

THE GREEN BACKYARD A Charitable Incorporated Organisation

Annual report for the year ended 31 March 2020

Legal and Administrative information

Chair:

Jason Gearing (resigned 8 June 2019)

Co-Chairs:

Vanessa Pool from 25 June 2019 Katy Hawkins from 25 June 2019

Secretary:

Hazel Perry (resigned 8 June 2019)
Dr Richard Ferris *from July 2019* (resigned 1 November 2019)
Becky Vince from *11 February 2020*

Treasurer:

Heather Odling

Trustees:

Mahemuda Arselani
Lisa Roberts (resigned December 2019)
Cllr Irene Walsh (resigned 29 May 2019)

Cllr Louise Coles from 8 June 2019
Hannah Phillips from 8 June 2019
Sophie Easteal from 20 December 2019
Virginia Victoria

(resigned 29 May 2019)
(resigned 13 December 2019)

Olivia Slater from 11 February 2020 Charlotte Palmer from 10 March 2020

Charity number: 1155534

Bankers:

CAF Bank Limited, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent ME19 4JQ.

Registered office:

Chauffeurs Cottage, St Peter's Road, Peterborough PE1 1YX.

Independent Examiner:

Triple Bottom Line Accounting, Enterprise Centre, University of East Anglia, Norwich Research Park, Norwich NR4 7TJ.

Website: www.thegreenbackyard.com

THE GREEN BACKYARD REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2020

The trustees present their report with the financial statements of the charity for the period 1 April 2019 to 31 March 2020.

The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS 102) (effective 1 January 2015).

Objects and Activities

The Green Backyard is governed by a Constitution which became effective from incorporation as a Charitable Incorporated Organisation (CIO) on 30 January 2014. The charitable purposes of The Green Backyard CIO are:

- 1. To develop the capacity and skills of members of socially or economically disadvantaged communities within the community of interest in such ways that they are better able to identify, and help meet, their needs and to participate more fully in society, including by:
 - A. equipping people with skills and competencies which they would not otherwise have:
 - B. realising existing skills and developing potential;
 - C. promoting people's self-confidence;
 - D. encouraging people to get involved in their community and wider society.
- 2. To promote sustainable development for the benefit of the public by:
 - A. the preservation, conservation and the protection of the environment and the prudent use of resources;
 - B. the promotion of sustainable means of achieving economic growth and regeneration.
 - C. the advancement of education of the public in subjects relating to sustainable development and the protection, enhancement and rehabilitation of the environment and to promote study and research in such subjects provided that the useful results of such study are disseminated to the public at large.

Sustainable development means "development which meets the needs of the present without compromising the ability of future generations to meet their own needs."

The Green Backyard is a vibrant community growing project in the heart of Peterborough, which was established in 2009 and is run entirely by volunteers. From this urban space we have transformed a once derelict former allotment site into a beautiful and productive community garden that is open to everyone. We are passionate about sustainability and work to raise awareness of environmental issues by involving the community in informative, practical demonstrations and workshops. We work with many different individuals and groups, as well as various schools, businesses and other organisations from across Peterborough and beyond.

Our AGM was held on 8 June 2019.



Charity governance

Governing document:

The charity is controlled by its governing document, the Constitution as amended 18 March 2018, and constitutes a Charitable Incorporated Organisation as defined by the Charities Act 2011.

Risk management:

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

Governance:

Trustees are elected by members at the Annual General Meeting. During the period covered by this report, trustees met bi-monthly to oversee the charity and were responsible for all operating decisions. The charity's money may only be expended on authorisation of a quorum of trustees, when that decision is recorded in the minutes.

Public Benefit:

The trustees have complied with the duty in section 17 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission. The activities described in this report have been undertaken for the public benefit and in pursuit of the charity's objects.

Reserves:

The Green Backyard is a registered charity and as such operates as a not for profit entity. Any accounting surpluses in our year-end accounts ordinarily becomes a reserve to be used for future investment in the charity's objects and activities. Reserves are not intended to be expended to support ongoing operating costs of the charity except in exceptional circumstances. As such, it is the charity's intention to cap the unrestricted reserve at six months operating expenditure, with any further surplus designated to projects that deliver our objects. This level of six months has been set to meet a potential need, such as an unexpected drop in income. This will ensure we can pay essential bills while we secure new funds. We will review this policy annually in line with the production of our accounts.



Chair's Report

What a year! We have survived two break-ins thanks to a brilliant response from our staff, volunteers and the public. Key trustees and staff have left and funds we had hoped for didn't materialise. This meant we weren't able to replace staff. However, one of the many things The Green Backyard does well is to make the best use of the resources available to us. We were able to continue with our regular programme of activities on site, in particular our popular Christmas Market and the Backyard Food shop and we staffed outside events using volunteers.

The trustees decided to go back to basics and to recruit replacement trustees to fill specific skill areas. I am delighted to say that has resulted in us going into the new financial year with a strong team with specialisms that we needed and with a determination to put in the hours required to see things through.

We continued our improvements to the appearance of the site and to get ready for our market garden enterprise we had rehomed the ducks and chickens.

Within a few weeks Covid-19 struck and we had to make plans to close the site to the public for lockdown.

By the end of the financial year we had been offered funding through a collaboration project growing and providing food to the local community with a small team working under Covid-19 compliant conditions and we had moved all our trustee and volunteer meetings online.

We are always grateful to people from the community for standing as trustees and for the commitment of our volunteers who share our values and we wish to thank everyone who has supported The Green Backyard in all your various ways this year. We look forward to welcoming you back to the site when we re-open.

Approved by order of the board of trustees on 8 December 2020 and signed on its behalf by:

Vanessa Pool Chair of Trustees



Charity number: 1155534

The Green Backyard

Report of the Trustees and Unaudited Financial Statements

For the year ended 31 March 2020

The Green Backyard Report of the Trustees For the year ended 31 March 2020

I report to the trustees on my examination of the accounts of the charity for the year ended 31 March 2020.

Responsibilities and basis of report

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

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiners statement

I have completed my examination. I confirm that no 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 2011 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.

Triple Bottom Line Accounting Limited

The Enterprise Centre University of East Anglia

Norwich

Norfolk

NR4 7TJ

15 January 2021

The Green Backyard Statement of Financial Activities For the year ended 31 March 2020

	Notes	Unrestricted funds	Restricted funds	2020	2019
		£	£	£	£
Income and endowments from	n:				
Donations and legacies	2	24,891	10,712	35,603	46,056
Charitable activities	3	20,134	-	20,134	28,615
Other trading activites	4	16,864	-	16,864	10,887
Total		61,889	10,712	72,601	85,558
Expenditure on:					
Raising funds	5/6	(57,364)	(2,540)	(59,904)	(30,656)
Charitable activities	7/8	(18,079)	-	(18,079)	(25,701)
Other expenditure		(513)	-	(513)	(7,060)
Total		(75,956)	(2,540)	(78,496)	(63,417)
Transfers between funds		(2,000)	2,000	-	-
Net movement in funds		(16,067)	10,172	(5,895)	22,141
Reconciliation of funds					
Total funds brought forward		43,275	15,609	58,884	36,743
Total funds carried forward		27,208	25,781	52,989	58,884

The Green Backyard Statement of Financial Position As at 31 March 2020

	Notes	2020	2019
		£	£
Fixed assets			
Tangible assets	13	6,250	12,500
		6,250	12,500
Current assets			
Stocks	14	3,132	2,246
Debtors	15	4,370	-
Cash at bank and in hand		44,762	45,841
		52,264	48,087
Creditors: amounts falling due within one year	16	(5,525)	(1,703)
Net current assets		46,739	46,384
Total assets less current liabilities		52,989	58,884
Net assets		52,989	58,884
The funds of the charity			
Restricted income funds	17	25,781	15,609
Unrestricted income funds	17	27,208	43,275
Total funds		52,989	58,884

The financial statement were approved and authorised for issue by the Board and signed on its behalf by:

Vanessa Pool

Trustee

15 January 2021

1. Accounting Policies

Basis of accounting

The financial statements have been prepared under the historical cost convention, except for investments which are included at market value and the revaluation of certain fixed assets and in accordance with the Charities SORP (FRS 102) '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) (effective 1 January 2015)', Financial Reporting Standard 102 the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), and the Charities Act 2011.

The Green Backyard meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

Incoming resources

All incoming resources are 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:

Resources expended

Liabilities are recognised as resources expended when there is a legal or constructive obligation committing the Charity to the expenditure:

Tangible fixed assets

Tangible fixed assets, other than freehold land, are stated at cost or valuation less depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives.

Stocks and work in progress

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow moving items. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

Irrecoverable VAT

Irrecoverable VAT is included in the Statement of Financial Activities, and is reported as part of the expenditure to which it relates.

2. Income from donations and legacies

	Unrestricted funds	Restricted funds	2020	2019
	£	£	£	£
Donations received	4,891	-	4,891	3,956
Grants received	20,000	10,712	30,712	42,100
	24,891	10,712	35,603	46,056

3. Income from charitable activities

			2020	2019
Unrestricted funds			£	£
Site Maintenance				
Income from charitable activities			320	340
Events				
Other Event Income			19,814	28,275
			20,134	28,615
4. Income earned from other activities				
			2020	2019
			£	£
Unrestricted funds				
Fund raising events			-	955
Shop income			16,864	9,932
			16,864	10,887
5. Expenditure on generating donations and legacies	Universal de la companya de la compa	Descripted.	0000	2040
	Unrestricted funds	Restricted funds	2020	2019
	£	£	£	£
Donations	12,348	2,540	14,888	14,694
Support costs	33,408	-	33,408	14,891
	45,756	2,540	48,296	29,585
6. Expenditure on other trading activities				
			2020	2019
Unrestricted funds			£	£
			536	358
Shop costs Support costs			11,072	356 713
			11,608	1,071

7. Costs of charitable activities by fund type

2020	2019
£	£
420	952
6,025	8,006
11,634	16,743
18,079	25,701
	420 6,025 11,634

8. Costs of charitable activities by activity type

	Activities undertaken directly	Support costs	2020	2019
	£	£	£	£
Support costs				
Site Maintenance	-	11,291	11,291	16,738
Events	420	-	420	952
Training	6,025	343	6,368	8,011
	6,445	11,634	18,079	25,701

9. Analysis of support costs

	Voluntary Income	Fundraising trading	Site Maintenance	Training
	£	£	£	£
Management	32,230	-	6,250	-
IT	-	-	-	189
Purchases and Direct Costs	-	11,072	-	-
Governance costs	1,178	-	5,041	154
	33,408	11,072	11,291	343

9. Analysis of support costs

	2020	2019
	£	£
Management	38,480	13,764
IT	189	-
Purchases and Direct Costs	11,072	713
Governance costs	6,373	17,870
	56,114	32,347
10. Net income/(expenditure) for the year		
This is stated after charging/(crediting):		
	2020	2019
	£	£
Depreciation of owned fixed assets	6,250	-
Accountancy fees	1,152	902
11. Staff costs and emoluments		
Total staff costs for the year ended 31 March 2020 were:		
. Stall Stall Sector for the year orland of Maron 2020 Word.	2020	2019
	£	£
Salaries and wages	32,230	13,764

32,230

13,764

12. Comparative for the Statement of Financial Activities

	Unrestricted funds	Restricted funds	2019
	£	£	£
Income and endowments from:			
Donations and legacies	27,056	19,000	46,056
Charitable activities	28,615	-	28,615
Other trading activites	10,887	-	10,887
Total	66,558	19,000	85,558
Expenditure on:			
Raising funds	(29,200)	(329)	(29,529)
Charitable activities	(25,701)	-	(25,701)
Other expenditure	(60)	(7,000)	(7,060)
Total	(54,961)	(7,329)	(62,290)
Transfers between funds	1,930	(1,930)	_
Net movement in funds	13,527	9,741	23,268
Reconciliation of funds			
Total funds brought forward	30,875	5,868	36,743
Total funds carried forward	44,402	15,609	60,011

13. Tangible fixed assets

Cost or valuation	Plant and Machinery
	£
Revaluations	6,250
At 31 March 2020	6,250
Net book values	
At 31 March 2020	6,250

14. Stocks and work in progress

	2020	2019
	£	£
Stock	3,132	2,246
	3,132	2,246

15. Debtors

	2020	2019
	£	£
Amounts due within one year:		
Trade debtors	4,370	-
	4,370	-
16. Creditors: amounts falling due within one year		
	2020	2019
	£	£
Trade creditors	642	-
Other creditors	4,883	1,703
	5,525	1,703

17. Movement in funds

Unrestricted Funds

	Balance at 01/04/2019	Incoming resources	Outgoing resources	Transfers	Balance at 31/03/2020
	£	£	£	£	£
General					
General	43,275	61,889	(75,956)	(2,000)	27,208
	43,275	61,889	(75,956)	(2,000)	27,208
Unrestricted Funds - Previous year					
	Balance at 01/04/2018	Incoming resources	Outgoing resources	Transfers	Balance at 31/03/2019
	£	£	£	£	£
General					
General	30,875	66,558	(56,088)	1,930	43,275
	30,875	66,558	(56,088)	1,930	43,275

Purpose of unrestricted Funds

General

Non specific funds used towards the maintenance of the grounds and general operations of the charity.

Restricted Funds

	Balance at 01/04/2019	Incoming resources	Outgoing resources	Transfers	Balance at 31/03/2020
	£	£	£	£	£
Awards for All	3,938	-	-	-	3,938
BGL	-	2,540	(2,540)	-	-
Co-Operative	-	3,172	-	-	3,172
Groundwork	-	-	-	2,000	2,000
SHED	-	5,000	-	-	5,000
TRU Postcode	11,671	-	-	-	11,671
	15,609	10,712	(2,540)	2,000	25,781
Restricted Funds - Previous year					
	Balance at 01/04/2018	Incoming resources	Outgoing resources	Transfers	Balance at 31/03/2019
	£	£	£	£	£
Awards for All	3,938	-	-	-	3,938
Comic Relief	-	7,000	(7,000)	-	-
Community Trade Up	1,930	-	-	(1,930)	-
TRU Postcode	-	12,000	(329)	-	11,671
	5,868	19,000	(7,329)	(1,930)	15,609

Purpose of restricted funds

Awards for All

This fund was granted to enable the charity to develop provision for a small community cafe. The issues around security of tenure and planning prevented us from delivering all of the aims of this grant immediately, and so we are holding some funds back in order to complete once these issues have been resolved.

Community Trade Up

A grant scheme to support community businesses from Power to Change and administered by the School of Social Entrepreneurs. we received a grant of up to £10k to support the growth and development of our community wholefood shop Backyard Food, with £2k as an up front grant and up to £8k available as match funding tied to increases in trading profits.

Various Restricted

Historic funds used for various purposes related to the charity. These have no been transferred to general funds.

Comic Relief

This fund is for the recruitment of an Operations Worker. The Operations Worker is a crucial and central position, working closely with our board of trustees, but also with contractors and volunteers on the ground, and we are seeking funds to maintain this role. Over time we aim to grow our earned income to be able to cover 75% of our running costs, as we know other similar projects are able to do. It will take considerable time and effort to reach this goal, and this funding will ensure that we are able to maintain our frontline activities and keep the site open whilst these additional income streams are established.

TRU Postcode

The purpose of this fund is the building of new gates. We will be creating new gates for both our road and pedestrian accesses. The design process will be lead by a local artist, who will run workshops to involve the community in arriving at a final design, which will then be fabricated and installed. We will be using some of the funding to improve the surfacing between the entrances and the core areas of activity on site. This will ensure year round accessibility. Finally we want to improve the educational value of the site by improving internal and external signage."

BGL

BGL donated funds (and volunteer time) to erect a new polytunnel on our site, to increase our food growing potential and education opportunities.

Groundwork

The Green Backyard was awarded a grant under the Bags of Help programme to build a toolshed suitable for use by disabled people. This will better support several of our existing volunteer groups and enable us to welcome more people into our community, and complement our accessible toilet on site, and planned site path improvements to improve access.

Co-Operative

We were successful in winning a grant from the Local Community Fund to improve and expand our animal enclosures (for ducks and chickens at the time). In February 2020, we received confirmation that we could reallocate this money towards a site hygiene improvements project, which was a welcome opportunity when the covid-19 pandemic hit. We were able to plan several site developments to improve onsite hygiene (toilets, handwashing etc.).

SHED

SHED (charity no.1185591) made a donation to The Green Backyard in response to the covid-19 pandemic to use the site in order to supply vulnerable people with raised beds to be able to feed themselves self-sufficiently. The led to a wide variety of produce being grown on site as well as plants being started off to go into the beds at recipients own homes.

18. Analysis of net assets between funds

	Tangible fixed assets	Net current assets / (liabilities)	Net Assets
	£	£	£
Unrestricted funds			
General			
General	6,250	20,958	27,208
Restricted funds			
Awards for All	-	3,938	3,938
Co-Operative	-	3,172	3,172
Groundwork	-	2,000	2,000
SHED	-	5,000	5,000
TRU Postcode	-	11,671	11,671
	6,250	46,739	52,989
Previous year			
	Tangible fixed assets	Net current assets / (liabilities)	Net Assets
	£	£	£
Unrestricted funds			
General			
General	12,500	30,775	43,275
Restricted funds			
Awards for All	-	3,938	3,938
TRU Postcode	-	11,671	11,671
	12,500	46,384	58,884

The Green Backyard Detailed Statement of Financial Activities For the year ended 31 March 2020

	2020 £	2019 £
INCOME AND ENDOWMENT	2	~
Donations and legacies		
Donations	4,891	3,956
Grants & Contracts	30,712	42,100
_	35,603	46,056
Charitable activities		
Income from charitable activities (Site Maintenance)	320	340
Other Event Income (Events)	19,814	28,275
-	20,134	28,615
Other trading activities		
Fund raising events	<u>-</u>	955
Shop income	16,864	9,932
	16,864	10,887
Total incoming resources	72,601	85,558
EXPENDITURE		
Raising donations and legacies		
Purchases and Direct Cost	(14,888)	(14,694)
_	(14,888)	(14,694)
Other trading activities		
Shop costs	(536)	(358)
Charitable activities	(536)	(358)
Event Costs (Events)	(420)	(952)
Teaching Costs (Training)	(6,025)	(8,006)
-	(6,445)	(8,958)
Other	(0,110)	(0,000)
Management Costs	(453)	(7,000)
Bank Charges	(60)	(60)
	(513)	(7,060)
SUPPORT COSTS	(5.5.)	(-,,
Management		
Management	(32,230)	(13,764)
Management (Site Maintenance)	(6,250)	-
- -	(38,480)	(13,764)
IT		
IT (Training)	(189)	-
	(189)	-
Purchases and Direct Costs Fundraising Purchases and Direct Costs	(11,072)	(713)
=	(11,072)	(713)
Governance costs	(11,072)	(713)
Governance costs	(1,178)	(1,127)

The Green Backyard Detailed Statement of Financial Activities Continued For the year ended 31 March 2020

Governance costs (Site Maintenance)	(5,041)	(16,738)
Governance costs (Training)	(154)	(5)
	(6,373)	(17,870)
Total resources expended	(78,496)	(63,417)
Net Expenditure	(5,895)	22,141