



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

**Trustees' Annual Report for the period**

**From**                      **1<sup>st</sup> April 2023**    **To**                      **31<sup>st</sup> March 2024**

**Charity name: Manor Park Community Garden**

**Charity registration number: 1198397**

**Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<ul style="list-style-type: none"><li>• To run, maintain and improve the community garden for the benefit of residents of Manor Park, Newham</li><li>• To provide a peaceful green space for any local resident or those that work in the area</li><li>• To provide space and opportunities for residents to hone their gardening skills</li><li>• To provide a place for sharing plants, vegetables and seeds</li><li>• To positively impact the local environment and biodiversity in the area</li><li>• To provide a multi-functional space for all members of the local community to come together</li><li>• To work in partnership with local community organisations to ensure the garden is accessible to all Manor Park residents</li></ul>
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	We ran and maintained the community garden for the year, offering workshops and events as well as opportunities to volunteer. We ensured the garden was open and available to local residents.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>We have had regard to this guidance.</b>

**Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Contribution made by volunteers	Para 1.38	MPCG is run and maintained entirely by a group of dedicated volunteers. We run open recruitment of volunteers and welcomed new volunteers during the year.

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## 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>MPCG became a charity in March 2022, following the work of a small group of local residents who worked with the community to redesign and reinvigorate the garden. With the support of local residents who voted for the project in the People's Assembly, the previous year (21-22) was extremely busy: the garden was planned, designed and laid out; new plants were planted and grew.</p> <p>After an ambitious year of activity in 2022-23, including numerous events led by garden hosts, the trustees agreed with the core gardening volunteers that we should focus on maintenance of the garden's infrastructure – running repairs to storage and growing facilities – and ensuring the garden is open and accessible for local residents to enjoy informally. A number of local people now use the garden as a regular meeting place and peaceful location for lunch, particularly in the warmer weather.</p> <p>We have further consolidated the garden's position in the local community leading a number of open events and gardening workshops (the latter in association with Loop Labs) which have attracted a wide range of members of the local community.</p> <p>We have also had a water tap installed in the garden which removes our reliance on using a tap in the adjacent social housing block during dry months.</p>

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>The garden has minimal running costs, so although our cash balance is low, it is sufficient for the garden's needs.</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>We do not currently have sufficient income to create reserves, though as our running costs are so low this was not a priority for this year. We will be looking at this as the charity matures.</b>
Amount of reserves held	Para 1.22	<b>None</b>
Reasons for holding zero reserves	Para 1.22	<b>Please see above.</b>
Details of fund materially in deficit	Para 1.24	<b>None.</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>We have low costs for maintenance of the garden, and strong community support so have no concerns about the charity as a going concern. We are also close to agreeing a 10 year lease on the land which will give additional security.</b>

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>The charity is a CIO.</b>
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	<b>We run open recruitment as required for trustees.</b>

## Reference and Administrative details

Charity name	Manor Park Community Garden
Other name the charity uses	n/a
Registered charity number	1198397
Charity's principal address	Durham Road, London E12 5AT

**Names of the charity trustees who manage the charity**

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	Gillian Andrews	Chair (from August 2023)		n/a
2	Rosie Whicheloe	Treasurer		
3	Constance Cullen	Chair (until Aug 2023)		
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17				
18				
19				
20				

**Corporate trustees – names of the directors at the date the report was approved**

<b>Director name</b>		
<b>See above</b>		

**Name of trustees holding title to property belonging to the charity**

<b>Trustee name</b>	<b>Dates acted if not for whole year</b>	
<b>None</b>		

**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 falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

**Additional information (optional)****Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address
N/a		

**Name of chief executive or names of senior staff members (Optional information)**

N/a
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**Exemptions from disclosure**

Reason for non-disclosure of key personnel details

N/a
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**Other optional information**

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## Declarations

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

Signed on behalf of the charity's trustees

**Signature(s)** *G Andrews*

**Full name(s)** Gillian Andrews

**Position (eg Secretary,  
Chair, etc)** Trustee

**Date** 29.1.24



CHARITY COMMISSION  
FOR ENGLAND AND WALES

MANOR PARK COMMUNITY GARDEN

1198397

## Receipts and payments accounts

CC16a

For the period  
from

4/1/2023

To

3/31/2024

### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
corporate donation	5,000		-	5,000	-
Individual giving	375	-	-	375	-
Local authority funding	2,000	-	-	2,000	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b> (Gross income for AR)	7,375	-	-	7,375	-
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	7,375	-	-	7,375	-
<b>A3 Payments</b>					
Website	250	-	-	250	-
Plants and garden equipment	1,522	-	-	1,522	-
Garden host	1,133			1,133	
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	2,906	-	-	2,906	-
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	2,906	-	-	2,906	-
<b>Net of receipts/(payments)</b>	4,470	-	-	4,470	-
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	-	-	-	-	-
<b>Cash funds this year end</b>	4,470	-	-	4,470	-



Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Cash balance	5,691	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	5,691	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	G Andrews	Gillian Andrews	1/31/2025	