



HEREFORDSHIRE GROWING POINT

Annual Report and Accounts for the year ending

31st May 2023



(Charity Number 1197491)

HON PRESIDENT: Tamsin Westhorpe
c/o Herefordshire Headway, Trenchard Avenue, Credenhill, Hereford, HR4 7DX
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HEREFORDSHIRE GROWING POINT
(Charity No. 1197491)

Annual Report for the Year ending 31st May 2023

The Trustees present their report for the year ended 31st May 2023

The Members of the Committee during the year were:

Chairman:	Laura Hone	Deputy Chairman:	Julie Cohn
Charity Manager:	Julian Reeves		
Treasurer:	Andrew Huntley		
Events:	Julie Cohn and Mary Knight		
Minutes Secretary:	Caroline Lechmere		

Trustees: Laura Hone, Andrew Huntley, Janet Parry, Julie Cohn, Mary Knight, Fiona Paterson (resigned in November 2022) Shelagh Wynn, Caroline Lechmere and Jeanie Falconer.

The charity was established in 1990 with, as its original governing instrument, a Constitution adopted on 29th April 1991. This Constitution was revised in 2014 and again in 2019. The charity's status was changed from an unincorporated charity to a CIO (Charitable Incorporated Organisation) in December 2022.

Officers and Members of the Committee are elected annually at the Annual General Meeting held in November.

The Aim and Objectives of Herefordshire Growing Point

The aim of Herefordshire Growing Point is to enable vulnerable and disabled people of all ages to enjoy the social and therapeutic benefits of horticultural activities.

The objectives of Herefordshire Growing Point are:

To provide relief and to promote social inclusion for the benefit of the public by horticultural therapy for those people who are vulnerable or socially excluded, through old age, illness or disability, either mentally or physically (whether permanently or temporarily) in Herefordshire and the areas adjoining Herefordshire, by:

- 1) The provision of organised horticultural therapy sessions to enhance the quality of life and mental wellbeing for this group of people, in garden settings or appropriate environments such as residential care, suited to individual need.
- 2) Promotion of social inclusion. Being part of a gardening group is a benefit for individuals who have limited opportunities for social engagement.
- 3) Promotion of healthy living, by growing, harvesting and cooking fruit and vegetables.
- 4) Promotion of public awareness of the benefits of social and horticultural therapy by means of social media, website and events.

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Disclosures within the Annual Report and Accounts.

Herefordshire Growing Point will include or disclose the following in its Annual Report and Accounts:

- ***A statement that summarises the remuneration policy.***
- ***A summary of payments to Trustees for expenses.***
- ***The actual salary and other benefits received by the Manager.***
- ***The number of Tutors and their total remuneration.***

These disclosures are given in two appendices at the end of Report and Accounts.

Review of the Year 2022-23

The past year was a busy one and highlighted by at last being able to hold fundraising events again. In October 2022 a Woodland Walk was held at Bosbury House, with Nick Dunn of F P Matthews leading it. The turn-out was excellent and the event raised over £1000. Everyone who attended enjoyed the day enormously and Nick Dunn was very generous with his time and expertise. Then in March, we restarted the popular Gardeners' Question Time evenings. The panellists were Stephen Anderton (Times Gardening columnist) and Steve Lloyd (Head Gardener at Hergest Croft Gardens); chaired by Tamsin Westhorpe (HGP Hon. President, Director of Stockton Bury Gardens, RHS judge and author). There was also a raffle with some very generous prizes. Again, an excellent turn-out, with over £1700 raised. Thanks are due to everyone who took part in and helped with these events.

Herefordshire Growing Point was also co-beneficiary of the March monthly Hellens Produce Market morning.

The extreme heat in the summer did indeed create challenging conditions, but due to the careful nurturing of the Manager and tutors, the garden survived and was in full bloom again in time for the Autumn Show.

The sad death of the late Queen Elizabeth was marked by some of the groups, who made their own tributes to her. Below is an example from Stanley House. Seven months later, Stanley House also marked a more joyful royal occasion – the King's Coronation - with another floral display.



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The Autumn Show also returned to full strength and the High Sheriff had the hard task of judging the universally excellent entries. Prior to the judging then during tea, guests were entertained by the Herefordshire Ukulele Orchestra, arranged by Trustee and member Janet Parry, which was much appreciated.



During the period between Christmas and the start of the growing season at the beginning of March, the gardeners were kept occupied with crafting and some cookery.

Just before the gardeners returned in full strength, the annual Development Day was held, organised by the Manager. As well as discussing plans and suggestions for the coming year, a first aid course was held, run by Anubis training, which was considered very useful.

Examples below of preparation work needed before Spring. This included restoring and painting an old ladder to create a plant stand; also spreading a quantity of donated mulch on the beds ready for planting.



Charity Manager's Report

This year has been very much one of consolidation for Growing Point at its new home in Credenhill. Improvements to the site include more water storage tanks, a new tool shed, some new raised beds and some concreting and ground work. We were very excited in July



with the arrival of a converted storage container half of which will be an office/work area for us. This will enable us to offer more indoor space when the weather is inclement.

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The Autumn Show was very well attended. Gardener of the Year was won by Paul Riches and newcomer by Les Wargren. As usual the exhibits from care homes and groups were of the highest quality. We also planted a tree for the 'Queen's Green Canopy'.

We were invited to the Hereford 'Seed Swap' in February and were delighted to be the beneficiary of the funds raised.

The manager continues to give talks to various groups and this year he spoke to Ledbury U3A, Bodenham gardening club, Eardisley social club, Eaton Bishop gardening club and Credenhill social club.

Our client groups have continued to grow in numbers since the end of the pandemic. We have new gardeners in all our groups. The Headway group in particular has developed into a busy, productive session with new members gaining in confidence with their gardening skills.

We welcomed Sian Murcott as a new peripatetic tutor which has enabled us to provide sessions in more care homes and it is gratifying that many of our regular homes want us to restart activities. We also took on two new homes just over the boundary in Worcestershire.

We also were pleased to welcome a new volunteer; Andy Luff who has grown into the role very quickly and provides excellent support to our gardeners. Special thanks are always due to our regular volunteers; Sarah Sargeantson, Janet Parry and Andrew Keir and to Colin Jones for his invaluable practical help. We are indebted too to Shelagh Wynn for her work on our website which goes from strength to strength.

Sadly, our fundraiser Kate Bishop left us in November to take up employment in Wales. She brought in a wealth of funds to us and will be greatly missed.

Socially there was an open day in conjunction with Headway in May, we ran a Summer Fun Day in August with a mixture of games and activities which was enjoyed by 18 attendees and we took a group of gardeners to the Railway Nursery and Hay Castle in September.



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We held our Christmas Party in December with games and quizzes. A few days later, the party was followed by a wreath-making workshop.



Summer brought extreme heat with record temperatures. We exhausted our water tanks quite quickly and we had to cancel a few sessions in the garden for safety reasons. For the future we need to provide more shade and redesign some of the ornamental beds to become more drought tolerant.

We continue to be supported by donations from grants and organisations. We were the beneficiary of over £3000 from the Co-op in Bobblestock in November and a Rotary gift of £1000 to help with travel costs.



Tutor Reports - Head Tutor, Jo Rigney's report

A new member joined Jo's group at the Demonstration Garden in January and instantly fitted in, helped by volunteer Andy Luff. Winter group activities both at Headway and the outreach programme have been wreath making, bulb planting, making bird feeders, leaf art, cactus collages, tidying up the Headway garden, seed sorting, cleaning and clearing of the greenhouse and polytunnel. Then, in the Spring, making plans and planting with the goal of a successful Autumn Show in mind.

Jo is also responsible for the social media programme and reported that Growing Point's audience and reach continues to grow on both Facebook and Instagram. Tamsin Westhorpe 'tags' us into her posts regularly, Jo then shares them and this helps to expand the charity's reach.

Since the end of last year, HGP's following on Facebook and Instagram has continued to grow. Our Facebook following has grown by 20% and our Instagram following has doubled. Tamsin Westhorpe

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continues to support us by commenting on and sharing our posts with her followers, this is boosting the charity's profile.

Jo is continuing to post videos and photos of HGP's weekly activities. On Facebook there are photos of the fundraising GQT event at Credenhill community hall, a recent upcycling project - a pair of old stepladders to use as a display stand and our on-going work in the garden and polytunnel, as well as sessions from our outreach groups.



In the pipeline, we are planning a summer outing for our gardeners and gathering ideas for some extra growing options around the outdoor dining area at Headway.

Rebecca Sheen - At home projects

Here is a list of the activities that Rebecca sent out between June 2022 and May 2023. From January 2023 we started to charge for the packs and only one home continued to have a pack each month. From October 2023 packs will no longer be sent out, apart from Stretton Nursing Home where Rebecca is starting sessions.

- **June** Pressing flowers was the activity this month.
- **July** Making greeting cards from the flowers that had been pressed the previous month
- **August** Bunting making kits.
- **September** Doors wreath making.
- **October** Narcissus, crocus, and Iris bulbs sent out to plant up pots of bulbs to look forward to in the spring.
- **November** Acorn garland activity.
- **December** Activity to make card/mobile decoration of birds for Christmas.
- **January** Making bird feeders.
- **February** Making flowers from paper.
- **March** Growing cress
- **April** Variety of seeds to start the growing year mainly flowers.
- **May** Second batch of seeds mainly vegetables.

Sessions in settings

Rebecca continued to take sessions in six homes throughout the summer of 2022. These sessions focused on preparing entries for the Autumn Show which were a great success. Since the Show the groups have carried out gardening activities such as planting potatoes in bags for Christmas, sowing lettuce, chard and spring onions for winter use, sowing sweet peas to get a head start in the spring

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and bulbs in pots to enjoy in early spring. In two of the care homes there was a project to build a bug hotel inspired by the one in the Demonstration Garden.

Groups all made wreaths as their final entry to the Autumn Show. Garden-related craft activities have included pressing autumnal leaves to make coasters; paint, and decorate collected fir cones for Christmas decorations and making mobile birds.

Rebecca has also covered some of Jo Rigney's sessions at Growing Point on a Monday afternoon and started to take this session regularly from March 2023.

In January, Rebecca ran a joint session on Mondays with tutor Andrew Keir, using the kitchen at Headway to make soups, breads, and cakes. The group loved the change.

The settings visited during this period were:

Woodside twice a month

Hazlehurst twice a month

Hunters Lodge every week

Charnwood twice a month

Dulas twice a month

The Weir once a month

Lynhales once a month

Change of Status to a CIO

This has at last been formalised. The old unincorporated charity has been closed down and the assets all transferred to the new Charitable Incorporated Organisation.

There were several covid-related delays in the process, but thanks are due to Trustees Shelagh Wynn and Jeanie Falconer for all their hard work and persistence to make this change happen.

Funding Report – 1st June 2022 to 31st May 2023

Following the departure of Kate Bishop last December to start a new job in Pembrokeshire, Herefordshire Growing Point has been without a fundraiser. However, the charity has still had the support of the following organisations and we are grateful for this support:

The Co-op - £3000.
 The Ludlow Trust - £6720
 The Street Foundation - £1000

In addition to those listed above, the following charitable trusts, individuals and organisations have supported Herefordshire Growing Point over the past year with unrestricted donations and we are most grateful to them:

- The William A Cadbury Charitable Trust;
- Igence Radar
- The Jordan Foundation;
- The Sam Morley Charitable Trust.
- The High Sheriff's Fund

There was also support from a generous anonymous donor.

In addition, we are grateful to the Co-op who continue to host a plant stall in two of their outlets.

Herefordshire Growing Point's Policies

The following policies are in place and updated on a regular basis.

- Complaints;
- Conflict of Interest;
- Covid Safer Practice;
- Equal Opportunities;
- Financial Management;
- Grievance;
- Health & Safety;
- Membership;
- Recruitment;
- Reimbursement of trustees;
- Remuneration;
- Risk Management;
- Safeguarding;
- Standing orders for Charity Meetings - and
- Volunteers.

Thanks are due to the Trustees for making sure Herefordshire Growing Point is fully compliant and up to date with all necessary policies.

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Financial report for year ending 31 May 2023

Financial report for the period 13/01/2022 to 31/05/2023

Treasurer's report

This financial report covers an extended 16 month period. The reason is that Herefordshire Growing Point became a Charitable Incorporated Organisation (CIO) on 13 January 2022 with a new legal status and new Charity Commission registration number: 1197491. Because this is a 'one off' accounts record, my financial report is based on the 12-month period 01/06/2022 to 31/05/2023. Figures in (brackets) refer to the previous accounts' year ending 31.05.2022, unless indicated for a different accounts' year.

Total monetary assets held on 31 May 2023 were £70,498.82 (£80,273.72). The income from 'charitable activities' from 01/06/2022 - 31/05/2023 was £50,646.89 (£55,236.36). Expenditure for the 12-month period was £60,421.79 (£55,707.63). For the period, 13/01/2022 – 31/05/2023, there was a deficit of £6928.50.

Analysis of the financial record as follows:

1. Income from charitable activities.

- Courses income. Course fee income from 01/06/2022 – 31/05/2023 was £8231 compared with £8524 in 2019-2020. This reflects the pre Covid income flow.
- Donations. These were £9119.59 (£5765). As a charity, we are so grateful for the support of businesses as well as individuals who have supported us this year and in previous years with regular giving.
- Fundraising and sales. There were two events: the Bosbury Woodland Walk in October and the Gardeners' Question Time in the Credenhill Community Hall in March 2023, which raised £1760 (£0.00). Plant sales were £160 (£340).
- Charitable Trusts (recorded as 'Trust Grants'). The total amount received from 01/06/2022 – 31/05/2023 was £30,569 (£44,490). £25,220 was classed as 'unrestricted' and £5349 was classed as 'restricted' for specific projects. We are so grateful to these Trusts as it would not be possible to provide our service without this financial support

2. Expenses

- Courses expenditure. The total courses expenditure for all costs associated with the gardening therapy courses was £27,426.48 (£21,221.37) for the 12 month period. This covers tuition, travel costs, materials, as well as DBS checks, minibus costs & activity packs.

The costs for the two salaried tutors were £10,351.84 (£8347) and £12,290.54 (£4275.37). These costs included expenses which were £581.84 (£428) and £2852.63 (£0). The reasons for the increased costs are 1) a 'one off' total payment £1620 to the two tutors in June 2022 for a miscalculation of

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their payment for the previous year. This was based on 48 weeks rather than 52 weeks; 2) the fact that one of the salaried staff works in Residential Homes as well as at the Growing Point garden at Headway with the need to pay for course materials.

The costs of the five self-employed tutors were £2796.31 (£2737). Two tutors were paid pro rata for hours worked plus travel and materials costs while three were paid for the costs of travel and materials only. From 1st November 2022, the hourly payment rate for the self-employed tutors was increased from £24 to £27.50 per hour.

The activity pack costs were £543.54 (£3552.43). The need for these packs supplied to Residential Homes, ended with the relaxation of the Covic rules.

- Headway site rent. For the 12 month period to 31 May 2023, Growing Point paid £4800 (£2400) @£400 per month. As well as the garden area, rent included office space, electricity, heating & water. The equipment costs included a new shed, gardening equipment and a PA system. Site work costs at Headway included dismantling the old shed and the work involved in the construction of the new shed.
- The Charity Manager. The total cost of employment (salary, pension & PAYE/NIC) for the 12-month period was £22,303.69 (£21,676.25). There was no increase in the Manager's salary during this period.
- Office expenses were £1976.26 (£2552). The reduction in office expenses was because of a lower insurance premium and lower charges for Facebook and the website.
- Appeal costs were £400 (£1700). Kate Bush who worked as a consultant fundraiser for researching and submitting applications, stopped working for Growing Point in November 2022. Her charge was £200 per day.

3. Financial Reserves.

On 31 May 2023, the cash reserves are held in three separate bank accounts. These are NatWest current account £49,122.77; COIF charity deposit account £11,112.95; Redwood Bank £10,234.00. In addition, a small amount of cash (£29.10) is held in hand. The charity has no liabilities.

The independent examination of the accounts was carried out by Mr Huw Foxall FCMA. Mr Foxall has acted as the independent examiner for several years. The trustees appreciate the time taken and the advice given by him in carrying out this important function without charge.

Andrew Huntley, hon. treasurer for Herefordshire Growing Point.

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Conclusion

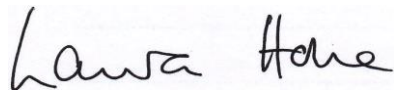
The 2022/23 year has been a busy one and particularly so since all Covid-related restrictions were lifted, though one consequence has remained which has been the change in balance between gardeners coming to the Demonstration Garden and tutors visiting the care homes and organisations round the country as part of the outreach programme. Recruitment for the care homes remains challenging, as a result, they aren't always able to provide enough staff to bring gardeners to the Demonstration Garden. Accordingly, Growing Point's outreach programme has expanded, while the numbers coming to the site at Credenhill haven't returned to pre-covid numbers. Due to the hard work by the Manager and the tutor-led social media programme, numbers are slowly increasing, but this is taking time.

Jo Rigney has been steadily raising Herefordshire Growing Point's profile on Facebook and Instagram and this has produced results in the new contacts made, especially in the response to the Gardeners' Question Time evening.

Sadley Herefordshire Growing Point had to say goodbye to Trustee Fiona Paterson. Fiona has been a trustee for many years, but felt she couldn't give enough time to the charity as her job at Malvern College was increasingly demanding. Fiona was hugely influential in helping to draw up the revised Constitution of 2014 and has also helped to monitor the necessary policies Herefordshire Growing now has in place. Her wise counsel will be missed and we wish her well.

Herefordshire Growing Point continues to thrive as a charity, but this wouldn't be possible without the hard work of Julian Reeves, the Manager; Tamsin Westhorpe, the Hon President; Andrew Huntley, the Treasurer; the tutors, the trustees and the volunteers, so grateful thanks are due to them all.

On behalf of the Trustees



Laura Hone –
Chairman, Hereford Growing Point.

Date: 2nd November 2023

APPENDIX ONE

Summary of HGP Remuneration Policy for period 13.01.2022-31.05.2023

- There are four employees who were each paid a monthly salary based on an agreed number of hours worked per month. These employees have contracts of employment.
- In addition in this period, there were two tutors who were classed as self-employed workers and paid per course session. Tutors were also paid a mileage allowance (45p per mile) and with an expenses allowance of up to £2 per client for each session. There was no charge made for minibus driving.
- Trustees were reimbursed for expenses relating to fund raising, administration and 'At Home' activity packs.
- There were no reimbursements for volunteers.
- Tutors must support their claim for remuneration with a written record of hours worked as well as mileage and material costs – 'the worksheet'. This must be approved by the Charity Manager. The worksheets are then forwarded to the Treasurer for payment. Payment is then made subject to authorisation by the Chairman.
- Trustees are responsible for agreeing remuneration rates for the Manager and the Tutors , which are reviewed regularly as appropriate. The Manager's salary and benefits are reviewed annually in April by the Chairman and the Trustee responsible for financial matters.

Herefordshire Growing Point - Appendix 2

Herefordshire Growing Point year end accounts 31.05.2023

Payment to HGP tutors and salaried tutors (before tax) 13.01.22 – 31.05.2023

Name	Development Day	Courses and 'At Home' packs
Jo Rigney 01/06/22-31/05/23 (salaried)		10,020.00
Jo Rigney 13/01/22-31/05/22 (salaried)		3600.00
R Sheen 01/06/22 - 31/05/23 (salaried)		9473.02
R Sheen 13/01/22 - 31/05/22 (tutor)		390.00
R Sheen 13/01/22 - 31/05/22 (salaried)		3060.00
Ursula Ashworth 01/06/22-31/05/23 (tutor)		775.50
Ursula Ashworth 13/01/22-31/05/22 (tutor)	75.00	24.00
Sian Murcott 01/06/22 - 31/05/23 (tutor)		547.50
Sian Murcott 13/01/22 - 31/05/22 (tutor)		0.00
Andrew Keir 01/06/22-31/05/23 (tutor)		237.60
Andrew Keir 13/01/22-31/05/22 (tutor)		690.00
Total	£ 75.00	£ 28,817.62

Payments to Treasurer (before tax)

James Tookey 01/06/22 - 31/05/23	693.00
James Tookey 13/01/22 - 31/05/22	63.00
Total	£ - £ 756.00

Payment of expenses to Trustees

Date / expense	Name	£ sum
18.08.2022 / Dropbox subscription	Laura Hone	95.88
17.05.2023 / Garden equipment	Laura Hone	506.31
25.08.2022 / Tutor expenses	Janet Parry	13.08
12.05.2023 / potato planters	Janet Parry	41.10
28.02.2022 / Moneysoft payroll	Andrew Huntley	90.00
08.03.2023 / Moneysoft payroll	Andrew Huntley	93.60
30.05.2022 / 'At Home' packs.	Shelagh Wynn	27.88
Total	£	867.85

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Manager's salary and other benefits for the period 13.01.22 – 31.05.2023

	date	Salary (before tax)	Workplace pension (Employer contribution)
Julian Reeves	Jan-22	1696.00	35.28
Julian Reeves	Feb-22	1696.00	35.28
Julian Reeves	Mar-22	1696.00	35.28
Julian Reeves	Apr-22	1780.80	37.82
Julian Reeves	May-22	1780.80	37.82
Julian Reeves	Jun-22	1780.80	37.82
Julian Reeves	Jul-22	1780.80	37.82
Julian Reeves	Aug-22	1780.80	37.82
Julian Reeves	Sep-22	1780.80	37.82
Julian Reeves	Oct-22	1780.80	37.82
Julian Reeves	Nov-22	1780.80	37.82
Julian Reeves	Dec-22	1780.80	37.82
Julian Reeves	Jan-23	1780.80	37.82
Julian Reeves	Feb-23	1780.80	37.82
Julian Reeves	Mar-23	1780.80	37.82
Julian Reeves	Apr-23	1780.80	37.82
Julian Reeves	May-23	1780.80	37.82
Total		£ 30,019.20	£ 635.32

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Herefordshire Growing Point financial summary 13.01.2022 - 31.05.2023

Statement of receipts & payments y/end 31.05.203 Charity Commission reg: 1197491

INCOME from Charitable activities

	Unrestricted Funds £	Restricted Funds £	Total 31.05.2023
Course fees	11564.84		11564.84
Fundraising	1976.00		1976.00
Donations	11219.59		11219.59
Sales	160.00		160.00
Repayments	257.52		257.52
Trust Grants	33720.00	20349.00	54069.00
Total Receipts	58897.95	20349.00	79246.95

EXPENDITURE on Charitable activities

Courses

Lecturing	2664.60		2664.60
Materials & Tutor Travel	1973.64		1973.64
Home Activity Packs	1491.92		1491.92
Client Travel	131.20		131.20
Minibus	2775.48		2775.48
Costs for Covid-19 protection	27.54		27.54
Tutor training & DBS checks	140.88		140.88
Development Day	350.00		350.00
Client events : Autumn Show	219.54		219.54

Headway site

Relocation			
Headway site works	1161.12		1161.12
Rent	7200.00		7200.00
Equipment & plant sundries	1160.33	1000.00	2160.33

Fundraising & Appeal costs

822.50	822.50
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Salaries & Office expenses

Salaries	31253.15	19349.00	50602.15
Expenses	3734.86		3734.86
Nest Workplace Pension	1394.21		1394.21
PAYE/NIC	4966.15		4966.15
Payroll costs	183.60		183.6
Treasurer	774.00		774
Insurance	1477.89		1477.89
Office expenses inc telecom & publicity	1923.84		1923.84
Total Expenditure	65826.45	20349.00	86175.45

surplus (deficit) for the year	-6928.50	0.00	-6928.50
Cash in Bank on 13/01/2022	76880.91		76880.91
Deposit Funds: COIF/Redwood interest	517.31		517.31
Total surplus/(deficit) to 31.05.2023	£ 70,469.72	£ -	£ 70,469.72

Reconciliation	Current a/c	COIF a/c	Redwood a/c	Total
Cash in Bank year end 31/05/2023	49122.77	11112.95	10234.00	£70,469.72

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HGP Accounts 13/01/2022 - 31/05/2023**Statement of receipts & payments y/end 31.05.203 Charity Commission reg: 1197491**

Monetary Assets	Unrestricted Funds £	Restricted Funds £	Total
Cash in Bank (13.01.2022)	70468.71	6412.20	76880.91
surplus/(deficit) for the year	-6928.50		-6928.50
cash in hand	29.10		29.10
Charities Deposit Fund (COIF) interest	290.86		290.86
Redwood 35 Day Account	226.45		226.45
Total Monetary Assets - 31/05/2023	64086.62	6412.20	70498.82

Summary of Assets

Year ending 31 May 2023

NatWest current account	49122.77
Charities Deposit Fund (COIF)	11112.95
Redwood 35 Day Account	10234.00
Cash in hand	29.10
	£ 70,498.82

at 31/05/2023

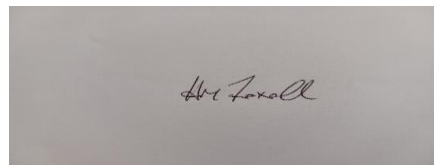
Unrestricted Funds	£ 64,086.62
Restricted Funds	£ 6,412.20
Total Assets	£ 70,498.82

Herefordshire Growing Point

Andrew Hunting

Accounts prepared by: Hon Treasurer

date: 11 November 2023



Accounts examined by: HM Foxall

Independent Examiner

date: 11 November 2023

Restricted Funds	from 13/01/2022	receipts to: 31/05/2023	payments to: 31/05/2023	£ balance at 31/05/2023
EF Bulmer Trust		6000.00	6000.00	0.00
Eveson Trust		8000.00	8000.00	0.00
Herefordshire Community Foundation		1000.00	1000.00	0.00
Herefordshire Community Foundation		5349.00	5349.00	0.00
National Lottery	6412.20			6412.20
	6412.20	20349.00	20349.00	6412.20

HGP Accounts 13/01/2022 - 31/05/2023

Hon. Patron: Tamsin Westhorpe

c/o Herefordshire Headway, Headway House, Trenchard Avenue, Credenhill, Hereford, HR4 7DX

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Herefordshire Growing Point financial summary 13.01.2022 - 31.05.2023

Statement of receipts & payments y/end 31.05.203 Charity Commission reg: 1197491

INCOME from Charitable activities

	Unrestricted Funds £	Restricted Funds £	Total 31.05.2023
Course fees	11564.84		11564.84
Fundraising	1976.00		1976.00
Donations	11219.59		11219.59
Sales	160.00		160.00
Repayments	257.52		257.52
Trust Grants	33720.00	20349.00	54069.00
Total Receipts	58897.95	20349.00	79246.95

EXPENDITURE on Charitable activities

Courses

Lecturing	2664.60		2664.60
Materials & Tutor Travel	1973.64		1973.64
Home Activity Packs	1491.92		1491.92
Client Travel	131.20		131.20
Minibus	2775.48		2775.48
Costs for Covid-19 protection	27.54		27.54
Tutor training & DBS checks	140.88		140.88
Development Day	350.00		350.00
Client events : Autumn Show	219.54		219.54

Headway site

Relocation			
Headway site works	1161.12		1161.12
Rent	7200.00		7200.00
Equipment & plant sundries	1160.33	1000.00	2160.33

Fundraising & Appeal costs

822.50		822.50
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Salaries & Office expenses

Salaries	31253.15	19349.00	50602.15
Expenses	3734.86		3734.86
Nest Workplace Pension	1394.21		1394.21
PAYE/NIC	4966.15		4966.15
Payroll costs	183.60		183.60
Treasurer	774.00		774.00
Insurance	1477.89		1477.89
Office expenses inc telecom & publicity	1923.84		1923.84
Total Expenditure	65826.45	20349.00	86175.45

surplus (deficit) for the year	-6928.50	0.00	-6928.50
Cash in Bank on 13/01/2022	76880.91		76880.91
Deposit Funds: COIF/Redwood interest	517.31		517.31
Total surplus/(deficit) to 31.05.2023	£ 70,469.72	£ -	£ 70,469.72

Reconciliation	Current a/c	COIF a/c	Redwood a/c	Total
Cash in Bank year end 31/05/2023	49122.77	11112.95	10234.00	£70,469.72

HGP Accounts 13/01/2022 - 31/05/2023

Statement of receipts & payments y/end 31.05.203 Charity Commission reg: 1197491

	Unrestricted Funds £	Restricted Funds £	Total
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Cash in hand	29.10
	<u>£</u>
	70,498.82

at 31/05/2023

	<u>£</u>
Unrestricted Funds	64,086.62
	<u>£</u>
Restricted Funds	6,412.20
	<u>£</u>
Total Assets	70,498.82

Herefordshire Growing Point

Accounts prepared by: Hon
Treasurer

Andrew Humbery

date: 11 November 2023

Accounts examined by: HM Foxall

HM Foxall

Independent Examiner

date: 11 November 2023

Restricted Funds

from 13/01/2022

receipts to:
31/05/2023

payments to:
31/05/2023

£ balance
at
31/05/202
3

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Eveson Trust	8000.00	8000.00	0.00
Herefordshire Community Foundation	1000.00	1000.00	0.00
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	6412.20	20349.00	20349.00
			6412.20

HGP Accounts 13/01/2022 - 31/05/2023

Independent Examiner's Report to the Trustees of Herefordshire Growing Point Trust

I report on the Report and Accounts of the Trust for year ended 31 May 2023 which are set out in the financial summary for this accounting period 2022-2023

Respective responsibilities of trustees and the examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under section 144 (2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act;
- To follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- To state whether particular matters have come to my attention.

Basis of the independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations with you as trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) Which gives me reasonable cause to believe that in any material respect the requirements:

- To keep accounting records in accordance with section 1300 of the 2011 Act;
- To prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act,

Have not been met: Or

(2) To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name: *Huw Morgan Foxall*

Relevant professional qualification or body: *MA, FCMA*

Address: *5 North Hill Gardens*

Date: *Malvern WR14 4AT*

16 April 2024

H. Foxall

*(Fellow of Chartered
Institute of Management
Accountants)*