



THE FRIENDS OF TOWER HAMLETS CEMETERY PARK

Annual Report and Accounts
for the year ended March 2019

www.fothcp.org
Charity No. 1107136



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A year of successes and new challenges

How quickly a year passes! It started off successfully, with us winning a contract from the London Borough of Tower Hamlets to use the skills of The Friends to develop community cohesion activities outside the Cemetery Park - in Mile End and Aldgate - using nature as a theme to bring communities together. This led to the recruitment of Michelle in July 2018 to continue and expand on the work Terry Lyle and I had started. We also delivered a Forest School introductory session to 100 teachers and classroom assistants from Manner Primary School with the support of our colleagues from Setpoint London East.

Through the late spring and summer months we had enormous support again from volunteers from corporate groups that helped us with our seasonal needs in the Cemetery Park. We also took them out to Bromley by Bow where we they helped us install a new footpath network around the old St Leonards Priory where the Council had given us a small amount of funding to make the site more accessible and friendly.

The busy volunteer and event period over the summer certainly kept us all on our toes but this year we also had three months of hot, dry weather that made work in THCP difficult at times. The ponds dried out and the persistent high temperatures and dry weather made me wonder whether I would feel much happier living on cooler, oceanic island! But I celebrated my sweet 16 years of working at the Cemetery Park and I continue to find my professional career personally very satisfying and highly rewarding in the Cemetery Park. Every year that passes I realise I still have more to learn and the Cemetery park still hasn't attained its full potential as a place to visit and what it can offer the community.

Finally, thank you. Thank you to everyone who helps, supports, volunteers and visits - this continues to be the most satisfying, humbling and rewarding part of my role.

KGW

Kenneth Greenway
Cemetery Park Manager





Message from The Chair

With a team of dedicated staff and volunteers, this year has seen FOTHCP achieve so many incredible activities and accolades, despite our size. With funding from Tower Hamlets' council, we have used our skills and knowledge to support the development of Shandy Park and Secretberg Gardens for the local community. Our project to record over 200 servicemen buried in the Cemetery Park was successfully completed and celebrated on Remembrance Sunday 2018 with a packed crowd. We were given Gold awards in London in Bloom with special recognition by Tower Hamlets in Bloom for Ken's contribution to the borough. To top this off, our trustee Terry Lyle was honoured by The University of East London with an Honorary Doctorate in Social Sciences.

We are also grateful for the diverse interest and support we have received this year. Our thanks to the experts who have recorded even more species in the Cemetery Park, highlighting its importance as a local nature reserve and the incredible biodiversity that can be fostered even in Zone 2 of London. We have welcomed more volunteers and new trustees to the Cemetery Park who have helped us progress on our objectives both outside and inside. We have been lucky enough to have our own Poet in Residence, Nelson Brown, who has written a poem for each month inspired by the Cemetery Park.

We look forward to achieving our objectives in 2019-2020 and thank everyone for their ongoing support of the charity and Tower Hamlets Cemetery Park.

Fran Humber
Chairman
Chair of Board of Trustees



The Friend of Tower Hamlets Cemetery Park

Tower Hamlets Cemetery Park offers everyone a breathing space in the heart of East London.

This woodland cemetery is a unique place of transformation: a people's cemetery, a sanctuary for humans as well as nature, a place for festivals, field studies and forest schools. Always changing with the seasons it is rooted in the history of ordinary people, a place of rich heritage that is full of possibilities and freedom for all.

The Friends of Tower Hamlets Cemetery Park are an award-winning local charity working to protect, preserve and care for the Cemetery Park. Founded in 1990, our skilled staff and volunteers across nature and heritage bring energy, knowledge and vision to the shape and future of the site for the benefit of all who use it.

We are the custodians who seek to protect, commemorate and share the history of Tower Hamlets Cemetery Park and maintain and develop it for enjoyment, remembrance and learning for everyone.

Our Mission

We work to install an ethos of freedom in the Cemetery Park as a people-centric charity, exploring history, improving mental wellbeing and managing the woodland and meadows in as light as way as possible.

Our Values

Growth

We endeavour to ensure that everyone can benefit from the Cemetery Park and have the opportunity to grow as a person.

Freedom

We champion the possibilities offered by the Cemetery Park to support learning, nature and heritage.

Friendship

We work in friendship with our staff, volunteers and the wider community.

Openness

We feel that the Cemetery Park and charity should be accessible to everyone.





Our impact in 2018-19

Nature

Every year's weather is different, and 2018-2019 was dramatically so with the exceptionally hot, dry summer, with many wildflower and grasses shrivelled by June, with some butterflies and other insects benefitting from the conditions, and others adversely affected.

Butterflies

Our conservation work over many years continues to improve the Local Nature Reserve for butterflies, bringing it recognition as an outstanding and exemplary inner-city site. Twenty-four species were recorded during the year. The year's biggest highlight was the Silver-washed Frithill, one of Britain's largest butterflies. It's been present since 2006, but numbers were three times higher than in any previous year. The caterpillars feed on violets, which are abundant. The Small Blue, a nationally-scarce butterfly, was again recorded, on one occasion.

Hedgehogs

During the summer we were able to confirm that we do have a hedgehog population. There are currently no records elsewhere in Tower Hamlets. Our confirmations came from cameras we were able to borrow and animals passing nearby triggered them day and night. Hedgehogs have declined greatly, nationally and in London.

Bees

This year, 40 species of bees were recorded by Mark Patterson which brings the total species list to 54. Several bees found in the Cemetery Park are nationally scarce species including the Red-girdled mining bee, Large scabious mining bee and the UK BAP priority species Brown-banded carder bee - one of the UK's rarest bumblebees. Other bees include the very under recorded and under studied *Ceratina cyanea* - a tiny bee only 5 mm in length which nests inside hollow bramble stems. A female was found basking on standing deadwood during the June guided bee walk. Many of the borough's bees are not as abundant as they could be largely due to a lack of suitably rotten

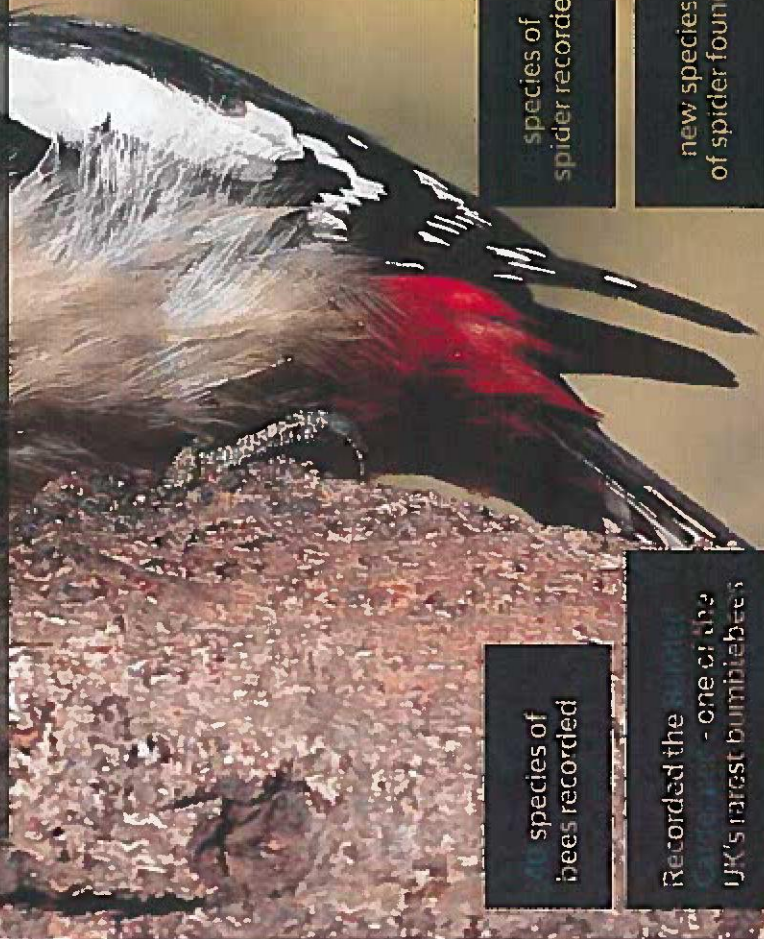
standing deadwood throughout the borough. The Cemetery Park has a lot of deadwood and therefore an abundance of deadwood-nesting bees. Continuing improvements to the chalk mound will benefit chalk specialist bees like the Clover Bunthorn bee which favours white clover, bird's-foot trefoil and lucerne blooms.

Spiders and Beetles

Numbers of species in both groups continue to climb, so that now there is a list of 154 species of spiders and 437 species of beetle recorded.

This year, 78 species of spider were recorded by the various methods: searching, sweepnetting and pitfall-trapping. Four new spiders were found: *Argiope aubiana*, a newly arrived species of buzzing spider was collected in June, as was *Mangia arachna*, an orb-weaver spider widespread in the countryside but only known from a few Nature Reserves inside London. A single male of the tiny species of grassland money spider *Tympana placens* was trapped in February, while a small blue-web spinner *Dicyna latens* was found in June. The impression of the last year's results is that all the different habitats in the Cemetery are 'maturing', and as this process continues further new species may appear - for example the water spider, not so far seen in any of the ponds, but a species that could be expected to find its way here some time!

Four new beetles have been recorded (*Bolitochus zealis*, *Philonotum solidum*, *Micranthe ulis* and *Asperogaster asperifolium*). Nearly all plant species have a number of beetles associated with them - some many more than others - so the more different plants, especially native species, that there are in the cemetery, the more that wide range of beetles will be attracted. The gorse planted in the past few years is an excellent case in point: it has attracted a number of beetles to the Cemetery, and there is a thriving population of the 'White End Spider' - a medium-sized and beautifully marked jumping spider which has become established on the bushes.



species of
bees recorded

species of
spider recorded

Recorded the
one of the
UK's rarest bumblebees

new species
of spider found



Heritage

Our Hidden Histories WW1 project to research 204 servicemen buried in the Cemetery, funded by the National Lottery Heritage Fund, has been the main focus of the Heritage team this year. This culminated in a celebration event at the end of the project on Remembrance Day in November 2018, celebrating the end of WW1 and the project with a Vintage Tea, guided walk and talk. Our corresponding book will be launched later in 2019.

The Remembrance Day commemoration saw our biggest ever attendance and was again led by the Master for Royal Foundation of St Katharine, the Revd Preb. Mark Aitken, as local Councillors, Scouts and Brownies gave their support. The focus of the service was the 'There but not There' national commemoration, for which volunteers had created an individual figure for each of the Navy, Army and Airforce men. Helped by local children, local art groups, including members of the Royal Academy and individuals who were pleased to contribute to the project. The 204 Servicemen figures were placed in new flower boxes by the children present for the service, giving visual emphasis on the number of Servicemen actually buried in the Cemetery.

The project would not have been possible without the volunteers of all ages, backgrounds and levels of experience who came together - donating their time, commitment and passion as well as sharing their knowledge and skills. They undertook all the research, wrote stories of the individual servicemen, helped to create the book and build and updated the website. Their growing expertise brought the whole project to a successful conclusion, turning the long list of names on a memorial back into real people. People who were part of a family who coped, not only with social and economic change during WW1 but its impact, the changing role of women in society, the bombing raids and the individual and communal responses to bereavement and loss.

I'd never attempted anything like this and though it took me a long while and a lot of help, I felt a great satisfaction in providing "the life behind the name".

Heritage volunteer, November 2018



910 days
volunteered by
heritage team to
research lives of
WW1 servicemen
buried in the
Cemetery Park



204 servicemen's
lives bought back
into the public
domain



1914 - 1918



Whilst recovering from an operation a friend working on the Hidden Histories project thought getting me involved would help pass the time. Never did I imagine what this would lead to. A year later I really enjoy researching the servicemen I'm allocated, I've met a great group of people and have spent many pleasurable hours going around the cemetery. Now the second Sunday of each month you'll find me at Tower Hamlets Cemetery with the amazing group of "Friends of Tower Hamlets Cemetery Park", a cemetery a year ago I never knew existed.

Heritage volunteer, March 2019



Community

Events & Activities

This year, despite no longer having a dedicated staff member running our events, we have put on >70 events catering to adults, families and the diverse interests in the borough.

We continued our partnership with Forage London and continued to offer popular walks under his umbrella. Bat walks again are highly popular, allowing visitors to enjoy THCP at night and see the true stars of the night sky hunting in THCP. We also continued delivering events in Victoria Park, covering themes such as trees, bugs, wildflowers and wild food.

We welcomed >600 people to our annual Summer Fair and we are proud of the local village feel that people enjoy; participated in Open House London; and offered bird ringing, a beeswax cosmetic workshop and green woodworking lessons led by Grounded's horticulture teacher, Paul. Our free wildlife club, Bow Beasies, grew in numbers this year where

we encourage families to join us for some outdoor fun and with them we, whittle, charm worms, toast marshmallows, plant bulbs, carve pumpkins and make festive wreaths to name but a few!

Finally, Forest School remains immensely popular. We are fortunate to have several co-leaders both with their forest school leaders' certificate and those still training who volunteer to help Ken lead our sessions. We run them in school holiday time and use our outdoor classroom space near our Knapp Road entrance. Children from the age of 6 can stay with us for four hours and climb trees, hang out in hammocks, use tools, go on bug hunts, play in the mud kitchen, make something wild using clay and natural materials, make bows and arrows, make fires or just run freely in the woods deciding their own fun.

Nature & Us

'Nature and Us' is funded by Tower Hamlets Council and aims to bring local community together through nature; enhancing green spaces for people to enjoy, developing people's skills in nature, delivering fun



76 events put on by FoTHCP, including our annual Summer Fair for 600 people.



2316 volunteer days - helping to manage the site, research the charity.



308 children came to Forest School over 22 sessions.



It has been a fantastic opportunity to engage with the community and meet people I would not have met otherwise. Knowing that projects like this exist encourage me to engage with the community and consider living in Tower Hamlets in the long term. I will look at Tower Hamlets and Stepney in a new light. Community Cohesion project participant



"The 'Nature and Us' course was not only enjoyable and interesting as a learning environment but helped widening my contact with neighbours. This course has been one of the most valuable community events I have attended lately because it allowed me and my whole family to take part and learn and appreciate the natural spaces around Tower Hamlets. I am very motivated to continue participating and perhaps volunteering as well on FOTHCP events."

Community Cohesion project participant

nature-based activities and getting groups of people together who may otherwise not meet.

Nature and Us began in April 2018 and the first three months focussed on developing contacts and starting our first activities at the project's two focus parks in Tower Hamlets: Swedenborg Gardens and Shandy Park. In July 2018, Michelle, the Community Development Coordinator, took over leading the project. During the last year, 52 events have been put on to engage residents, community groups and corporate groups in nature and a local community effort. Events included planting, nature walks

(wildflowers, trees, birds, bats), art and crafts, wildflower courses and poetry. All events were free and open to a diverse range of local residents. 1,240 individuals participated in these events and the project connected with 55 organisations/departments, with almost 50% of these being new to the FOTHCP.

We found that whilst we were quickly engaging with a great number of residents around Shandy Park, it was a different situation at Swedenborg Gardens. Here, there is more fear over using the space due to the high levels of anti-social behaviour in the park. To overcome this challenge, we

have been key to gathering local community groups, the council and the police at working groups and meetings to discuss these issues and plans to encourage more positive use of the park. This work is going very well and the number of participants at our events at Swedenborg Gardens has increased.

A lovely aspect of delivering 'Nature and Us' is seeing familiar faces who repeatedly engage with our events and hearing about how our work has had positive impacts on them. For their ongoing support with the project, we would particularly like to thank various departments within the Council

(especially the Parks and Open Spaces team), Harry Roberts Nursery School, SocietyLinks, East End Homes, AECOM, ELBA, The Aldgate Partnership, Ocean Regeneration Trust, Stepney City Farm, St Mungo's and Tower Hamlets Community Volunteer Service.

Volunteers

Volunteers are the backbone of all the work of the Friends. We have 1000s of people who grab gloves and tools and get stuck into the place to help us with all our seasonal management of the Cemetery Park. They weed, plant, sow, paint, pick litter and install

benches and bins and lay new footpaths. Our practical volunteers help us achieve all our needs and also helped create two new wildflower meadow extensions in Railway Grove and Cantrell Field this year.

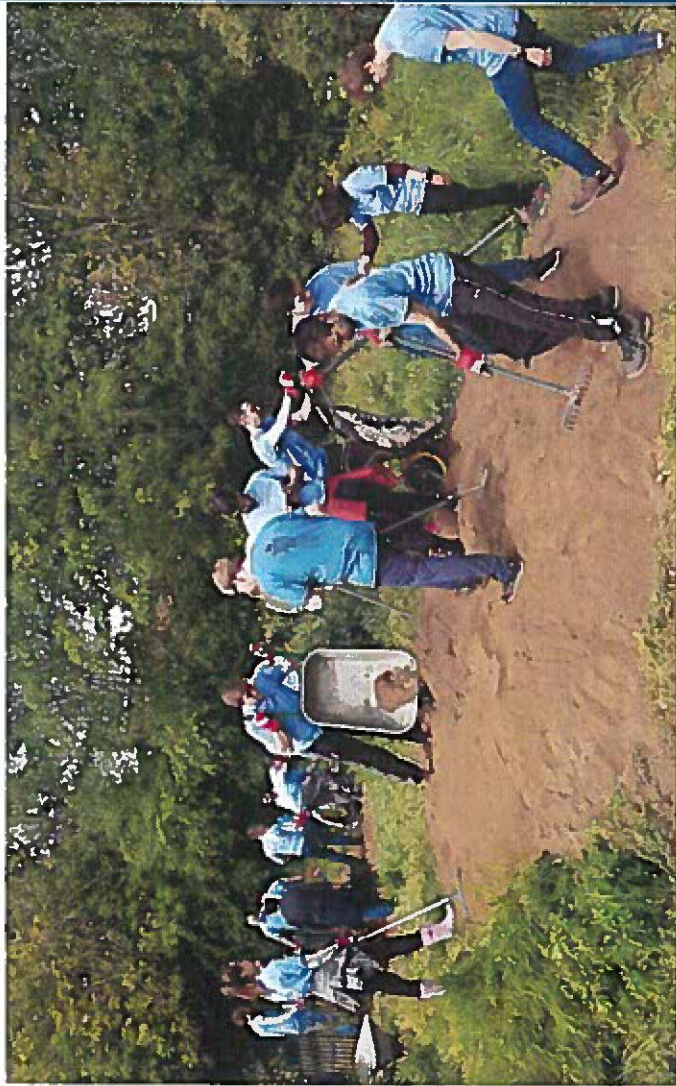
The work of our heritage volunteers recording graves helps over 100 people a year locate their ancestors, discover new stories about those buried with us and has allowed us to develop a heritage trail and our soon to be released Hidden Histories book.

There is also our wonderful Forest School and event leaders who help us offer high value and popular events for the public to

enjoy. Beyond these volunteers we have a team of 20 dedicated office and committee volunteers. They are inputting data, managing spreadsheets and dealing with enquiries or helping with all the nuts and bolts requirements of running a strong charity, such as updating policies, writing grants, managing our books and keeping us on track strategically.

Corporate Volunteers

In the past financial year 2297 people from 68 organisations joined our corporate volunteering programme providing us with 11,580 hours of work. The aims of the corporate volunteering



programme are to establish and maintain good links with local businesses who want to give back to their community, provide unrestricted income, and to give the Friends a regular, active presence in the Cemetery Park.

It's a very useful programme for the Friends because it provides us with labour in volume, which enables us to do large-scale tasks that would otherwise be impossible to complete. The regular presence of large, enthusiastic groups working in the Cemetery Park reflects well on the image and public opinion of the Friends, because it ensures visitors see an active, visible organisation which takes consistent care of the cemetery park.

One of the major works the corporate volunteers completed was to add 1000 m² of wildflower meadow spread over two areas in Cantrell field and the southern part of Hurricane wood and Railway Meadow. These works spanned the majority of the winter. A digger scraped out the top layer of unwanted plants, and then put in crushed concrete fines for drainage. Volunteers helped us with the detailed and time-consuming work of refining, tidying, seeding and planting.

The great relationships with local businesses result

in feedback to evidence the continued benefit of the corporate volunteering programme.

"We all really enjoyed being out in the beautiful weather! It was great to feel we were contributing to a charity that obviously makes a real difference to its community. The space was so interesting, I was pleased we got to learn about its history and context as well."

"We have volunteered at several charities in London, mostly doing outdoors work. Tower Hamlets Cemetery Park was great for people who like outdoors work. This was a GREAT day out and we did some good work for to community! Absolutely recommend it!!"

Corporate volunteers, 2018



68 organisations
and 11,580 hours
donated by
corporate groups
in the Cemetery
Park



1240 participants
in Nature & Us
activities at
Shandy Park &
Swedenborg
Gardens.



1000 m² of
wildflower
meadow
created with
volunteers



"We had an amazing day. It's so good to build as a team as well as being able to volunteer and see what a difference you can make. We also learned a lot about the cemetery park and the people who maintain the woodland area. A lovely day, albeit hard work too!"

Corporate volunteer, 2019



Our Partners

SETPOINT London East

Our closest partner in the Cemetery Park continues to be SETPOINT London East. SETPOINT London East provides hands-on science workshops for thousands of school children and their teachers. We continue to work together closely to support each other's activities, collaborating to ensure the Cemetery Park remains a vibrant learning space for young people. We also thank them for their generous sharing of the Soanes Centre.

Grounded Ecotherapy & Providence Row HA

We continue to have a strong partnership with Grounded Ecotherapy which is one of London's most unique horticultural therapy and wellbeing project for people that have suffered mental health, substance misuse issues or experience of homelessness. They offer recovery for people and create thriving green spaces from neglected urban environments. We welcome their support in maintaining the Cemetery Park and supporting many of our events and activities.

Volunteer Organisations

We would like to thank the many organisations that have donated their time to volunteer in the Cemetery Park this year. Their time and energy continue to help transform the Cemetery Park into one of London's most unique spaces.

These include: AECOM, Aerium, Alliance Bernstein, Alvarez & Marsel, Bank of England, Barclays, Beazley, BEIS, Blackrock, Careys PLC, Caseys, CFA Institute, CIEE NUIJn vols, Citi, City & Guilds, Crown Estate, DEFRA, Dept for Transport, Deutsche Bank, Dexau, DZ Bank, Eideway, Everest, FCA, FT, fit consulting, Goscience, Guy Carpenter, HSBC, Informa, ITV, JP Morgan, Legg Mason, Lexis Nexis, Liftsilemedia, Lloyds, M J Mapp, M&G, Mace, Marsh, Mercer, MIML, Morgan Stanley, MUFG, NCS, Nex, Nuin, PWC, QBE, QMU, Santander, SC, Schroeders, Skadden, SR Group, Standard Chartered, Telegraph, Thompson Reuters, Troplima, Turner, UBS, Well, Willis/Tower/Watson, World Pay, XL Catlin, Zopa.

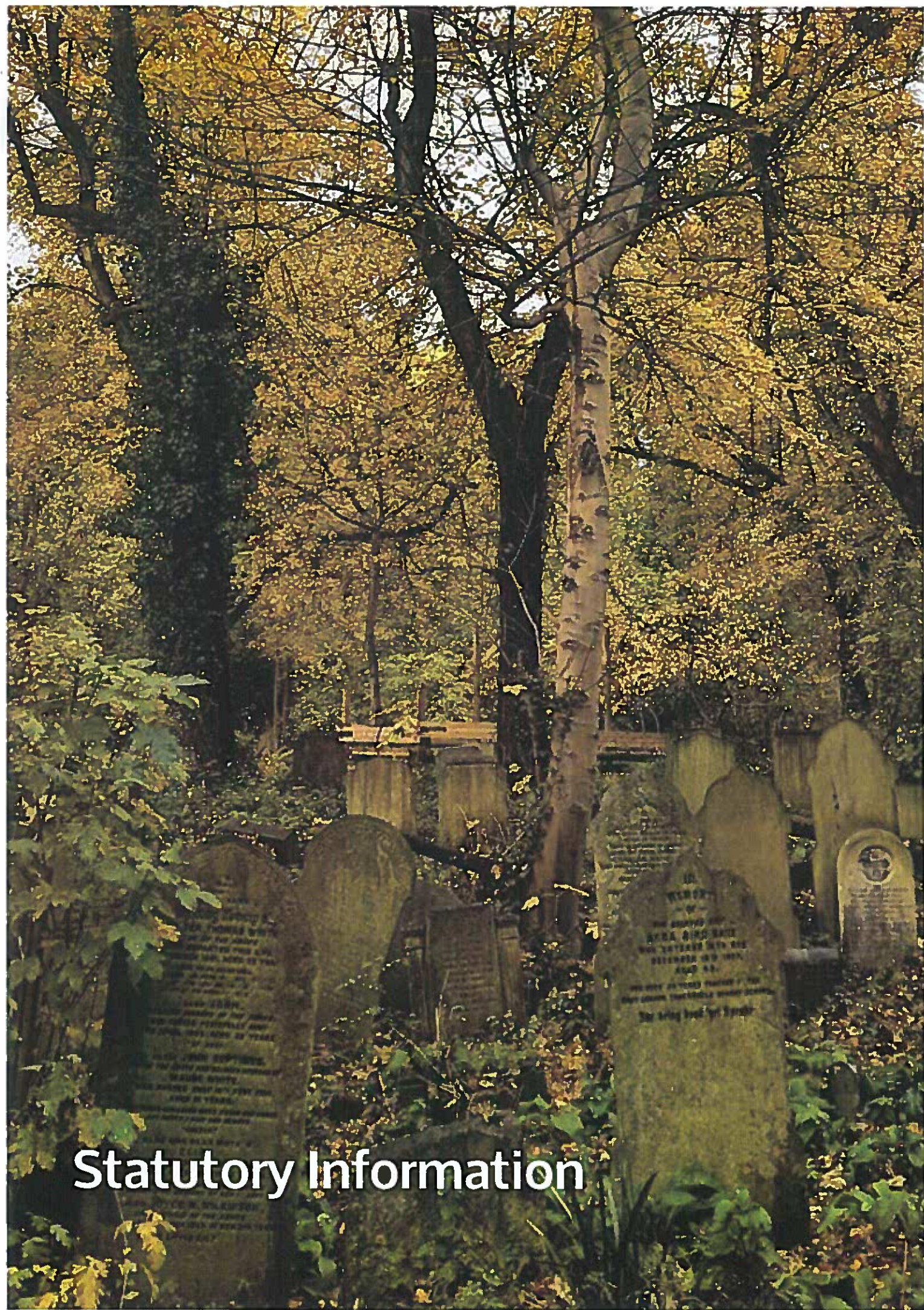
The Future

We are excited about the next 12 months and our opportunity to not only continue to enhance Tower Hamlets Cemetery Park for the community but to build on our wider partnerships across the neighbourhood.

In particular we aim to:

- Launch the Wayn book on our buried servicemen, and bring even more life stories into the public domain.
- Find funding for a conservation, management and maintenance plan for the Cemetery Park to support its future sustainability.
- Complete our work to further regenerate meadow areas of Ashford Drive and Strayyard meadows.
- Build upon the success of our Nature 8. Us project to continue to work with green spaces across the borough to support their ongoing development.
- Rebuild the fallen monuments damaged in storms last year through public and private sector support.
- Secure a lease for the Cemetery Park Lodge and make sure the building supports the charity's objectives and our work with the community.
- Continue to build capacity within FoHCP through staff, trustees and other key volunteers.
- Continue to expand our income generating activities through promoting the park as a centre for training and learning activities and a site for arts and performances.
- Develop a proposal to redesign the civilian war memorial in the Cemetery Park, working with local architects and other interested individuals.
- Engage even more groups and individuals in the Cemetery Park and the work of the Friends to ensure the maximum number of people can benefit from our Borough's natural and built heritage.





Statutory Information

Governance and management

Structure, governance and management

The Friends of Tower Hamlets Cemetery Park is a company limited by guarantee (registered company number 5233566) and is a charity registered in England and Wales (1107136) regulated by the Charity Commission. It is governed by a Board of Trustees chaired by Frances Humber, defined in the Memorandum and Articles of Association.

The company has 269 members whose liability, in the event of the company being wound up, is limited to £1.00 each. Membership of the company is governed in accordance with regulations within our articles as agreed by the trustees.

The day-to-day running of the Charity is the responsibility of the Cemetery Park Manager and the Trustees.

Trustees

The Trustees set the strategic direction and ensure the Charity achieves its objectives. It oversees governance and is responsible for upholding the Charity's values. The Charity's governance complies with the Code for the Voluntary and Community Sector, and other best practice guidelines published by the Charity Commission.

It has delegated many operational responsibilities for the Charity's activities to the staff and the Trustees provide advice, guidance and support on an ongoing basis. The Board of Trustees comprised of 10 Trustees as of 30th March 2019 and met four times during the year. It is also supported by a committee comprised of trustees and volunteers who support with fundraising, policy updates, research and other organisational activities.

Recruitment and Appointment of Members and Trustees

The Board of Trustees must comprise at least 2 trustees and are elected at the Annual General Meeting (AGM). Elected Trustees serve for a three-year term and are eligible to stand for a second three-year term, after which they must retire for a minimum of one term.

Trustee vacancies are advertised externally unless there are specific skills FoTHCP are looking for. On occasion, the trustees may identify and approach individuals thought to have the right skills and invite their application to the Board. New Trustees are formally appointed at the AGM.

The trustees may appoint Patrons or other honorary post-holders of the Charity. Such post-holders are honorary only and carry no vote or other rights.

Risk management

FoTHCP's approach to risk management is proactive and integrated into the day-to-day working. The charity maintains a register of risks (governance, operational, financial, environmental) and maintains mitigation controls and contingency plans. Items from the risk register are reviewed quarterly by the board.

Public benefit

The Trustees confirm that they have referred to the guidance in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives, and in implementing current and planning future activities. The Trustees have considered this matter and concluded:

- That the aims of the FoTHCP continue to be charitable;
- That the aims and the work done give identifiable benefits to the charitable sector and both indirectly and directly to individuals in need;
- That the benefits are for the public, are not unreasonably restricted in any way and certainly not by ability to pay; and
- That there is no detriment or harm arising from the aims or activities.

Trustees

The Trustees who served during the reporting period were:

Chair - Frances Humber
Vice Chair - Terry Lytle
Marilyn Baltutis
Helen Conford
Diane Kendall
Doreen Kendall
Mike Keith
Justin Leslie
Toby Sibley
Sigrid Werner

Financial review

Total income for the year amounted to £180,915 (2018: £144,912). There was an increase from 2018 due to a tender won for a Community Cohesion project in green spaces around Tower Hamlets. This has allowed us to employ a third member of staff to lead this project. Total expenditure for the year amounted to £148,047 (2018: £148,716) was similar to the previous year. Expenditure has not yet increased with the new project due to the timings of income received and employment of the new staff member.

Our key concern is to be able to maintain our staff levels, which has increased our visibility across the borough, bought new skills to FoTHCP, and increased awareness of both the Cemetery Park and FoTHCP.

Results of the year

The results of the period and financial position of the charity are shown in the financial statements.

The Statement of Financial Activities shows net expenditure for the year of £32,868 and a total of £88,798 being carried forward.

Tangible fixed assets for use by the charity

Fixed assets are set out in Note 9 to the accounts.

Reserves Policy

The charity receives a modest Service Level Agreement from London Borough of Tower Hamlets. The rest of the costs of the Cemetery Park are covered by the Friends' fundraising via charitable activities and grants. The support costs of the Friends are paid to the minimum and the costs of maintaining the site are very carefully managed. The charity's method of estimating the appropriate level of reserves is aimed at protecting the continuity of the core work. In doing so, the trustees consider: (a) risk to income from grants, voluntary donations and fees in an uncertain financial climate; (b) ability to meet replacement costs of essential equipment; (c) ability to finance immediate opportunity.

The charity aims to maintain unrestricted reserves of a minimum of 6 months of core costs (staff, overheads that would maintain core activities) and 3 months of contingency costs (critical activities that can not be stopped).

The Friends have calculated a minimum target of £39,000 as follows:

Core operating costs (6 months)	£17,000
Contingency costs (3 months)	£12,000
Total:	£39,000

The current unrestricted reserves stand at £63,725 so we are currently meeting our reserve requirement. However, the optimum level of reserves is reviewed on an ongoing basis and at minimum once a year and may increase next year due to additional staff members and increasing operating costs.

Statement of Trustee Responsibilities

The Trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable laws and regulations.

Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of the affairs of the charitable company and of the income resources and application of resources, including the income and expenditure of the charitable company.

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;
- Make judgments and accounting estimates that are reasonable and prudent;
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explain in the financial statements;
- Prepare the financial statements on the going-concern basis, unless it is inappropriate to presume that the charitable group will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006 and the Charities Act 2011. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees confirm that:

- So far as each Trustee is aware, there is no relevant audit information of which the charitable company's auditor is unaware; and
- The Trustees have taken all the steps that they ought to have taken as Trustees in order to make themselves aware of any relevant audit information and to establish that the charitable company's auditor is aware of that information.

Independent Examiner

The Independent Examiner, Anthony Armstrong FCA of Armstrong & Co. has indicated his willingness to be proposed for reappointment.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved and authorised for issue by the Board of Trustees on 12th September 2019.

And signed on behalf of the Trustees by:

Frances Humber

Chair of the Board of Trustees

Legal and administrative information

for the year ended 31 March 2019

Status:

The Friends of Tower Hamlets Cemetery Park is a company limited by guarantee and a registered charity governed by its memorandum and articles of association. The directors of the charity are its trustees for the purpose of charity law and throughout this report have been collectively referred to as the trustees.

Charity name:

The Friends of Tower Hamlets Cemetery Park

Company registration number:

5233566 (England & Wales)

Charity registration number:

1107136

Registered office:

The Soanes Centre
Tower Hamlets Cemetery Park
Southern Grove
London
E34PX

Operations address:

The Soanes Centre
Tower Hamlets Cemetery Park
Southern Grove
London
E34PX

Trustees who held office during the year:

Frances Humber (Chair)
Terry Lyle (Vice Chair)
Marilyn Baltudis
Helen Conford
Diane Kendall
Doreen Kendall
Mike Keith
Justin Leslie
Toby Sibley
Sigrid Werner

Independent Examiner:

Anthony Armstrong FCA
Armstrong & Co
Chartered Accountants & Statutory Auditor
4a Printing House Yard
Hackney Road
London
E2 7PR

Bankers:

National Westminster Bank Plc
166 Camden High Street
London
NW1 0NS
CCLA Investment Management Ltd
COIF Charity Funds
Senator House
85 Queen Victoria Street
London
EC4V 4ET

The Friends of Tower Hamlets Cemetery Park

(A Charity Company Limited by Guarantee, company number 5233566)

Independent Examiner's Report to the Trustees of The Friends of Tower Hamlets Cemetery Park

I report on the accounts of The Friends of Tower Hamlets Cemetery Park for the period from 1 April 2018 to 31 March 2019, which are set out on pages 24 to 33.

This report is made solely to the trustees as a body in accordance with section 145 of the Charities Act 2011 (the Charities Act) and regulations made under section 154 of that Act. My examination has been undertaken so that I might state to the trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the trustees as a body, for my examination, for this report, or for the opinions I have formed.

Respective responsibilities of trustees and examiner

As described on page 22, the trustees (who are also the directors of the company for the purposes of company law) 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 of the Charities Act and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

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

Basis of independent examiner's statement

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 matter has come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006 Act, or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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, or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

I 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.



Anthony Armstrong FCA, Independent Examiner
of Armstrong & Co
Chartered Accountants & Statutory Auditor

4a Printing House Yard
Hackney Road
London E2 7PR

Dated: 12 September 2019

The Friends of Tower Hamlets Cemetery Park

(A Charity Company Limited by Guarantee, company number 5233566)

Statement of Financial Activities

incorporating the income and expenditure account

for the year ended 31 March 2019

		2019			2018
		Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds
	Notes	£	£	£	£
Income from:					
Donations and legacies	3	51,895	23,673	-	75,568
Other trading activities	4	105,262	-	-	105,262
Investments	5	85	-	-	85
Other income	6	-	-	-	-
Total income		157,242	23,673	-	180,915
Expenditure on:					
Charitable activities	7	137,043	11,004	-	148,047
Total expenditure		137,043	11,004	-	148,047
Net income/(expenditure) for the year		20,199	12,669	-	32,868
Net movement in funds		20,199	12,669	-	32,868
Reconciliation of funds:					
Total funds brought forward	13	43,526	12,404	-	55,930
Total funds carried forward	13	63,725	25,073	-	88,798

All incoming resources and resources expended are derived from continuing activities.

The statement of financial activities incorporates an income and expenditure account.

The accompanying accounting policies and notes form an integral part of these financial statements.

The Friends of Tower Hamlets Cemetery Park

(A Charity Company Limited by Guarantee, company number 5233566)

Statement of Financial Position

as at 31 March 2019

	Notes	31 March 2019		31 March 2018	
		£	£	£	£
Current assets:					
Debtors	10	30,263		16,701	
Cash at bank and In hand	11	74,645		61,904	
Total current assets		104,908		78,605	
Creditors: amounts falling due within one year	12	16,110		22,675	
Net current assets/(liabilities)			88,798		55,930
Total net assets			88,798		55,930
The funds of the charity:					
Restricted funds	15		25,073		12,404
Unrestricted funds	15		63,725		43,526
Total charity funds	17		88,798		55,930

The directors are satisfied that the company is entitled to exemption from audit under Section 477 of the Companies Act 2006 and that no member or members have requested an audit pursuant to section 476 of the Act.

The directors acknowledge their responsibilities for:

- ensuring that the company keeps proper accounting records which comply with Section 386 of the Companies Act 2006; and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of the financial year and of its surplus or deficit for the financial year in accordance with the requirements of Section 394 and 395 of the Companies Act 2006, and which otherwise comply with the requirements of this act relating to accounts, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard 102.

The financial statements were approved by the Board of Trustees on 12 September 2019 and signed on its behalf by:



Frances Humber
Chair of Trustees

The notes on pages 27 to 33 form part of these accounts.

The Friends of Tower Hamlets Cemetery Park

(A Charity Company Limited by Guarantee, company number 5233566)

Statement of Cash Flows

for the year ended 31 March 2019

	Notes	2019 £	2018 £
Cash flows from operating activities:			
Net cash provided by/(used in) operating activities	1	12,656	(3,541)
Cash flows from investing activities:			
Dividends, interest and rents from investments		85	39
Net cash provided by/(used in) investing activities		85	39
Change in cash and cash equivalents in the reporting period		12,741	(3,502)
Cash and cash equivalents at the beginning of the reporting period	2	61,904	65,406
Cash and cash equivalents at the end of the reporting period	2	74,645	61,904

Notes to the Cash Flow Statement

	2019 £	2018 £
1) Reconciliation of net income/(expenditure) to net cash flow from operating activities		
Net income/(expenditure) for the reporting period (as per the statement of financial activities)	32,868	(3,804)
Adjustments for:		
Dividends, interest and rents from investments	(85)	(39)
(Increase)/decrease in debtors	(13,562)	(3,857)
Increase/(decrease) in creditors	(6,565)	4,160
Net cash provided by/(used in) operating activities	12,656	(3,541)
	2019 £	2018 £
2) Analysis of cash and cash equivalents		
Cash in hand	74,645	61,904
Total cash and cash equivalents	74,645	61,904

The Friends of Tower Hamlets Cemeter

(A Charity Company Limited by Guarantee, company number 5233566)

Accounting Policies

for the year ended 31 March 2019

Basis of preparation

The financial statements have been prepared in accordance with:

- a) Applicable UK accounting standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)';
- b) 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) - (Charities SORP FRS 102);
- c) the Companies Act 2006.

Public benefit entity

The charitable company meets the definition of a public benefit entity under FRS 102.

Going concern

The charity's income is mainly derived from non self-generated sources, such as grants, service level agreements and other governmental or NGO sources. The trustees consider that there are no material uncertainties about the likelihood that this support will continue, and accordingly, the accounts have been prepared on a going concern basis.

Income recognition

Income is recognised when the company has a contractual or other right to its receipt, it is probable that the income will be received and that the amount can be measured reliably. Income with conditions attached to its receipt is recognised when those conditions have been fulfilled.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

Expenditure recognition

Expenditure is accrued as soon as a liability is considered probable, and the amount of obligation can be measured reliably. The charity is not registered for VAT and accordingly expenditure includes VAT where appropriate.

Expenditure included in Raising Funds includes amounts incurred in obtaining grants and other donations.

Charitable expenditure includes those costs expended in fulfilling the charity's principal objects, as outlined in the Report of the Trustees. These include grants payable, governance costs and an apportionment of support costs.

- Grants payable are payments made to third parties in furtherance of the charity's objects. In the case of an unconditional grant offer this is accrued once the recipient has been notified of the grant award. The notification gives the recipient a reasonable expectation that they will receive the grant. Grants awards that are subject to the recipient fulfilling performance conditions are only accrued when the recipient has been notified of the grant and any remaining unfulfilled condition attaching to that grant is outside of the control of the charity.
- Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to the independent examination and legal fees.
- Rentals under operating leases are charged as incurred over the term of the lease.

Costs are allocated directly to projects where they can be identified as relating solely to that project. Other costs are allocated between the funds based on staff time spent on the fund activities or other appropriate criteria.

Restricted Funds

Restricted funds are to be used for specified purposes as laid down by the funder. Direct and support expenditure which meets these criteria are identified to the fund together with a fair allocation of other costs.

Unrestricted Funds

Unrestricted funds are funds received which have no restrictions placed on their use and are available as general funds.

Designated Funds

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

The Friends of Tower Hamlets Cemeter

(A Charity Company Limited by Guarantee, company number 5233566)

Accounting Policies

for the year ended 31 March 2019

Tangible Fixed Assets

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Computer equipment	- 25% on cost
Furniture & fixtures	- 20% on cost

Investments

Investments are shown in the balance sheet at closing market value. Surpluses or deficits on valuation are credited or charged to the statement of financial activities.

The Friends of Tower Hamlets Cemetery Park

(A Charity Company Limited by Guarantee, company number 5233566)

Notes to the Accounts

for the year ended 31 March 2019

1 Incoming resources

The incoming resources and surplus are attributable to the principal activities of the charity.

2 Net incoming resources

Net incoming resources are stated after charging:

Independent Examiner's fees - reporting service

Independent Examiner's fees - other services

2019 2018

£ £

1,280 1,600

480 480

Trustees' emoluments

- -

Emoluments include salaries, fees, bonuses, expense allowances and estimated non-cash benefits receivable. All trustees serve in a voluntary capacity and do not receive payment for their services.

3 Income from donations and legacies

Donations - individuals

Donations - organisations

Grants

Hosting - general

	Unrestricted	Restricted	2019 Total	2018 Total
	£	£	£	£
	3,953	900	4,853	4,308
	8,534	-	8,534	45,393
	33,811	22,773	56,584	43,975
	5,597	-	5,597	1,905
	<u>51,895</u>	<u>23,673</u>	<u>75,568</u>	<u>95,581</u>

4 Income from other trading activities

Membership - individuals

LBTH SLA

Course fees

Corporate days

Contract income

	Unrestricted	Restricted	2019 Total	2018 Total
	£	£	£	£
	1,737	-	1,737	1,527
	32,100	-	32,100	31,900
	15,193	-	15,193	15,001
	41,382	-	41,382	-
	14,850	-	14,850	-
	<u>105,262</u>	<u>-</u>	<u>105,262</u>	<u>48,428</u>

5 Income from investments

Interest received

	Unrestricted	Restricted	2019 Total	2018 Total
	£	£	£	£
	85	-	85	39
	<u>85</u>	<u>-</u>	<u>85</u>	<u>39</u>

6 Other other income

Insurance claim

	Unrestricted	Restricted	2019 Total	2018 Total
	£	£	£	£
	-	-	-	864
	<u>-</u>	<u>-</u>	<u>-</u>	<u>864</u>

The Friends of Tower Hamlets Cemetery Park

(A Charity Company Limited by Guarantee, company number 5233566)

Notes to the Accounts

for the year ended 31 March 2019

7 Expenditure on charitable activities	Unrestricted	Restricted	2019 Total	2018 Total
	£	£	£	£
Repairs & maintenance	114	2,400	2,514	347
Purchases	5,496	3,748	9,244	18,417
Plants	3,485	749	4,234	2,646
Tools & accessories	4,144	-	4,144	1,481
Volunteers - hospitality	1,553	-	1,553	1,726
Activity leader	3,858	-	3,858	1,996
Green waste	10,624	-	10,624	10,506
Professional tree surgery	-	-	-	2,000
Teaching materials	347	-	347	100
Biodiversity professionals	2,904	-	2,904	2,884
Event - hospitality	1,666	28	1,694	3,007
Publicity - general	2,336	-	2,336	521
Heritage	-	2,579	2,579	-
Staff costs	80,097	1,500	81,597	88,668
Recruitment & training	2,273	-	2,273	471
Soanes office space	4,513	-	4,513	4,234
Provision for bad debts	3,566	-	3,566	-
Computer expense	6,517	-	6,517	5,693
Insurance - other	969	-	969	883
Interest paid	75	-	75	21
Paypal charges	746	-	746	1,035
Accountancy fees	1,760	-	1,760	2,080
	<u>137,043</u>	<u>11,004</u>	<u>148,047</u>	<u>148,716</u>

8 Staff costs	2019	2018
	£	£
Staff salaries	75,228	73,065
Staff social security	4,192	3,822
Staff pensions	2,177	11,781
	<u>81,597</u>	<u>88,668</u>

Average number of employees during the year was:

3	3
---	---

No remuneration was paid to any Trustee or their associates for services as a trustee during the year ended 31 March 2019 nor to 31 March 2018.

Employees paid in excess of £60,000 during the current year and previous year:

None	None
------	------

9 Tangible fixed assets	Computer equipment	Furniture & fixtures	Total
	£	£	£
Cost			
As at 1 April 2018	5,597	727	6,324
As at 31 March 2019	<u>5,597</u>	<u>727</u>	<u>6,324</u>
Depreciation			
As at 1 April 2018	5,597	727	6,324
As at 31 March 2019	<u>5,597</u>	<u>727</u>	<u>6,324</u>
Net book value			
As at 31 March 2019	-	-	-
As at 31 March 2018	-	-	-

The Friends of Tower Hamlets Cemetery Park

(A Charity Company Limited by Guarantee, company number 5233566)

Notes to the Accounts

for the year ended 31 March 2019

10 Debtors: amounts falling due within one year		2019	2018		
		£	£		
Operating debtors		2,382	9,224		
Undeposited funds		476	-		
Staff loans		2,933	2,828		
Prepayments		164	347		
Accrued income		24,308	4,302		
		<u>30,263</u>	<u>16,701</u>		
11 Bank and cash in hand		2019	2018		
		£	£		
CAF reserve account		68,782	64,367		
CAF current account		5,658	(5,600)		
PayPal account		68	2,944		
Petty Cash		137	193		
		<u>74,645</u>	<u>61,904</u>		
12 Creditors: amounts falling due within one year		2019	2018		
		£	£		
PAYE/NIC		4,076	2,577		
Pensions		1,577	10,773		
Accruals		10,457	9,325		
		<u>16,110</u>	<u>22,675</u>		
13 The funds of the charity: current year	Opening balance	Resources arising	Resources utilised	Other movements	Closing balance
	£	£	£	£	£
<u>Restricted funds</u>					
Restricted income funds	12,404	23,673	(11,004)	-	25,073
<u>Unrestricted funds</u>					
General funds	43,526	157,242	(137,043)	-	63,725
	<u>55,930</u>	<u>180,915</u>	<u>(148,047)</u>	<u>-</u>	<u>88,798</u>
14 The funds of the charity: prior year	Opening balance	Resources arising	Resources utilised	Other movements	Closing balance
	£	£	£	£	£
<u>Restricted funds</u>					
Restricted income funds	22,460	20,000	(30,056)	-	12,404
<u>Unrestricted funds</u>					
General funds	37,274	124,912	(118,660)	-	43,526
	<u>59,734</u>	<u>144,912</u>	<u>(148,716)</u>	<u>-</u>	<u>55,930</u>
15 Restricted funds: current period	Opening balance	Incoming resources	Resources expended	Transfers & gains/(losses)	Closing balance
	£	£	£	£	£
Heritage Lottery Fund	6,403	900	4,274	-	3,028
Tower Hill Trust	6,001	-	1,960	-	4,041
Veolia	-	22,773	4,769	-	18,004
	<u>12,404</u>	<u>23,673</u>	<u>11,004</u>	<u>-</u>	<u>25,073</u>

The Friends of Tower Hamlets Cemetery Park

(A Charity Company Limited by Guarantee, company number 5233566)

Notes to the Accounts

for the year ended 31 March 2019

	Opening balance	Incoming resources	Resources expended	Transfers & gains/(losses)	Closing balance
	£	£	£	£	£
16 Restricted funds: prior period					
Goldman Sachs (Grant)	14,764	-	14,764	-	-
Heritage Lottery Fund	7,696	-	1,293	-	6,403
Tower Hill Trust	-	20,000	13,999	-	6,001
	<u>22,460</u>	<u>20,000</u>	<u>30,056</u>	<u>-</u>	<u>12,404</u>

Restricted funds (continued)

Projects financed by restricted funds are supported by unrestricted funding where necessary. This occurs where the funding is in arrears or the incidence of expenditure on the project occurs disproportionately at the beginning of the project compared to the income flows. Where restricted projects end the year with a deficit, this is met by after year-end restricted income or transfers from unrestricted funds.

Heritage Lottery Fund	Funds to support research into the lives of the 204 service personnel who lost their lives during World War One and are recorded on the Commonwealth War Graves Commission War Memorial inside the Park.
Tower Hill Trust	Funds to support infrastructure and facilities development in the Cemetery Park, supported by training opportunities for partner Grounded Ecotherapy, and volunteering opportunities. Funds for the Wild Homes project, improving habitats and providing training in countryside skills. Funds for grass cutting.
Veolia	Funds for the improvement of meadow areas of Tower Hamlets Cemetery Park, Scrapyard Meadows and Ackroyd Drive including training opportunities for volunteers.

	General funds	Designated funds	Restricted funds	Endowment funds	Total
	£	£	£	£	£
17 Net assets attributable to funds: current period					
Current assets	79,835	-	25,073	-	104,908
Current liabilities	(16,110)	-	-	-	(16,110)
Net assets represented by funds	<u>63,725</u>	<u>-</u>	<u>25,073</u>	<u>-</u>	<u>88,798</u>

	General funds	Designated funds	Restricted funds	Endowment funds	Total
	£	£	£	£	£
18 Net assets attributable to funds: prior period					
Current assets	66,201	-	12,404	-	78,605
Current liabilities	(22,675)	-	-	-	(22,675)
Net assets represented by funds	<u>43,526</u>	<u>-</u>	<u>12,404</u>	<u>-</u>	<u>55,930</u>

19 Taxation

The company is a registered charity. Accordingly, it is exempt from taxation in respect of income and capital gains to the extent that these are applied to its charitable objects.

20 Post balance sheet events

There were no significant post balance sheet events.

21 Pension commitments

The charity contributes to employees defined contribution stakeholder pension schemes. The assets of the schemes are held separately from those of the charity in an independently administered fund.

	2019	2018
	£	£
The unpaid contributions outstanding at the year end were:	<u>1,577</u>	<u>10,773</u>

22 Contingent liabilities

The charitable company had no material contingent liabilities at 31 March 2019 nor at 31 March 2018.

The Friends of Tower Hamlets Cemetery Park

(A Charity Company Limited by Guarantee, company number 5233566)

Notes to the Accounts

for the year ended 31 March 2019

23 Related parties

There were no disclosable related party transactions during the year.

24 Transactions with trustees

There were no material transactions with the trustees during the year.

25 Gifts in kind and volunteers

During the year the charitable company benefited from unpaid work performed by volunteers.

26 Major funders

In accordance with Section 37 of the Local Government and Housing Act 1989 the following grants and their purpose is confirmed:

<i>Funder</i>	<i>Project name / Purpose of</i>	
London Borough of Tower Hamlets	Park maintenance and litter picking	£ <u>32,100</u>

27 Company status

The company is limited by guarantee and has no share capital. The guarantors liability in the event the company is wound up is restricted to a maximum of £1 each.