

**CULPEPER COMMUNITY GARDEN ASSOCIATION**

**ACCOUNTS FOR THE YEAR ENDED**

**31 MARCH 2020**

# **CULPEPER COMMUNITY GARDEN ASSOCIATION**

## **REPORT OF THE MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 MARCH 2020**

---

### **STRUCTURE AND OBJECTS**

The Association is a Charitable Incorporated Organisation (CIO). The registration of the CIO is charity number 1176277. The registered address of the association is 2 Dignum Street London N1 0FJ.

The objects of the Association are to maintain and manage an open space in the borough of Islington for the benefits of its members and local residents.

In planning our activities for the year we kept in mind the Charity Commission's guidance on public benefit at our Management Committee meetings.

### **ACHIEVEMENTS AND PERFORMANCE**

Seen as a model of good practice for many years, Culpeper Community Garden, established in 1982, continues to be a source of inspiration, pleasure and relaxation for members, volunteers and visitors alike. Our relatively small open space in inner London is run by members and volunteers on sustainable, organic principles. It includes 46 plots cared for by local people without their own gardens, plots for supported community groups, and communal areas, including a pond, a wildlife area, lawns, Dry Garden, and rose pergola; and a 'tea hut' for members. We have a small community building used regularly as a classroom, a meeting room for community groups, and available for rent to our members for birthday parties and weddings.

The day-to-day management of the Garden is in the hands of 2 part-time members of staff, Mandy Graham and Paul Formosa.

### **Highlights of 2019/2020**

- We delivered 247 supported sessions this year; enabling those with learning difficulties or poor mental health, isolated elderly and lonely and refugees and asylum seekers to learn horticultural skills and benefit from our supported therapeutic environment.
- We provided structured activities in the Garden for 44 primary school classes in 2019 (over a thousand children).
- We are a partner organisation within the 11 by 11 programme in Islington, a borough wide call to action for Islington Council, schools and cultural organisations to work together to ensure equality of access to enrichment activities for children and young people, particularly targeting those who are most in need and most disadvantaged. We hosted 20 sessions for young people this year.

- In the Summer of 2019 we began a new partnership with the Nest Collective, who have been working with musicians and parks all over the UK. Campfire Club performances are unamplified, setting an intimate tone and allowing people to connect directly with the artists and the music.. The highlights of the season here was a performance by Martin Carthy MBE, an English folk singer and guitarist who has remained one of the most influential figures in British traditional music. Martin was interviewed and filmed for the BBC in the Garden. Another wonderful performance was by the Fire Choir, led by musical director Sam Lee.
- Our Annual Strawberry Tea for Pensioners had record attendance on a very hot day in July entertained by our in-house Irish Band.
- A new project , Cook and Grow Together, funded by the Postcode Local Trust, is a cooking, gardening and wellbeing session at Culpeper run by Jody Gillett which started in January 2020. The session ran weekly on Mondays. It forms part of a range of supported activities at Culpeper for adults experiencing mental ill health, learning disabilities, long term health conditions and social isolation. The main objective of the Cook and Grow session is to create a safe and welcoming space for group members to engage socially through shared activities - cooking, gardening and eating lunch together.
- Other exciting private hires were a photoshoot for British Vogue, and an all-day rental to launch a new brand of Gazpacho Soup; with tastings and goody bags. We also hosted events for South Islington Labour Party, Esmee Fairbairn Staff Picnic, and Room to Heal Summer Party.
- We provided a performance venue on a rainy day in July for the Age UK Choir; and supported The Claremont Centre with access to our building for their Friday coffee mornings and Book Club meetups whilst the main building in White Lion Street was being refurbished.
- Culpeper was selected in 2019 to participate in the CoRe & BoardMatch7 Partnership. We were matched with four corporate volunteers; two from solicitors Slaughter & May, and two from Macquarie Group, an international investment banking company. We wanted to develop a package a strategy to target corporate donors, tangibly demonstrating the difference that Culpeper Community Garden makes, with a view to building a long term funding relationship with a local corporate partner. The volunteers have created a database for us of potential corporate donors, and Macquarie gave us a generous donation in September.

## GOVERNANCE

During this eventful year a committed Management Committee directed the work of the Garden and staff. The Committee is elected by the members and is responsible for the governance and management of the Garden. The site is held on a 50 year lease at a peppercorn rent from the London Borough of Islington; and registered as a Field in Trust - an open space in perpetuity

## **FINANCE**

Our main funding for our core activities, including environmental education, came from the Cripplegate Foundation, the 29 May 1961 Charitable Trust, the Goldsmiths Charity, the Chapman Charitable Trust, the Macquarie Group, the Woodroffe Benton Foundation, and the City Bridge Trust. Funding for specific projects came from Tesco Bags of Help, the Postcode Local Trust, Awards for All and the Arsenal Foundation. Other income came from members' subscriptions and donations, plant sales and from lettings of the Garden and Resource Centre

We continue to hold reserves equivalent to approximately six months of our running costs. In the event of reduced income in the future, this would enable us to run a basic service in the garden, while we sought future funding. It would also mean that we could meet our responsibilities to our staff if we needed to terminate their contracts.

## **MANAGEMENT COMMITTEE**

As at 31 March 2020, the following were members of the Management Committee, all elected at the previous Annual General Meeting, or co-opted later:

John Mallinson (Chair)	Nikki Burkes
Dorothy Boswell (Secretary)	Pauline Lord
Stephen Mullin (Treasurer)	Jeff Patti
	Margaret Pitt
	Shakir Razak
	Paul Thompson

In addition, there were four Trustees empowered to hold a lease from LB Islington Council on behalf of the Association: Peter Sutton, Kristina Glenn, Elizabeth Evans and Margaret Pitt.

Members of the Management Committee are elected at the Annual General Meeting. The committee may appoint further members during the year to fill vacancies.

## **BANKERS**

The Association has a bank account with the Co-operative Bank, Angel branch. It also holds a current account and a deposit account with the CAF Bank; and during the year held money on deposit with the Virgin Charities Deposit Account.

## **INDEPENDENT FINANCIAL EXAMINER**

Martin Niemann was appointed as Independent Financial Examiner at the 2019 Annual General Meeting.

Approved by the Management Committee on 7 October 2020

and signed on their behalf by:

Jeff Patti Jeff Patti (Acting Chair)

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF CULPEPER COMMUNITY GARDEN ASSOCIATION**

I report on the accounts of Culpeper Community Garden Association for the year ended 31 March 2020, which are set out on pages 7 to 10.

### **Respective responsibilities of trustees and 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 Act) and that an independent examination is needed.

It is my responsibility to:

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

### **Basis of the independent examiner's report**

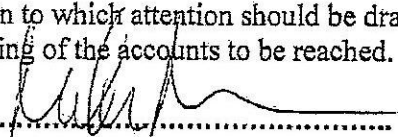
My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any 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 material matters have come to my attention which give me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act; or
- the accounts do not accord with the accounting records

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

Signed: .....

Date: 7 Oct 2020

Name:

Martin Niemann FCA

Relevant professional qualification or body:

Chartered Accountant ICAEW

Address:

13 Broadlands, Syderstone  
King's Lynn, Norfolk PE31 8ST

# CULPEPER COMMUNITY GARDEN ASSOCIATION

## BALANCE SHEET AS AT 31 MARCH 2020

	Note	2019/2020 £	2018/2019 £
<b>Fixed assets</b>			
Buildings	2	166,214	170,811
<b>Current assets</b>			
Cash at bank and in hand	3	35,467	35,983
		<u>35,467</u>	<u>35,983</u>
<b>Current liabilities</b>			
Creditors and accrued expenses	4	2,807	8,801
		<u>2,807</u>	<u>8,801</u>
<b>Net current assets</b>		<u>32,661</u>	<u>27,182</u>
<b>Total assets less current liabilities</b>		<u><u>198,875</u></u>	<u><u>197,993</u></u>
Represented by:			
Unrestricted fund		26,672	26,409
Designated fund		166,212	170,809
Restricted fund		5,991	775
<b>Total Funds</b>		<u><u>198,875</u></u>	<u><u>197,993</u></u>

These Accounts were approved by the Management Committee on .....  
~~OUTSIDE~~ 7 ...2020 as a true record of the association's Balance Sheet  
 and Statement of Financial Activities for the year ended 31 March 2020, and  
 signed on its behalf by:

..... Dorothy Boswell (Secretary)  
 ..... Jeff Patti (Acting Chair)  
 ..... Stephen Mullin (Treasurer)

The notes on pages 9 and 10 form part of these accounts

# CULPEPER COMMUNITY GARDEN ASSOCIATION

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2020

	Notes	Unrestricted Funds £	Designated Funds	Restricted Funds £	2019/2020 £	2018/2019 £
<b>INCOME</b>						
Grants received	5	35,367	-	10,408	45,775	29,495
Membership subs		1,618	-	-	1,618	2,072
Gift aid		-	-	-	-	-
Interest received		188	-	-	188	166
Fundraising events and donations		14,301	-	510	14,811	10,723
<b>TOTAL INCOME</b>		<b>51,474</b>	<b>-</b>	<b>10,918</b>	<b>62,392</b>	<b>42,456</b>
<b>EXPENDITURE</b>						
Salaries	6	40,190	-	-	40,190	38,682
Electricity		548	-	188	736	698
Water rates		893	-	307	1,200	-
Insurance		871	-	299	1,171	1,253
Equipment		424	-	146	569	636
Materials		622	-	214	836	983
Postage, copying, stationery		587	-	202	788	862
Telephone		598	-	205	803	573
Fundraising & events costs		1,017	-	-	1,017	817
Repairs & improvements		168	-	1,430	1,598	305
Volunteers' expenses		671	-	-	671	683
Greenhouse/Compost Heap		-	-	-	-	3,192
Workshops/Summer Arts		1,498	-	-	1,498	938
Project Dirt		-	-	-	-	294
Culpeper Choir		-	-	453	453	450
Mindfulness		-	-	384	384	1,156
Cook and Grow		-	-	1,065	1,065	-
Elfrida		-	-	1,051	1,051	-
Environmental Education	6	-	-	-	6	113
Payroll processing/police checks		651	-	-	651	644
Staff training		546	-	-	546	119
Depreciation		-	4,597	-	4,597	4,597
Miscellaneous		1,679	-	-	1,679	1,655
<b>TOTAL EXPENDITURE</b>		<b>50,969</b>	<b>4,597</b>	<b>5,944</b>	<b>61,510</b>	<b>58,650</b>
<b>NET INCOME for the year</b>		<b>505</b>	<b>(4,597)</b>	<b>4,974</b>	<b>882</b>	<b>(16,194)</b>
<b>FUNDS TRANSFERS</b>		<b>(242)</b>	<b>-</b>	<b>242</b>	<b>-</b>	<b>-</b>
<b>FUND BALANCES BROUGHT FORWARD</b>		<b>26,409</b>	<b>170,809</b>	<b>775</b>	<b>197,993</b>	<b>214,187</b>
<b>FUND BALANCES CARRIED FORWARD</b>		<b>26,672</b>	<b>166,212</b>	<b>5,991</b>	<b>198,875</b>	<b>197,993</b>

The notes on pages 9 and 10 form part of these accounts



# CULPEPER COMMUNITY GARDEN ASSOCIATION

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020

### NOTE 1: Accounting Policies

These Accounts have been prepared under the historic cost convention and in accordance with applicable accounting standards and the Accounting and Reporting by Charities - Statement of Recommended Practice.

### NOTE 2: Fixed Assets

During 2007/2008 Culpeper commenced a major building and paving project. In accordance with the Charities SORP this expenditure has been capitalised and included in a Designated Fund. The Trustees have decided to depreciate this expenditure evenly over 50 years.

	Buildings	Paving	Total
<b>Cost</b>			
At 1 April 2019	205,496	15,500	220,996
Additions	-	-	-
At 31 March 2020	<u>205,496</u>	<u>15,500</u>	<u>220,996</u>
<b>Depreciation</b>			
At 1 April 2019	46,748	3,437	50,185
Charge for the year	4,282	315	4,597
At 31 March 2020	<u>51,030</u>	<u>3,752</u>	<u>54,782</u>
<b>Net Book Values</b>			
At 31 March 2020	<u>154,466</u>	<u>11,748</u>	<u>166,214</u>
At 31 March 2019	<u>158,748</u>	<u>12,063</u>	<u>170,811</u>

### NOTE 3: Cash at Bank and in hand:

	2019/2020	2018/2019
	£	£
Bank current account	359	10,953
Bank deposit account - Virgin Charity	25,218	25,030
CAF Cash Account	9,391	-
CAF Deposit Account	500	-
	<u>35,467</u>	<u>35,983</u>

### NOTE 4: Creditors and accrued expenses:

Grants received in advance	-	6,850
Water rates	1,200	-
HMRC Months 10-12	1,361	1,334
Pensions	246	617
	<u>2,807</u>	<u>8,801</u>

**CULPEPER COMMUNITY GARDEN ASSOCIATION****NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020**

	<b>2019/2020</b>	<b>2018/2019</b>
	<b>£</b>	<b>£</b>
<b>NOTE 5: Grants received:</b>		
Cripplegate Foundation	13,700	11,000
NewbyTrust	-	10,000
Cripplegate Community Chest	-	2,495
Awards for All - Restricted	6,501	-
Axis Foundation	-	2,000
Tesco Bags of Help - Restricted	1,430	-
Postcode Local Trust	4,867	-
Goldsmith Charity	3,000	-
Arsenal Foundation - Restricted	2,477	-
29 May 1961 Charitable Trust	4,000	4,000
Chapman Charitable Trust	1,000	-
City Bridge Trust	8,800	-
	<u>45,775</u>	<u>29,495</u>

**NOTE 6: Wages and salaries:**

Gross salaries	38,604	38,282
Employer's National Insurance contributions	3,012	2,537
Employment allowance	(3,000)	(2,537)
Employers pension fund contribution	1,575	1,493
	<u>40,190</u>	<u>39,775</u>