learn about sustainable growing practices in the High Peak climate;

- share knowledge with our volunteers and visitors;
- introduce initiatives and practices that support the aim of long term food security;
- build and maintain an environment where all people are welcome, enjoying what they are doing and having social interaction with others.

Activities included:

January 2022

- National Lottery Community Fund agreement for revenue support: £95,914 spread over three years.
- Two posts advertised: Gardeniser for 15 hours a week, 46 weeks a year: Growing Well Coordinator for development and delivery of four eight week programmes a year, building to five programmes in the second year and six in the third year.
- Zoom subscription renewed. On-site volunteer groups active on four days a week.
- Growing Plans discussed, developed and shared electronically and in hard copy at face to face event in P3.

February 2022

- 8 February 2022 lease on land for 25 years signed by Chair and Treasurer, signed and sealed by HPBC.
- Offer of new shed constructed by carpentry students at Leek and Buxton College accepted.
- Seedy Saturday - successful event despite storm and snow. £120 in donations.

March 2022

- Seedier Sunday - second opportunity for seed swap attracted twenty visitors and £70 in donations.
- Growing Well workshop session for previous and prospective participants.
- Programme of Science Week activities in schools.

April 2022

- Two Gardenisers and two Growing Well tutors joined on three year contracts.
- First cohort for Growing Well launched with clients from Moore Care.

May 2022

- Carers Connecting SEN group started weekly after school club: Willow and Wellies.
- Local electrician donating his time reconnected electricity supply ready for transfer of account.
- Final Give Peas a Chance cohort started.
- Registered address with Royal Mail and mounted a mail box on the gatepost. (Thank you to Transition Buxton for funding.)

June 2022

- Stall at Rotary Club Bazaar. Second cohort for Growing Well supporting people refereed by GPs and Buxton CVS social prescribers.
- £1,000 grant from Arnold Clark Foundation.
- Shed designed and built by Buxton and Leek College carpentry students donated and erected on site.

July 2022

- Flower Pot trail sculpture on a jubilee theme created and displayed in Serpentine Walks: a jubilee of eagle owls.
- Give Peas a Chance programme completed with celebration. Further funding could support annual summer courses,
- Fringe Event: Mix It Up.
- One of 30+ venues for Buxton Garden trail.
- Hosted Festival Fringe awards ceremony.
- Electricity supply went live.

August 2022

- Launch of Buxton Home Growers facebook page. Members invited to share surplus harvest for donating to local food banks - Residents of Fairfield Association and Zink Employability.
- Final session for this year of Willow and Wellies club with Carers Connecting SEN group.

September 2022

- Third Growing Well group started.

October 2022

- Fourth, and final, Growing Well group of the year started.
- Working party visited local private orchard for fruit picking expedition.
- Apple Day: pressing, drying, stewing fruit.
- Seed saving activity across all volunteer days.
- Seed exchange decorated box created by local artist from High Peaks Community Arts eARTh project.
- Members' AGM.

November 2022

- Awarded £500 from HPBC's Climate Change project fund administered by CVS. We will be planting an apple tree in poor brownfield soil and comparing its growth and produce with an identical tree planted in good quality soil in a ton bag.
- Contributed with a stall and workshops to Transition Buxton's Together for the Planet event for Buxton schools. (100 school and college students attended.)

December 2022

- Seed exchange box opened for public use in foyer of Pavilion Gardens.
- Winter Gathering on 18 December rounded off the year's activities with mince pies and hot drinks.

January 2023

- Growing Plans discussed, developed and shared electronically and in hard copy at face to face event in P3.
- Use of noticeboard established by Friends of Pavilion Gardens agreed. Opening hours, directions and fliers posted behind glass.

February 2023

- Seedy Saturday. £140 donations and fresh seeds. 36 visitors. Transition Buxton mounted a stall and display stand.
- Permission granted by Arboricultural Officer for removal of overhanging willow branches in wild area behind P3.
- Two James Grieve apple trees planted in compare and contrast Climate Change project.

- Heated propagation tray loan system for volunteers introduced. Tomatoes, beans and pot marigolds sown on home windowsills.
- Wild flower bank on brash and reclaimed soil constructed at edge of old depot.

March 2023

- Extensive new raised beds constructed and filled in the old depot area.
- Opening four minutes of video celebrating Serpentine at the heart of Buxton share.
- Seed swap box provided in Buxton Methodist Church foyer.
- Replacement entrance gates agreed by trustees and HPBC officers - Assets, Compliance, planning.
- Peak Environmental Services conducted soil analysis survey in old depot area.
- Representatives invited to contribute to Wilder High Peak project workshop.

Volunteer Hours on site

	2019-2020	2020-2021	2021-2022	2022-2023	
				Volunteers and Gardenisers	Visitors
April	309	184.5	178	286	-
May	471	194	315	532	
June	452	177.5	335	350.75	30
July	397.5	220.75	288.25	322.75	215
August	244.5	230	212.75	305.75	39
September	331	209	270	301.5	22
October	421	226	244.5	391.5	24
November	242	240.25	163	260.25	
December	218	153	68.25	124.75	
January	294	111.25	127.75	179.5	5
February	212	140.5	180	242.5	
March	172	304.5	196	233.25	8
Total	3764	2391.25	2074.75	2875.25	330
Gardenisers				690	
Volunteer Total	3764	2391.25	2074.75	2185.25	330

3. Achievement and performance 2022 / 2023

Volunteers contributed 2,184 (2075 in 2021-2022) hours over the year in registered attendance on site. In addition unregistered, but highly appreciated, hours were invested off site on administration, publicity, planning and practical gardening enriching cultivation of a range of produce. We thank our team of volunteers for their ongoing commitment. Many go well beyond what is asked of them: supporting events, creating posters and labels, growing at home on windowsills, investing time and thought in the garden and the organisation, supporting our community in Buxton and the High Peak.

3.1 Education

We advance education in the science, art and practice of horticulture. The teaching and learning is not externally accredited but has its foundation in the authoritative gardening and horticultural advice provided by the Royal Horticultural Society. There is a particular focus on organic gardening methods based on the principles of organic gardening promoted by Garden Organic (previously the Henry Doubleday Research Association). In an informal setting, we work with volunteers to identify the skills they bring and the knowledge and skills they wish to develop. More formally, we offer regular training workshops and courses to consolidate and extend learning. All ages are covered with interventions modified to meet age and experience and to take in to account such factors as learning or social disabilities.

We promote active use of our facilities by local educational and therapeutic providers. The Growing Well programme is used and valued by local GPs, a local care home provider and a borough-wide team of CVS social prescribers. Our National Lottery Community Fund award supports continuation and programme development for three years from 1 April 2022. We plan to embed the provision as a valued local service with sustainable funding thereafter.

We are making a contribution to citizen science in a number of fields and with different audiences. A long term soil analysis and phytoremediation project is supported by HPBC Climate Change and Nature Recovery funding. We support activities in Science Week and Wild Weeks for school children and college students.

3.2 Children and Young People

Formalising the relationship with our partners who work directly with young people (children's nurseries, child minder groups, schools and colleges) through the provision of a range of services and experiences enables the charity to introduce more young people to the site, allowing them to experience not only food growing, cooking and crafts, and all the associated benefits, but being part of a community space that they can feel a part of. A Saturday programme - Give Peas a Chance - ran for 18 months until July 2022 supported by funding from Cadent - gas infrastructure providers. Two of our members funded a continuation summer programme in 2023 and have pledged the same support for 2024 with the comment: 'It was good to see the children develop and learn. There's nothing else like this in Buxton.'

A Nature Tots programme and family fun days are also attracting great interest and healthy numbers. A local nursery school brings groups in weekly through the summer as an element of their curriculum exploring nature.

3.3 Culture

Art and culture remains a developing strand of SCG volunteer interest. We work with locally based voluntary organisations and individual artists. The site is valued by artists as inspiration and as a welcoming space for direct interaction with communities. The site has the potential to play a significant role in delivery of a thriving cultural life in the town as a space where the public and creatives can interact and collaborate on joint projects, often bringing more investment in arts and culture to the local area in the process. We are already recognised as an excellent informal performance space and a great setting for external artworks. Community arts activity within the Community Fund will be developed for the two year period 2023-2025.

3.4 Organisation

Work on securing the future of the project continues. Our landlords, High Peak Borough Council, approved in principle the terms of two 25 year leases, one on the land, the second on the land to include stone store buildings erected in 1898. Detailed negotiation with council officers began in January 2020. The lease on the land was finally signed on 8 February 2022. Agreement to separate the two strands of the lease allowed the land lease to progress, which in turn confirmed the Charity's eligibility for the National Lottery Community Fund revenue award.

Discussions over the status of dilapidated buildings on the site continue to edge forward. In principle HPBC agreed that the terms and conditions should enable the charity to apply for capital funding. However, the detailed schedule proposed by the Council included compliance with tight time deadlines. There is a risk to the charity and to potential funders of loss of investment should deadlines be unavoidably missed. A new draft has been submitted to HPBC for consideration, focused on resolving remaining issues, protecting the rights and obligations of both parties so that the intention of the agreement in principle may be honoured.

Local press and social media were used effectively. Weekly working notes are circulated to all members and volunteers. Each month an update is circulated to all supporters.

Onsite activity has increased markedly with opening to volunteers and visitors on four weekday mornings plus Sundays and booked sessions for groups on a further day, early morning and after-school hours. The structure for sustaining growing on site and facilitating communication between the various user groups is proving robust. We work towards a consensus model for decision making and a dispersed 'management and supervision' model.

Links with other community groups have been strengthened. Following a consultation process initiated with volunteers about the extent and pace of steps, the Garden is now for larger numbers of visitors, individually and in groups.

4. Financial review

Income for the third year as a charity totalled £37,389, made up of £32,870 in grant awards (four awards), £4,324 in donations including associated Gift Aid and £195 in membership subs.

The National Lottery Community Fund award of £96,000 for revenue costs over three years covers consolidation of initiatives in the Community Garden and further development of the Growing Well programme. A high proportion of the funding is devoted to payments of freelance staff. The profile of spending is heaviest during the late spring and summer but in-house reserves maintain a cash cushion reserve at all times.

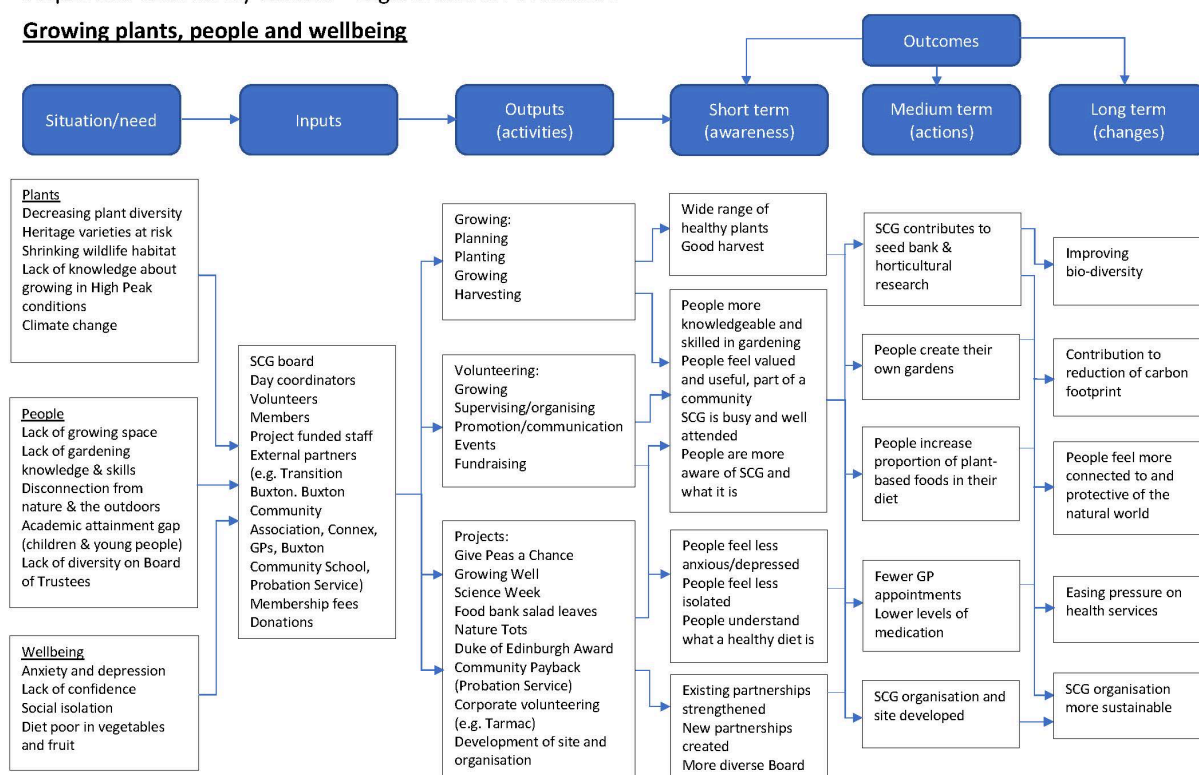
There is good potential for a significant capital funding award once the terms of the Agreement to Lease the dilapidated stone store buildings on site are finally agreed. An initial £10,000 is pledged to be released by a local charitable trust when the Agreement to Lease is signed and discussions have been progressed with the National Lottery Heritage Fund. A renewed Expression of Interest has been supported and an invitation to submit (within 12 months) a full application for the funding tranche supporting projects between £250,000 and £10m issued.

5. Evaluation

We adopt a logic model for evaluation as outlined below:

Serpentine Community Garden – Logic Model for evaluation

Growing plants, people and wellbeing



6. Risk management

As Trustees, we are responsible for overseeing the charity's risk management activities. The Trustee Board manages and monitors SCGS's risks through a Strategic Risk Register which is incorporated in the Annual Business Plan. Strategic Risks are identified following

the Annual General Meeting of members, drawing on response to the annual Future Strategy briefing paper.

Risk management of high-level risks that could prevent SCGS from meeting its objectives and of more routine operational matters are kept under regular review. For 2022-2023 trustees will focus particularly on reviewing good practice and policies for working effectively with people.

Engagement of trustees and a committed volunteer cadre and membership supports on-going review which is both sensitive and robust.

6. Future Plans

Our plans for 2023/2024 involve continuing to build on the foundations laid before and since registration as a charity and the experience of working through the challenges, and unexpected opportunities, of response to the global pandemic, to sustain our focus on growing plants and growing people.

We believe that the Serpentine Community Garden can become a centre for sustainability and community development in Buxton, with regional reach and national recognition. The site will provide multiple benefits to the town through the services it provides, contributing to learning and helping to raise the profile of the town and its heritage. Our application for a Heritage Fund capital grant will include a focus on involving more people in heritage. We are working with the Buxton local History Group to explore partnership activity in raising awareness of Buxton's horticultural heritage. (Our site is adjacent to Lismore Fields - a scheduled Heritage ancient monument where archaeological digs uncovered evidence of Mesolithic and Neolithic agriculture - the earliest known seed use for crop production in the UK.)

We will continue to develop our profile and external-facing activities; improve our internal systems and processes; develop our strategy for measurement of impact in use of the logic model of evaluation; reappraise organisational risk; and plan to grasp opportunities to extend our community reach.

Trustees
Simon Fussell (Chair)
Madeline Hall (Treasurer)
Pete Brown
Carole Garner
Derek Bodey

				Serpentine Community Garden Society CIO			
				Charity 1188016			
				Financial Accounts			
				Period from 6 April 2022 - 5 April 2023			
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				Trustees' Summary Report	1		
				Summary Income and Expenditure Account	2		
				Balance Sheet	3		
				Notes and Accounting Policies	4		
1				Period from 6 April 2022 - 5 April 2023			
				The trustees have pleasure in presenting their report and unaudited financial statements of the charity.			
				Principal Activities			
				Serpentine Community Garden aims to restore the derelict Council greenhouse area in Buxton for community use in production and education.			
				Mission statement			
				We aim to transform the Serpentine Plant Nursery and old Council Depot. Serpentine Community Garden for local people to develop horticultural skills, grow food intensively but sustainably in a range of micro-environments, and will be a venue for formal and informal training for the whole community.			
				When complete the project will showcase all aspects of the sustainable food cycle from growing, to preserving, to cooking and finally to dealing with waste.			
				Trustees			
				The trustees who served the charity during the period were as follows:			
				6 April 2022 - 5 April 2023			
				Madeline Hall			
				Simon Fussell			
				Pete Brown			
				Carole Garner			
				Derek Bodey			
				These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).			
				Registered Office:		Signed by order of the trustees	
				39 Park Road			

	Buxton					
	Derbyshire					
	England					
	SK17 6SQ					
				Madeline Hall		
				Trustee /Treasurer		
2	Period from 6 April 2022 - 5 April 2023					
	2021-2022 year end balance		£14,838			
	Income	Notes	Restricted	Unrestricted		Total
			(NL CF)			
	Donations			£2,937		£2,937
	Grants	4.5a	£30,870	£2,000		£32,870
	Membership subs			£195		£195
	Gift Aid			£1,387		£1,387
	Total incoming resources		£30,870	£6,519		£37,389
	Expenditure					
	Administrative Expenses			£1,119		£1,119
	Insurance			£355		£355
	Staffing	4.5b	£25,145	£1,388		£26,532
	Sundries non-horticultural		£3,400	-£576		£2,823
	Horticultural supplies		£2,397	£878		£3,275
	Depreciation	4.6		£700		£700
	Total expenditure		£30,942	£3,864		£34,805
	Net income/expenditure		-£72	£2,655		£2,583
	Net income/expenditure adjusting charity funds to cover National Lottery Community Fund over					
			£0	£2,583		£2,583
				Less liabilities (see below)		-£2,460
				Surplus for the year		£123
3	5 April 2023					
	Fixed Assets					
	Polytunnel 3 - 2021			£2,100		
	Current Assets					
	Cash at bank and in hand			£15,321		
	Total Current Assets					£17,421
	Current Liabilities (funding carried forward)			-£1,960		
				-£500		
						-£2,460

	Total assets less current liabilities					£14,961
	Capital and reserves					
	2021-2022 year end balance (cap'l & reserves, inc poly tunnel)					£14,838
	Surplus for year					£123
	Total capital and reserves					£14,962
	For the period ending 05/04/2023 the company was entitled to exemption from audit under section 477 the Companies Act 2006 relating to small companies.					
	The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.					
	The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.					
	These financial statements have been approved for issue by the Board of Trustees and signed on its behalf by					
	M A Hall					
	Trustee / Treasurer					
4	Notes and Accounting Policies					
	Period from 6 April 2022 to 5 April 2023					
	1 Accounting Policies					
	(a) Basis of preparation					
	The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008)					
	(b) Turnover					
	Turnover represents the fair value of consideration receivable in the ordinary course of business for services provided.					
	(c) Fixed Assets					
	All fixed assets are initially recorded at cost.					
	(d) Depreciation					
	Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:					
	Polytunnels				20% straight line	
	2 Company limited by guarantee					
	The Charitable Incorporated Organisation is limited by guarantee and therefore has no share capital. The Trustees upon winding up the company is limited to £1.					
	3 Administrative expenses					

	Insurance		£355.20			
	Sundry expenses		£2,823.47			
	Admin expenses		£1,119.38			
	Depreciation		£700.00			
	Total		£4,998.05			
	4 Other operating income					
	Donations		£4,321.59			
	Membership		£195.00			
	Grants		£32,870.00			
	Sales		£0.00			
	Total		£37,386.59			
	5a Project Funding					
	NL Community Fund		£30,870.00	restricted		
	Waitrose		£500.00	unrestricted		
	Arnold Clark		£1,000.00	unrestricted		
	HPBC Nature Recovery		£500.00	unrestricted		
	Total		£32870.00			
	5b Staffing					
	NL Community Fund		£25144.50			
	Give Peas a Chance		£1387.50			
	Total		£26532.00			
	6 Tangible Fixed Assets					
			Cost		Depreciation	
				Year 1	Year 2	Year 3
	Polytunnel		£3,500.00	£700.00	£700.00	

**REPORT ON THE 2022-2023 ACCOUNTS PRODUCED BY
SERPENTINE COMMUNITY GARDEN SOCIETY**

**Registered Charity number - 1188016
Registered office - c/o 39 Park Road, Buxton, SK17 6SQ**

Dear Madeline and Simon,

I have not conducted an audit but the cashbook examination and sampling exercise I have completed were satisfactory. As you have informed me that there have been no material changes made to the medium term Business Plan and Strategic Risk Assessment I examined last year, I am pleased to provide a positive opinion on the accounts I have seen.

As I illustrated last year, an auditor will look to see if there are controls in the accounting system that ensure the completeness and accuracy of the accounting records and the validity of entries made in those records. This is often done by asking questions about what could go wrong at the time data is recorded:

What Could Go Wrong	Controls Expected
Validation of purchase invoices may be lax	<ol style="list-style-type: none">1. Purchases are for legitimate expenses and are authorised by a responsible person.2. A control to ensure that proper invoices are kept to support the entry.3. The original invoice can be produced on demand.
Lack of controls may lead to multiple entries for the same supply.	<ol style="list-style-type: none">1. Each purchase invoice is given a unique reference number to avoid duplicated postings.
The invoice may be entered in the wrong accounting period.	<ol style="list-style-type: none">1. The purchase invoice date or the date of payment consistently determines the period in which the invoice is posted.
Sales invoices are not accounted for at the correct time.	<ol style="list-style-type: none">1. The invoice date is recorded on all sales invoices and posted in the appropriate accounting period.2. Sales invoices have a sequential and unique number.3. A copy sales invoice is filed and available on demand for inspection.4. There is a sequence check (carried out by a responsible person) to ensure all sales invoice numbers are posted.
Cash sales may not be accounted for at the correct time if at all.	<ol style="list-style-type: none">1. Cash sales are recorded in the appropriate accounting period according to the date of sale.

I suggest only that you continue to ensure that controls expected are in place. In particular, continue with the good practice of regular internal audits.

Yours sincerely,

Michael Wilde
ISEB
27/09/2023