



THE
GARDENERS'
HOUSE
PENZANCE

Helping our community grow...



The Gardeners' House, Penzance, Annual Report 2021-2022

The Gardeners' House - Penzance, CIO is a registered charity in England and Wales (1195599)

Location: Morrab Gardens, Morrab Road, Penzance, Cornwall.

Site Office: Lower Ground Floor, The Regent, 54 Chapel Street, Penzance, Cornwall. TR18 4AE.

Email: info@thegardenershouse.org **Website:** www.thegardenershouse.org



**SUSTAINABLE
PENZANCE**



The Hypatia Trust



**PENZANCE
COUNCIL**



The Architectural
Heritage Fund



**Cornwall
Community
Foundation**





Our vision...

for the Gardener's House, special collections and archives, is to provide a home for an evolving knowledge bank, a base for knowledge exchange and a fertile ground to grow an ecosystem to connect people, planet and place. It will collect, preserve and safeguard the past, whilst empowering the community to find well-being in the present and develop sustainable change for the future.

Introduction

As Co-Chair of The Gardeners' House, Penzance, I am pleased to present the first annual report for the charity showing our journey so far. The seed for the project was first planted in 2020 with the original idea of developing the derelict stable block to become a productive, welcoming, integral part of the Morrab Gardens and Penzance, providing a safe and accessible environment for the collections and related activities. The vision came from the late Dr Melissa Hardie-Budden, MBE, an academic, publisher and founder of The Hypatia Trust.

Brief history

The Gardeners' House resides in a Conservation Zone in Morrab Gardens, within the curtilage of Grade II listed Morrab House. Dating from 1841, the Gardeners' House is a two-storey, linear stone construction. Listed building consent for its refurbishment and extension has been granted.

Originally a groom's cottage, it became a home for successive gardeners and their families. Its surviving structure reflects its relationship to Morrab House, a mid-19th century villa built by wealthy brewer, Samuel Pidwell. The re-development of the Gardeners' House will complement Morrab Gardens.

At 1.3 hectares, Morrab Gardens is Cornwall's first public park, and retains the walls from when it was the private garden of the Pidwell family. Morrab Garden, bandstand and war memorial, share the garden's Grade II classification. It is registered under the Historic Buildings and Ancient Monuments Act 1953 and contains an extensive collection of sub-tropical plants, including the largest collection of externally-cultivated tree ferns in the British Isles. We will restore the Gardeners' House with traditional local materials to fit within its environment.

WCD Watson,

Head Gardener at Morrab Gardens
1929 to 1951, with his grandchildren,
outside The Gardeners' House.

© The Gardeners' House, Penzance,
Archives





Development

The charity has been working with the support of the NLHF (National Lottery Heritage Fund) and taking their advice and guidance particularly on the governance of the project. The Gardeners' House project became an independently registered charity with its own specific mission and aims, and Board of Trustees, and has strengthened the areas identified by the NLHF. It was felt that the new organisation would best reflect the diverse partnerships that the Gardeners' House, Penzance, now represented. The seed germinated into an independent registered CIO (Charitable Incorporated Organisation), registered with the Charity Commission on 23rd August 2021.

The initial special collections and archives collected by Dr Hardie, with specific relevance to The Gardeners' House, Penzance, were donated to the charity and formally signed over in May 2022. The Gardeners' House, Penzance, and the Hypatia Trust will continue to work closely together as part of a network of closely linked organisations.

Over the past year the Board of Trustees and the Core Team have:

- consulted widely on the vision and development of the Gardeners' House, Penzance
- built strong local and national partnerships
- successfully raised funding for the development stage of the project
- secured Town Deal funding
- submitted further funding bids
- strengthened the governance of the project
- held fund-raising events including a musical evening and Christmas wreath-making



Members of the Wednesday Wanderers Group

(people living with dementia and their carers) visited Morrab Gardens to take part in a focus group about the project



Key Aims

During the year have been to build partnerships and to consult with the local community on the vision and plans of the Gardeners' House. Partnerships have been developed with:

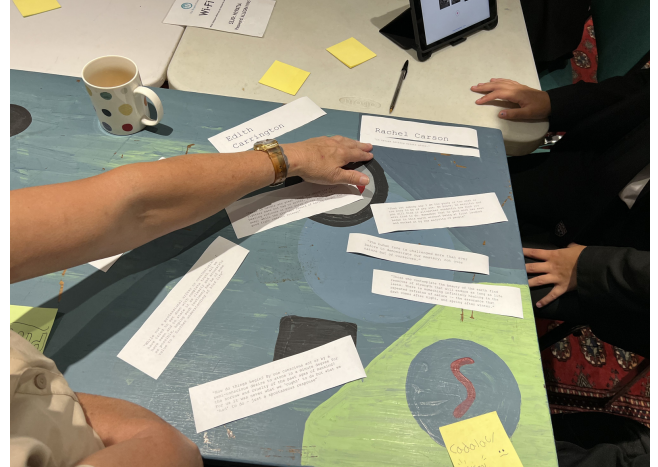
- Sustainable Penzance, a delivery partner for the project and who will be based in the refurbished building.
- Earth's Green Guardians (EGG)
- Friends of Morrab Garden
- Pengarth Day Centre
- Morrab Library

Advice, guidance and support on the special collections and archives have been gratefully received from Kresen Kernow, the British Library and the National Archives. A number of activities this year have centred around using the special collection and archives.





As part of developing an activities plan for the project a number of consultation events and activities were held during the year and over 330 local people were consulted at varied locations. Workshops were held with pupils from local schools.



Discussing activities in the collection and creating 'moti-cards' to take home to inspire them, at the workshop with Sustainable Penzance

Our Mission - we plan that this project will:

- Bring together the Gardeners' House Collection in a permanent, fit-for-purpose home, helping to sustain the collections and developing them by collecting contemporary material relating to the community response to the Climate Emergency
- Provide public access to the collection, on-site by creating research facilities and interpretation, and through the use of digital tools to reach more people online
- Develop a programme of events and activities that are inspired by the collection and help a wide range of people to learn, to improve their wellbeing and to take positive action to reduce their environmental impact
- Restore the former stables block, connecting it with its setting through the development of the sensory garden, and create a place that the local community can access for a range of purposes
- Develop volunteering and training opportunities in key areas of the service: the Collection, the sensory garden and the activity programme, encouraging a diversity of people to volunteer and creating flexible opportunities
- Establish an effective operating model for the Gardeners' House, learning from the opportunity to trial activities, listen to audiences, and work with partners to develop an economically resilient organisation



Meet the Team

Board of Trustees

Paul Brett.

An agricultural scientist with a specialism in animal nutrition and information technology. He is a long-term environmental volunteer at Morrab Gardens, with the Penzance Floral Group and Penwith Landscape Partnership.

Tamsin Daniel.

Cornwall Council's Principal Historic Environment Officer and resident of Penzance. Tamsin has led various council heritage-led regeneration projects and for over eight years was on the South West and then London & East National Lottery Heritage Fund committees.

Jane Forsyth.

Jane worked developing policies for employment and economic development. As a partner at 'Roger Tym' she produced the feasibility and funding plan for National Maritime Museum Cornwall.

Rachel Lambert, Co-Chair.

Author and foraging guide, Rachel has a background in community consultation, community nutrition and the creative arts.

Doreen Pinfold, Co-Chair.

Formerly a university librarian, Doreen has worked in the education sector for most of her career. She is also a trustee of the Hypatia Trust.

Catrina Saunders.

Head Gardener for the NT at Trengwainton. She qualified as M.Hort in 2017. Special interests include garden management and garden conservation.



The Core Project Team comprises:

Miki Ashton

Project Coordinator. Originally a designer, she trained at the Chelsea College of Art. Since 2015, Miki has been responsible for the operation of the Hypatia Trust and has been involved with The Gardeners' House project from the outset.

Trevor Humphrey

Capital projects Manager BSc (Hons) MRICS is an experienced Project Manager and Chartered Quantity Surveyor whose focus is in the cultural / community sector with a wealth of projects in heritage, arts and the natural world. For many years Trevor has had direct experience and success in grant aided work such as the National Lottery Heritage Fund, Arts Council, Historic England, Architectural Heritage Fund and ERDF programmes. Past clients include Bristol Zoo Gardens, Avon Wildlife Trust, Devon Wildlife Trust, Cornwall Council and Clevedon Pier.

Laurel Miller

Project Oversight Adviser. Laurel spent 6 years working for NLHF. She has detailed knowledge of the Fund's priorities, funding requirements and processes with an understanding of what makes a fundable application. In a 20-year career, Laurel has specialised in community engagement, diversity and inclusion

Kate Picknett

Admin and Finance. An experienced business manager, she has worked with organisations in the private, public and charity sectors.

The Gardeners' House – Penzance, CIO is a registered charity in England and Wales (1195599)

Location: Morrab Gardens, Morrab Road, Penzance, Cornwall.

Site Office: Lower Ground Floor, The Regent, 54 Chapel Street, Penzance, Cornwall. TR18 4AE.

Email: info@thegardenershouse.org **Website:** www.thegardenershouse.org



SUSTAINABLE
PENZANCE



The Hypatia Trust



PENZANCE
COUNCIL



Cornwall
Community
Foundation



Statement of Trustees' Responsibilities

The Trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales/Northern Ireland requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities

Approved by the Board of Trustees on _____

and signed on its behalf by

Independent Examiner's report to the trustees of
The Gardeners' House - Penzance

I report on the accounts of the charity for the year ended 31 August 2022, which are set out on the following pages 10 – 14.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act')

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carry out my examination I have followed all the applicable directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records [; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

NAME: Dick Maule FCA

ADDRESS: The Cross House, South Woodchester GL5 5EL

SIGNED _____

DATE: _____

The Gardeners' House - Penzance

Statement of Financial Activities [including Income and Expenditure Account] for the year ended 31st. August 2022

	Notes	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £
Income from				
Donations		669	-	669
Investment income		-	-	-
Grants and contracts		-	131,904	131,904
Total Income		<u>669</u>	<u>131,904</u>	<u>132,573</u>
Expenditure on				
Charitable activities	9	<u>64</u>	<u>99,613</u>	<u>99,677</u>
Net income/[expenditure]		605	32,291	32,896
Reconciliation of funds				
Total funds carried forward		<u>605</u>	<u>32,291</u>	<u>32,896</u>

The Gardeners' House - Penzance

Balance sheet as at 31st. August 2022

	Notes	2022
		£
Fixed assets		
Tangible assets	2	-
Current assets		
Debtors and prepayments	3	-
Cash at bank and on hand		<u>33,671</u>
Total current assets		33,671
Current liabilities		
Creditors: amounts falling due within 12 months	4	<u>(775)</u>
Net Current assets		<u>32,896</u>
Net assets		<u>32,896</u>
The funds of the charity:		
Unrestricted funds	7	
General funds		605
Restricted Funds		<u>32,291</u>
Total charity funds		<u>32,896</u>

These financial statements were approved by the Trustees.....

On behalf of the Trustees

dated:-

Notes to the accounts for the year ended 31st. August 2022

(1) Principal Accounting Policies

The principal accounting policies adopted in the preparation of the financial statements are set out below and have remained unchanged from the previous years.

(a) Basis of preparation

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) as updated by Update Bulletin 2, and the Charities Act 2011.

The financial statements have been prepared under the historical cost convention.

(b) Fund accounting

- [i] Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.
- [ii] Designated funds are unrestricted funds earmarked by the Management Committee for particular purposes.
- [iii] Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

(c) Income

Income is included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income.

- [i] Income received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.
- [ii] Donated services and facilities are included at the value to the charity where this can be quantified.
- [iii] The value of services provided by volunteers has not been included in these accounts.
- [iv] Investment income is included when receivable.
- [v] Income from charitable trading activity are accounted for when earned.
- [vi] Income from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

(d) Expenditure

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered

- [i] Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes.
- [ii] Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them
- [iii] All costs are allocated between the expenditure categories of the SoFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis.

The Gardeners' House - Penzance

Notes to the accounts for the year ended 31st. August 2022

(1) Principal Accounting Policies

(e) Fixed assets

Tangible fixed assets are written off over the expected useful life of the asset, at 25% per annum on the reducing balance method .

Items costing over £500 are capitalised.

(2) Fixed Assets

Fittings
& equipment
£

Net book value 31st. August 2022

-

Net book value 31st. August 2021

-

(3) Debtors

2022

£

Sundry debtors

-

(4) Creditors

Amounts falling due within 12 months

Sundry creditors

775

(5) Employee information

Number of employees

-

(6) Trustees information

£

Trustees remuneration and expenses

-

The Gardeners' House - Penzance

Notes to the accounts for the year ended 31st. August 2022

(7) Movements in funds

	Income	Expenditure	Balance Transfers	Balance 31st. August 2022
	£	£	£	£
Unrestricted funds				
General Fund	669	(64)	-	605
	<u>669</u>	<u>(64)</u>	<u>-</u>	<u>605</u>
Restricted funds				
AHF grant	16,146	(19,058)	2,912	-
Penzance Town Deal Grant	42,275	(42,726)	451	-
NHLF Stage 1 Grant	48,483	(33,429)	-	15,054
Penzance Town Council grant	25,000	(4,400)	(3,363)	17,237
	<u>131,904</u>	<u>(99,613)</u>	<u>-</u>	<u>32,291</u>
Total funds	<u>131,904</u>	<u>(99,613)</u>	<u>-</u>	<u>32,896</u>

(8) Charitable expenditure

Total
2022
£

Bid Writing	6,400
Capitall Project Management & QS	13,788
Business Plan	12,000
Architects	37,206
Project Co-ordinator	10,250
Admin/Bookkeeper	2,235
Admin/Marketing costs	408
Other professional fees	16,170
Bank Fees/Insurance	85
Subscriptions	360
Independent examination	775
	<u>99,677</u>

(9) Analysis of net assets between funds

	General Funds	Designated Funds	Restricted Funds	Total
	£	£	£	£
Fixed assets	-	-	-	-
Current assets	1,380	-	32,291	33,671
Current liabilities	(775)	-	-	(775)
Net assets at 31st August 2022	<u>605</u>	<u>-</u>	<u>32,291</u>	<u>32,896</u>