

**Sydenham Garden**  
Trustees' Annual Report  
and  
Financial Statements  
For the year ended 31<sup>st</sup> March 2022

# SYDENHAM GARDEN: TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS

## CONTENTS

	Pages
Trustee Details & Reference	2
Governance	3
Objectives	3-4
Management, Staff & Volunteers	5
Attendance Statistics	5-7
Activities and Achievements	7-8
Financial Review	8-9
Independent Examiner's Report	11
Statement of Financial Activities	12
Balance Sheet	13
Notes to the Financial Statements	14-21

## SYDENHAM GARDEN: TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS

The Trustees present their report for the financial year ending 31<sup>st</sup> March 2022.

This report has been prepared in accordance with the Statement of Recommended Practice Accounting and Reporting for Charities SORP FRS102 and in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small entities. It includes the directors' report as required by company law.

### TRUSTEES AND DIRECTORS

The directors of the charitable company are its Trustees for the purposes of charity law. Throughout these statements the reference to either Directors or Trustees is a reference to both.

The following Directors have served either for the whole or part of the time since 1<sup>st</sup> April 2021:

	Position held / relevant dates
Julia Brandreth	Appointed as Trustee 04/04/19, Chair since 13/06/19, re-elected 13/11/21
Frances Bristow	Appointed as Trustee 12/04/18, Vice Chair since 05/12/19, re-elected 13/11/21
Graeme Thomson	Appointed as Trustee 25/08/17, Vice Chair since 06/12/18 and Company Secretary since 07/12/18
Kehinde Adeogun	Appointed as Trustee 05/08/20, Vice Chair since 02/12/2022
Sir Stephen Michael Bullock	Appointed as Trustee 06/12/18
Maria Devereaux	Appointed 01/08/13, re-elected as Trustee 02/11/19, former Vice Chair; will retire after 9 years at 2022 AGM
Jullen Gordon	Appointed as Trustee 05/08/20
Arthur Ngoka	Appointed as Trustee 29/08/17, re-elected 07/11/20, former Treasurer
Jon Sherman	Appointed as Trustee 05/09/19 and Treasurer since 10/12/19, re-elected 13/11/21
Anne Sykes	Appointed as Trustee 05/07/18
Reginald Arthur Wickings	Appointed as Trustee 12/01/12, retired 13/11/21
Laura Elizabeth Reynolds	Appointed as Trustee 07/11/22
Natasha Victoria Ratter	Appointed as Trustee 07/11/22

**Summary details about the Trustees are set out on the Sydenham Garden website.**

### COMPANY DETAILS AND ADVISERS

#### Reference Details:

**Telephone:** 020 82911650

**Email:** [info@sydenhamgarden.org.uk](mailto:info@sydenhamgarden.org.uk)

**Website:** [www.sydenhamgarden.org.uk](http://www.sydenhamgarden.org.uk)

#### Registered Office

Sydenham Garden Resource Centre  
28a Wynell Road, London, SE23 2LW

#### Independent Examiner

The Carley Partnership  
St James's House  
8 Overcliffe Gravesend, Kent DA11 0HJ

#### Solicitors

Ewings & Co  
148 High Street  
Penge, London, SE20 7EU

#### Bankers

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

**Company Limited by Guarantee**  
Registered in England No. 05291164

**Registered Charity No:** 1108100

# SYDENHAM GARDEN: TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS

## GOVERNANCE

### Governing Document:

Sydenham Garden is a charitable company limited by guarantee and is established under a Memorandum of Association and governed by its Articles of Association.

### Trustee Recruitment and Appointment:

Under the Articles of Association, the Board of Trustees consists of at least six and not more than thirteen individuals. One third (or the number nearest) of the Trustees, excepting those being elected or retiring, must offer themselves for re-election at each AGM, with those longest in office retiring first and the choice between any of equal service being made by drawing lots.

At the AGM in November 2021 Reg Wickings stepped down as a Trustee after the maximum period of nine years. He was a former Treasurer and volunteer and will always be welcome at our sites.

Over the coming period new Trustees will be sought with identified skills and background.

### Trustee Benefit:

Trustees of the Charity do not receive any benefits from their position. Trustees are entitled to reclaim travel and other reasonable expenses incurred in their duties. No Trustees made a claim in the 2021/22 period (20/21: nil). The charity pays for trustee indemnity insurance.

### Trustee Induction and on-going training:

Recruitment and induction procedures for new Trustees are the responsibility of the Chair and Vice Chairs of Trustees. All Trustees are provided with a detailed role description and given informal guidance and support regarding their role from the Chair and Vice Chairs of Trustees. All new Trustees receive a copy of the NCVO Good Trustee Guide. Trustees are encouraged to attend training to help them in their roles.

### Trustees' Responsibilities:

The Trustees are responsible for the strategic direction of the Charity, setting its aims and monitoring progress towards these. Day to day management is delegated to the Director.

### Trustees' Meetings:

The Board of Trustees have met approximately once every month throughout the year in part due to the need to be flexible, resilient and pro-active in delivery of services during the pandemic.

### Trustee Sub-Committees:

During the financial year, two of the three Trustee Sub-Committees met on a regular basis. These Committees are Finance and Governance (Chair: Jon Sherman (previously Graeme Thomson) and Services (Chair: Anne Sykes).

## OBJECTIVES

### Objects:

The objects of the Charity as set out in our governing document are:

*To promote the physical and mental health of the residents of the Boroughs of Lewisham, Bromley and other South London Boroughs, in particular by providing:*

*(a) a community garden where horticulture is used for therapy and rehabilitation;*  
*(b) the protection and preservation of the environment for the benefit of the public by the conservation or promotion of biological diversity through:*

*(i) the provision, conservation, restoration or enhancement of the natural habitat in Sydenham Garden;*

## SYDENHAM GARDEN: TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS

*(ii) the maintenance or recovery of a species in its natural habitat in Sydenham Garden.*

*(c) opportunities for training for work and education; and*

*(d) opportunities for artistic and creative expression*

### **Mission Statement:**

Sydenham Garden aims to transform lives through therapeutic activities, enabling people to move forward in a supportive community environment. We aspire to be a diverse, inclusive, sustainably funded, quality assured organisation. We will continue to develop a range of high quality and inspiring activities and opportunities for the local community; primarily those experiencing mental ill health or other significant illness.

### **Public Benefit:**

To achieve our objects, Sydenham Garden provides services to the people of Lewisham, Bromley and other South London boroughs that provide improvements to their mental health, physical health, quality of life and opportunities for social interaction.

Sydenham Garden's Trustees confirm that the activities of the Charity are carried out in line with its objects, for the benefit of the public, and the impact of our work on our beneficiaries is a key criterion when deciding what activities to undertake and how best to achieve our mission. Sydenham Garden's Trustees therefore confirm that they have complied with the duty in section 4 of the Charities Act 2006 to have due regard to the public benefit guidance published by the Charity Commission in determining the activities undertaken by the Charity.

Our current 3-year plan ran to summer 2022. However, aspects of this plan were paused due to the uncertainties created by Covid-19 and the consequent changes in services delivery and funding outlook. An addendum to the 3-year plan was developed in 2021 with objectives for the year 2021-22. Objectives were agreed as follows:

1. To develop Sydenham Garden services to reach a larger cohort of co-workers through provision of in-person and online groups and clubs.
2. To solidify and diversify Sydenham Garden funding capacity through increased grant funding and exploration of increased corporate, social enterprise and community fundraising.
3. To increase Sydenham Garden's diversity at all levels in the organisation.

Trustees agreed to roll over these objectives for the year 2022-23 alongside plans to develop a new 3-year strategy to be delivered from 2023-24.

Over the past year, the priority has been to resume in-person service delivery.

During the year we completed reports for our funding from Lewisham Council and our ongoing contracts with Lewisham Community Wellbeing and Lewisham Dementia Support Hub. We also conducted four co-worker focus groups in order to better understand the impact of our services and how we can develop and improve our services. The summary report concluded:

- *Sydenham Garden is offering something unique and is not duplicating other local mental health services.*
- *The impact of Sydenham Garden's work on social isolation is clearly evident and takes effect early in a co-worker's placement.*
- *Covid-19 has impacted on co-workers' mental health and their experience of Sydenham Garden. Many co-workers are keen that Sydenham Garden return to offering what they did pre- the pandemic (e.g., longer sessions, shared lunches, cooking food grown on the De Frene site etc).*
- *The main feedback on what Sydenham Garden could be doing differently is more of the same – more sessions on more days.*
- *Even at the beginning of their placement, co-workers feel anxious about the end, and what happens next. The existence of the transitions support helps to ameliorate this anxiety.*

# SYDENHAM GARDEN: TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS

## MANAGEMENT, STAFF AND VOLUNTEERS

### Staff:

- Coralie Hopwood resigned as Director on 30 April 2021.
- Jermaine Bennett took on the role as interim Director from 30 April 2021 until 15 November 2021 when he resumed his role as Head of Services.
- Sekha (formerly Kevin) Hall took on a new role as Environment Education and Biodiversity Officer on 1 June 2021 having been Therapeutic Session Leader.
- Luitas Fifield joined as Grounds and Grower Assistant on 5 July 2021 under the Government Kickstart Scheme and left on 8 December 2021.
- Becky Kelly joined as Fundraising Officer on 5 July 2021.
- Lauren Achille-Dillon joined on 5 July 2021 as Administration Assistant under the Government Kickstart Scheme and left on 31 March 2022.
- Beth Jaichand joined as Director on 15 November 2021.
- Penny Jones joined as a Sessional Worker on 22 February 2022.

Other staff whose employment continued in 2021-22 are: David Lloyd, Growing Lives Project Coordinator; Rose Pickering, Dementia Project Lead; Steve Prowse, Business and Premises Manager; Charlotte Dove, Garden Project Lead; Joanna Vallis, Art & Craft Project Lead; Rachael Tyndall, Outreach and Development Worker; Rosie Hollands, Dementia Project Deputy; Verity Wong, Art & Craft Project Assistant; Lauren Goddard, Garden Project Assistant; Jane McKay, Growing Lives Project Deputy; Richard Whittington, Sessional Worker; Inma Anido, Sessional Worker; and Vinay Thakrar, Sessional Worker. Paid hours totalled approximately 20,236 (Prior year: 16,210 hours).

The Trustees acknowledge and are very grateful for the enormous contribution and professionalism of the staff, past and present, to the work of the Charity, not least continuing to adapt service delivery and working practices as a result of Covid-19.

### Volunteers:

Our volunteers are crucial to Sydenham Garden's operations; the Trustees and staff record their gratitude for their time and effort. We had 65 people volunteering regularly for the Charity in 2021-2022, contributing on average 3 hours per week. This results in over 10,000 volunteer hours over the year.

### ATTENDANCE STATISTICS (GROUPED):

The table below shows the number of referrals and number of co-workers attending at least one session during the year, with data four previous years shown for comparison. The diversity data for our co-workers during the year is also presented. Data for 2020 – 2021 is not available as a result of Covid interrupting normal services.

	2021-22	2019-20	2018-19	2017-18	2016-17	
<b>Number of Referrals</b>	258	318	441	313	421	
<b>Number of people attending at least one session</b>	180	228	378	354	349	

**SYDENHAM GARDEN: TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS**

<b>Co-worker ethnicity</b>	<b>2021-22</b>	<b>2019-20</b>	<b>2018-19</b>	<b>2017-18</b>	<b>2016-17</b>	<b>Lewisham 2011 Census</b>
White	47%	65%	58%	58%	60%	54%
Mixed	3%	4%	12%	5%	11%	7%
Asian	7%	4%	9%	5%	4%	9%
Black or Black British	22%	21%	16%	27%	19%	27%
Other	2%	0%	2%	3%	2%	3%
Preferred not to say	7%	5%	2%	2%	2%	
Not Indicated	12%	1%	1%	0%	2%	
<b>Co-worker gender</b>	<b>2021-22</b>	<b>2019-20</b>	<b>2018-19</b>	<b>2017-18</b>	<b>2016-17</b>	<b>LBL website 2013</b>
Female	61%	61%	50%	57%	54%	52%
Male	34%	37%	50%	42%	43%	48%
Transgender	1%	0%	0%	0%	0%	
Other	1%	0%	0%	0%	0%	
Preferred not to say	1%	1%	0%	1%	2%	
Not indicated	2%	1%	0%	0%	2%	
<b>Co-worker Age</b>	<b>2021-22</b>	<b>2019-20</b>	<b>2018-19</b>	<b>2017-18</b>	<b>2016-17</b>	
18-24	3%	2%	2%	4%	4%	
25-34	12%	24%	19%	12%	13%	
35-44	14%	11%	10%	6%	9%	
45-54	17%	32%	21%	16%	18%	
55-64	13%	25%	14%	16%	14%	
65-74	13%	3%	9%	6%	7%	
75+	18%	3%	23%	39%	34%	
Preferred not to say	0%	0%	1%	1%	1%	
Not indicated	10%	0%	1%	0%	2%	
<b>Co-worker sexual orientation</b>	<b>2021-22</b>	<b>2019-20</b>	<b>2018-19</b>	<b>2017-18</b>	<b>2016-17</b>	
Heterosexual	64%	80%	80%	79%	77%	
Gay/Lesbian	3%	7%	2%	1%	5%	
Bisexual	4%	3%	3%	1%	3%	
Other	2%	1%	2%	2%	0%	
Preferred not to say	11%	8%	12%	11%	1%	
Not indicated	16%	1%	1%	6%	0%	
<b>Co-worker Disability</b>	<b>2021-22</b>	<b>2019-20</b>	<b>2018-19</b>	<b>2017-18</b>	<b>2016-17</b>	
Yes	63%	60%	50%	65%	47%	
No	1%	22%	34%	25%	36%	

## SYDENHAM GARDEN: TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS

Preferred not to say	3%	11%	14.50%	6%	12%	
Not indicated	33%	7%	1.50%	4%	5%	
<b>Co-worker Religion</b>	<b>2021-22</b>	<b>2019-20</b>	<b>2018-19</b>	<b>2017-18</b>	<b>2016-17</b>	<b>Lewisham 2011 census</b>
Christian	36%	44%	47%	61%	62%	53%
Buddhist	2%	1%	1%	3%	1%	1%
Hindu	0%	0%	3%	0%	2%	2%
Muslim	2%	1%	4%	4%	1%	6%
Jewish	1%	1%	0%	0%	0%	0%
Sikh	0%	0%	0%	0%	1%	0%
No Religion	17%	35%	30%	18%	21%	27%
Other	10%	7%	4%	3%	3%	1%
Preferred not to say	13%	9%	9%	9%	8%	
Not indicated	19%	2%	2%	2%	1%	9%

The trustees are committed to Sydenham Garden becoming an organisation that reflects the diversity and ethnicity of the community around them.

### ACTIVITIES AND ACHIEVEMENTS

During the year, Sydenham Garden has run the following weekly sessions:

Adult Mental Health:

- Garden groups x 3
- Art & Craft groups x 3
- Wellbeing Wanderers walking group x 1
- African Caribbean group x 1
- Growing Lives groups x 6

Dementia:

- Sow & Grow groups x 3
- Growing Together group x 1 (12 week programme)

School sessions:

- Brent Knoll specialist school sessions x 4

Clubs:

- Wild Walks Club – a walking group
- Wildlife Club – a club to enjoy and learn about wildlife
- Knitting Club – a club to enjoy knitting

Adult Mental Health groups are run for people recovering from ill-health in Lewisham and the surrounding boroughs. People can be referred to us through Lewisham Community Wellbeing, by secondary mental health services, or via primary care services from other boroughs. All groups have social, therapeutic, creative and training based activities at their core.

The Sow & Grow groups are for people in the early stages of Dementia and the Growing Together groups are for people in the early stages of Dementia and their carers. People are referred to these projects by the Lewisham Dementia Support Hub. Groups also have social, therapeutic and creative activities at their core, and underpin the activities with Cognitive Stimulation Therapy (CST), which is an evidence-based approach to treating dementia.



## SYDENHAM GARDEN: TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS

School sessions are delivered to four classes (aged between 6 and 18) of Brent Knoll specialist school on a weekly basis.

Clubs are led by a staff member or volunteer and are open to all current and ex-co-workers as well as other staff and volunteers.

During the year, we resumed all our in-person services following the winter 2020-21 Covid-19 lockdown. We also continued running the online groups we had initiated during previous Covid-19 lockdowns. Our online groups came to an end in June 2022 as we began to focus solely on in-person delivery again. We continued to monitor the Covid-19 pandemic during the year and paused sessions for our Sow & Grow groups during January 2022 in order to monitor the Omicron variant outbreak before resuming sessions for these groups. We received 258 total referrals during the year and 180 co-workers attended at least one session.

During the year we secured funding from the Enterprise Development Programme (EDP) to develop a flower farm social enterprise from our De Frene site. The programme has provided both financial and technical support to enable us to establish systems, including a website and marketing plan to sell fresh, locally produced cut flowers to local florists. The Flower Farm also gives our co-workers an opportunity to participate in growing flowers for sale as part of our Growing Lives social and therapeutic horticultural project, and provides a small income stream to support our services for co-workers.

We were pleased to resume events, corporate days and premises hire during the year after these activities were stopped during the Covid-19 pandemic. We held two plant sales, two corporate days, which help us to do required work on our sites while generating a small income and resumed premises hire.

### FINANCIAL REVIEW

The Trustees present their financial review for the financial year ending 31<sup>st</sup> March 2022.

During the year Sydenham Garden depended on grants, donations and contracts from external organisations, which were agreed based on our achieving agreed targets and outcomes or conducting specified activities. These represented 41% (2021: 59%) of our total income and the individual sources of these restricted funds are detailed in note 8. These funds were supplemented with unrestricted monies raised mainly by membership subscriptions, donations, Covid-support funds, and Service Delivery contracts. Other income came from school sessions and educational visits, facilitation fees, the sale of items made or grown in sessions, plant sale events and rental income.

Total income during 2021-2022 amounted to £362k compared with £484k in 2020-21. This decrease is partly due to a decrease in overall one-off Covid-related grant income from that received in the prior year but for which costs were incurred in 2021-22, partly offset by an increase in session and facilitation fees, fundraising events and rental income. During the year, various grants came to an end and new grants were secured. Overall, this led to a cumulative £131k decrease in grant income.

New one-off funding came from The John Swire 1989 Charitable Trust (£15k) to fund creative activity through our Art & Craft sessions; and The McCarthy Stone Charitable Foundation (£5k) and The Lee Charity of William Hatcliffe (£3.9k) for our Dementia project. Funds were received from The MacRobert Trust (£10k) and The D'Oyly Carte Charitable Trust (£3.5k) relating to therapeutic sessions at our market garden De Frene site. In addition, we received grants from The Beatrice Laing Trust (£2k) for garden furniture; Social Investment Business Limited (£12.2k) to assist with establishing a flower farm business at our De Frene site; London Borough of Lambeth Government Kickstart funds (£13.8k) to support and employ young people; and London Borough of Lewisham funds (£29.4k) to assist and survive Covid-19 which covered core expenses and staff costs.

There was continued funding from The Mercers' Company and Hu-Shen Charitable Trust for our Dementia project; the Maudsley Charity for our Transitions project; Groundwork London Walking and

## SYDENHAM GARDEN: TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS

Cycling grant for our Walking Group project; The Henry Smith Charity to fund our Head of Services staff position and associated costs; and The Leathersellers' Charitable Fund to assist with all projects. Funds also continued to be received under the Service Delivery contract with Bromley, Lewisham and Greenwich Mind and the Main Grant Programme and Social Prescribing Service Contract from Lewisham Council.

Session fees, produce sales, fundraising events and rental all increased in the year (total increase £10k) due to the gradual return to on-site services and to the full opening of our sites in August 2021. This enabled us to offer venue hire and to host plant sales to augment income.

Lights were added to the shelter at the Wynell Road entrance gate and a display case acquired for the Wynell Resource Centre. Two laptops were bought for new staff and a new broadband router installed as part of our upgraded telephone system. All items were funded by our unrestricted reserves.

Our financial position in 2021-22 has decreased with an overall loss of £86k. This is partly due to the end of long-term funding in the year from the Big Lottery Fund – Reaching Communities for the Growing Lives project and to the one-off unrestricted Covid-19 support income received in the previous year.

Our Balance Sheet reserves have decreased from £782k to £696k. Approximately 61% of these net assets are attributable to our tangible fixed assets. These are principally the Wynell Road Resource Centre main building, Greenhouse, path, Wynell entrance shelter, buggy and related items as well as the De Frene Road Growing Lives Hub Building, greenhouse and related assets, all majority funded by restricted grants (see Note 8).

Our net current assets funds carried forward as at 31st March 2022 decreased from £225k to £208k (unrestricted) and from £95k to £47k (restricted). The fall in reserves is principally due to the end of long-term funding and the non-repeat of Covid 19 support funds as detailed above. An additional designated special fund of £19k (2021: £16k) was maintained in the year to help fund future costs arising from the plans to widen our service delivery methodology and to examine potential expansion. See Note 11 for a summary of the split of net assets between reserves.

The Trustees have continued with a policy of maintaining an unrestricted reserve of at least six months operating costs (approximately £224k in the 21/22 financial year), which they consider remains appropriate given the challenges and uncertainties facing the charity.

As at 30 September 2022 our total reserves were £286,743, of which unrestricted were £233,026 and restricted were £53,718. As is common with charities of a similar size, further funding will be required to meet future plans and, as set out below, grant applications are being made on a regular basis. The Trustees are confident that their plans for 2022/23 can be met, without a change in policy from existing resources.

### **Progress since the end of the year:**

Two new staff members have joined the team since the end of the year, three staff members changed roles as part of a restructure and one staff member has resigned:

- Kenton Brown joined the staff team in the position of Flower Farm Enterprise Assistant on a fixed term contract from 4 May to 30 September 2022.
- Vani Niranjana joined the staff team in June 2022 as Finance Manager, replacing Sue Moye, Finance Officer, who retired in July 2022.

The Trustees would particularly wish to record thanks to Sue Moye, who has been the Finance Manager for over 15 years who retired in July 2022, for her unstinting work on behalf of the organisation.

## SYDENHAM GARDEN: TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS

- Owing to end of funding streams, the positions of Art & Craft and Garden Project Assistants and Growing Lives Project Deputy were deleted at the end of June 2022. New positions of Culturally Diverse Communities Community Engagement and Peer Support Worker x 2 and Project Delivery Worker were created and Verity Wong, Lauren Goddard and Jane McKay redeployed into these roles respectively from 1 July 2022.
- Verity Wong resigned from her post as Culturally Diverse Community Engagement and Peer Support Worker and left the organisation on 6 September 2022. Jane McKay was redeployed into this post and the Project Delivery Worker post was removed

In total, we currently have 17 members of staff

In July 2022, we started a new Practical Organic Gardening group, which allows co-workers to gain a horticultural qualification accredited by the Open College Network (OCN). We also started a Young Adult project in July 2022, part of BLG Mind's Culturally Diverse Communities programme.

We have secured £10k (unrestricted) and £8k (restricted) of unbudgeted additional funds to date (as at September 2022). We have funding applications totalling £120,000 currently being considered by a variety of funders. In addition, all secured grants and Service Agreement funds continue to be received such that 100% of 22/23 projected grant income for the year has been secured. It is anticipated that all budgeted unrestricted income (rent, donations, fundraising events, session fees and session produce sales) will be received in full. Costs are currently under budget and we are confident the future of Sydenham Garden remains sustainable but acknowledge that there continues to be much work to be done in securing its long term future.

### **Banking Arrangements:**

CAF Bank remains our banker. Funds are placed in the Gold Savings account with an arrangement that a balance of £1,000 is maintained in our current account at the end of each day.

### **Accountants**

The Carley Partnership was re-appointed as the charitable company's accountants at the last AGM. A resolution to re-appoint The Carley Partnership for the ensuing year as independent examiner will be proposed at the 2022 AGM.

The report has been prepared having taken advantage of the small companies exemption in the Companies Act 2006

Approved by the Trustees on 23<sup>rd</sup> November 2022 and signed on their behalf by:



Julia Brandreth (Chair)

## SYDENHAM GARDEN: TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS

### INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF SYDENHAM GARDEN FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2022

I report to the charity trustees on my examination of the accounts for the year ended 31<sup>st</sup> March 2022 which are set out on pages 14-24.

#### Respective responsibilities of trustees and examiner

The Charity's Trustees and also its directors for the purposes of company law are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act"). They consider that an audit is not required for this year under Section 144 of the Charities Act 2011 ("the 2011 Act") and that they are eligible for an independent examination.

It is my responsibility to:

- examine the accounts (under S145 of the 2011 Act)
- follow the procedures laid down in the General Directions given by the Charity Commissioners (under S145(5)(b) of the 2011 Act): and
- 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 Commissioners. 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 you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit; and consequently I do not express an audit opinion on the view given by the accounts.

#### Independent Examiner's Statement

In connection with my examination, I confirm that no material matters have come to my attention giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act: or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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
4. 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.

Tanja Lawes FCA,  
**The Carley Partnership,**  
**Chartered Accountants**

*St James's House  
8 Overcliffe  
Gravesend, Kent,  
DA11 0HJ*

Date: \_\_\_\_\_ 2022

**SYDENHAM GARDEN: TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS**

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2022)**

**COMPANY REGISTRATION NUMBER 05291164**

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total 2022</b>	<b>Total 2021</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Income from:</b>				
<i>Donations and legacies</i>				
Donations	14,154		14,154	12,255
Membership subscriptions	1,185		1,185	4,383
<i>Charitable Activities</i>				
Grants received	178,871	149,538	328,409	459,300
Session fees	9,297		9,297	5,675
Session Produce Sales	2,061		2,061	1,040
<i>Other trading activities</i>				
Fundraising and publicity	2,389		2,389	1,149
Rental	4,479		4,479	0
<i>Investment Income</i>				
Bank Interest received	51		51	156
<i>Other</i>				
Profit on sale of assets	0		0	0
<b>Total Income</b>	<b>212,487</b>	<b>149,538</b>	<b>362,025</b>	<b>483,958</b>
<b>Expenditure on:</b>				
Raising funds	9,844	0	9,844	3,044
Charitable Activities	216,982	220,961	437,943	392,555
<b>Total Resources Expended (see note 17)</b>	<b>226,826</b>	<b>220,961</b>	<b>447,787</b>	<b>395,599</b>
<b>Net movement in funds (see note 10)</b>	<b>(14,339)</b>	<b>(71,423)</b>	<b>(85,762)</b>	<b>88,359</b>
<b>Reconciliation of funds</b>				
Total funds brought forward	298,242	483,265	781,507	693,148
Transfer between funds	0	0	0	0
<b>Total funds carried forward</b>	<b>283,903</b>	<b>411,842</b>	<b>695,745</b>	<b>781,507</b>

All of the above results are derived from continuing activities.

# SYDENHAM GARDEN: TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS

## BALANCE SHEET AS AT 31ST MARCH 2022

	Notes	2022	2021
		£	£
<i>Fixed Assets:</i>			
Tangible assets	4	421,551	445,346
<i>Current Assets:</i>			
Debtors	5	29,325	51,454
Cash at bank and in hand		253,801	293,250
		<b>283,126</b>	<b>344,704</b>
<i>Liabilities:</i>			
Creditors: Amounts falling due within one year	6	(8,932)	(8,543)
<b>Net Current Assets</b>		<b>274,194</b>	<b>336,161</b>
<b>Total Assets Less Current Liabilities</b>		<b>695,745</b>	<b>781,507</b>
Creditors: Amounts falling due after more than one year		0	0
<b>Net Assets</b>		<b>695,745</b>	<b>781,507</b>
<i>Represented by:</i>			
General Unrestricted funds	11	265,259	282,598
Designated Special Unrestricted fund	9	18,644	15,644
<b>Total Unrestricted funds</b>		<b>283,903</b>	<b>298,242</b>
Restricted funds - tangible assets	8	364,166	388,088
Restricted funds	8	47,676	95,177
<b>Total funds</b>		<b>695,745</b>	<b>781,507</b>

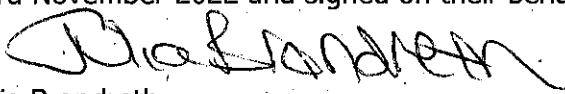
For the year ending 31<sup>st</sup> March 2022 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

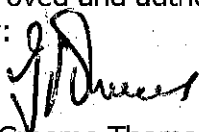
The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Companies Act 2006 with respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements on pages 14-24 were approved and authorised for issue by the Trustees on 23rd November 2022 and signed on their behalf by:

  
Julia Brandreth  
Chair

  
Graeme Thomson  
Deputy Chair

# SYDENHAM GARDEN: TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2022

### 1. Accounting Policies

The financial statements have been prepared under the historical cost convention and in accordance with FRS 102, the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP FRS 102), applicable accounting standards and company law. The charity is a public benefit entity. The principal accounting policies adopted in the preparation of the financial statements are as follows:

#### Incoming Resources

Charitable trading activities: income is included in the period in which the Charity is entitled to its receipt.

#### Donations and Grants

Income from donations and grants is included in incoming resources when these are receivable. Income is also included when the charity is entitled to it, when it is probable it will be received, and the amount can be measured reliably. The exception is as follows:

When donors impose conditions which have to be fulfilled before the Charity becomes entitled to use such income, the income is deferred and not included in incoming resources until the pre-conditions for use have been met.

#### Resources Expended

Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT which cannot be recovered. All support costs are included under "charitable activities" rather than apportioned between each of the charity's activities (such as fundraising), as such an apportionment would result in small, immaterial amounts attributable to non-charitable activities. The costs and time involved of calculating such an apportionment would vastly outweigh the usefulness of doing so.

#### Pension Costs

The Charity participates in a defined contribution scheme.

#### Tangible Fixed Assets

Tangible Fixed Assets are depreciated by reference to their estimated useful lives. The rates are:

IT and garden furniture, garden equipment, bee hives, water tank, floodlights and bicycle	33%	straight line basis
Canopy sail and water irrigation system	20%	straight line basis
Other equipment, fencing, buggy, heat source pump, PV panels, air conditioning, greenhouse electrics and office furniture	10%	straight line basis
De Frene greenhouse, hub, education hub, compost toilet, solar kit, path shelter and sheds	10%	straight line basis
Wynell Road Garden Buildings	Length of lease	straight line basis
De Frene Lease	Length of lease	straight line basis

#### Funds Accounting

Funds held by the Charity are either:

- Unrestricted - these are funds which can be used in accordance with the charitable objects at the discretion of the Trustees.
- Designated Unrestricted – The trustees intend to investigate expansion of services and physical space.
- Restricted - these are funds that can only be used for particular restricted purposes within the objects of the Charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

## SYDENHAM GARDEN: TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS

### 2. Legal Status of the Charity

The Charity is a private company limited by guarantee incorporated in England and Wales. The liability of each member in the event of a winding up is limited to £1. Its registered office and business address is Sydenham Garden Resource Centre, 28A Wynell Road, London, SE23 2LW.

### 3. Staff and Pension Costs

	2022	2021
Gross wages and salaries	£300,047	£255,276
Employers NI	£18,865	£16,541
Pension costs	£16,621	£14,947
	<b>£335,533</b>	<b>£286,764</b>

No employee received emoluments of over £60,000 during the year (2021: nil). No trustee received any remuneration.

The average number of employees in the year was 18 (2021: 16). The equivalent full time number of employees was 10 (2021: 8)

The Charity operates a defined contribution pension scheme for the benefit of employees. Contributions payable by the Charity for the period were £16,621 (2021: £14,947). An amount of £1,910 was payable at the year-end in respect of pension contributions (2021: £1,789).

### 4. Tangible Fixed Assets

	Land and Buildings	Equipment & Furniture	Total
<b>Cost</b>	<b>£</b>	<b>£</b>	<b>£</b>
At 1st April 2021	594,294	63,941	658,235
Additions	816	3,124	3,940
Disposals	0	0	0
<b>At 31st March 2022</b>	<b>595,110</b>	<b>67,065</b>	<b>662,175</b>
<b>Depreciation</b>			
At 1st April 2021	170,983	41,906	212,889
Charge for the year	22,120	5,615	27,735
Disposals	0	0	0
<b>At 31st March 2022</b>	<b>193,103</b>	<b>47,521</b>	<b>240,624</b>
<b>Net Book Value</b>			
At 31 <sup>st</sup> March 2021	423,311	22,035	445,346
<b>At 31<sup>st</sup> March 2022</b>	<b>402,007</b>	<b>19,544</b>	<b>421,551</b>



## SYDENHAM GARDEN: TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS

### 5. Debtors

	2022	2021
	£	£
Grant receivable	17,040	37,243
Prepayments	7,235	5,389
Other debtors	2,050	2,822
Accrued Income: donation	3,000	6,000
<b>Total</b>	<b>29,325</b>	<b>51,454</b>

### 6. Creditors: Amounts falling due within one year

	2022	2021
	£	£
Trade creditors	3,800	4,372
Deferred Income	931	610
Other creditors	2,910	2,389
Loan repayable	0	0
Accruals	1,291	1,172
<b>Total</b>	<b>8,932</b>	<b>8,543</b>

Deferred income relates to rental income received in the year but relating to 31<sup>st</sup> March 2023.

### 7. Commitments:

The Charity has a commitment to the National Allotments Society that expires within 986 years in respect of the lease of allotment land at De Frene Road Allotments, De Frene Road, Lewisham, London SE26, from and including 1<sup>st</sup> January 2010, to and including 31<sup>st</sup> December 3008. The lease was acquired for a premium of £3,250 with rent of £150 a year payable in advance on 1<sup>st</sup> January every year. Rent will be doubled with effect 1<sup>st</sup> January 2060 and again every 150 years after that. The total amount payable to the end of the lease in 3008 is £3,781,350. The charity is obliged to notify the Landlord within one month if they vacate, dispose to another party, or cease operations, or if there are any other circumstances in which the lease ceases to be invested in the Charity. A reasonable fee of at least £50 is payable on notification.

The Charity also holds a lease from Lewisham Council on the Queenswood Road Nature Reserve, accessed from Wynell Road, the site of the Sydenham Garden Resource Centre which expires on 26<sup>th</sup> September 2042. A peppercorn rent was payable per annum if demanded for the first ten years to 26<sup>th</sup> September 2017. For the next five years and subsequent five-year periods, either rent is payable based on that for the immediately preceding period or at open market value. To date, no amount has been specified by Lewisham Council. The Charity can vacate the lease on written notice being given to the Landlord within at least six months of vacation.

The Charity entered into a new hire agreement with Pitney Bowes Finance Limited in April 2022 for the hire and maintenance of the franking machine until May 2027. After renegotiation of the lease, £269 is payable each year in quarterly amounts of £67. The total amount payable to the end of the agreement is £1,346

**SYDENHAM GARDEN: TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS**

**8. Movement in restricted funds**

		<b>Balance 1.4 2021</b>	<b>Incoming Resources</b>	<b>Outgoing Resources</b>	<b>Fixed assets Acquired</b>	<b>Balance 31.3 2022</b>
		£	£	£	£	£
<i>Funds held as cash and debtors:</i>						
a)	Art Project costs	3,982	15,000	(15,514)		3,468
b)	Staff support costs	0	2,120	(2,120)		0
c)	Director and Head of Services Salaries including overheads	18,046	60,000	(62,095)		15,951
d)	Social enterprise	0	12,200	(9,935)		2,265
e)	De Frene Growing Lives Fund	35,834	13,500	(45,834)		3,500
f)	Garden Fund	504	2,000	(92)		2,412
g)	Dementia Sow & Keep Growing sessions and overheads	18,772	31,453	(30,145)		20,080
h)	Walking Group costs	5,000	684	(5,684)		0
i)	Covid Support funds	12,281	0	(12,281)		0
j)	Transitions funds	758	12,581	(13,339)		0
<b>Sub-total – cash and debtors</b>		<b>95,177</b>	<b>149,538</b>	<b>(197,039)</b>		<b>47,676</b>
<i>Funds held as tangible assets:</i>						
k)	Wynell Greenhouse	29,354		(1,365)		27,989
l)	Office and IT equipment	4,652		(2,288)		2,364
m)	Garden Resource Centre building	292,261		(14,476)		277,785
n)	Garden Resource Centre fixtures & fittings	567		(25)		542
o)	Tools and Equipment	974		(45)		929
p)	De Frene Greenhouse including stove	2,993		(745)		2,248
q)	De Frene compost toilet	3,189		(672)		2,517
r)	Garden shed	375		(95)		280
s)	De Frene Equipment	3,384		(660)		2,724
t)	De Frene Hub building	11,664		(1,929)		9,735
u)	De Frene Education Hub	1,433		(196)		1,237
v)	Buggy	7,679		(950)		6,729
w)	Path	25,000				25,000
x)	Shelter	4,563		(476)		4,087
<b>Sub-total (tangible assets)</b>		<b>388,088</b>		<b>(23,922)</b>		<b>364,166</b>
<b>TOTAL RESTRICTED RESERVES</b>		<b>483,265</b>	<b>149,538</b>	<b>(220,961)</b>		<b>411,842</b>

## SYDENHAM GARDEN: TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS

### The providers of the above funds in note 8 are as follows:

- a) Merchant Taylors' Company and John Swire 1989 Charitable Trust.
- b) London Borough of Lambeth regarding support costs for temporary employees under the Kickstart employment Scheme.
- c) The Henry Smith Charity.
- d) Social Investment Business Limited – Enterprise Development Programme. The funds relate to establishing a Flower Farm Enterprise whereby session personnel and staff grow produce for external customers.
- e) Big Lottery Fund Reaching Communities, The MacRobert Trust and The D'Oyly Carte Charitable Trust. The funds provide weekly therapeutic and vocational sessions based at our market garden De Frene site.
- f) Friends of Sydenham Garden and individual Donors Pond appeal and The Beatrice Laing Trust. The funds relate to the refurbishment of the pond and providing garden furniture.
- g) Hu-Shen Charitable Trust, The Mercers' Company, Independent Age Grant fund, The Jack Nathan Memorial Fund, The McCarthy Stone Charitable Foundation, The Lee charity of William Hatcliffe and the Michael Dufton Memorial & Dementia Fund. The funds are to provide weekly therapeutic sessions for people with early dementia.
- h) Groundwork London Walking and Cycling grant to provide regular health promoting walks.
- i) The Tudor Trust and The National Lottery Community Fund. The monies are to assist with adapting to and surviving Covid 19 including funds for home working equipment, staff wellbeing courses, core expenses and staff costs.
- j) Maudsley Charity which provides funds to assist our users to find further assistance and services once they have completed their period at Sydenham Garden.

### The funders of the above tangible assets are as follows:

- k) Friends of Sydenham Garden and individual Donors Greenhouse appeal, Horniman Museum, the Heritage Lottery Fund
- l) Big Lottery Fund - Reaching Communities, London Borough of Lewisham – Communities that Care, London Borough of Lewisham – Positive Ageing Council Fund, Mrs Smith & Mount Trust, The Mercers' Company, The Beatrice Laing Trust, The Clothworkers' Foundation, The National Lottery Community Fund.
- m) The Harold Hyam Wingate Foundation, Guys & St Thomas' Charity – PCT Development Fund, London Borough of Lewisham, Garfield Weston Foundation, The Clothworkers' Foundation, The Coutts Charitable Trust, The MacRobert Trust, The worshipful Company of Goldsmiths, Friends of Sydenham Garden and Individual Donors Building Appeal, The Percy Bilton Charity, Beatrice Laing Trust, The Tudor Trust, The Trusthouse Charitable Foundation, The Wolfson Foundation, The Henry Smith Charity, City Bridge Trust, London Borough of Lewisham Energy Fund, combined contribution from South London and Maudsley NHS Foundation Trust and NHS Lewisham and London, South London and Maudsley NHS Trust Charitable Funds
- n) South London and Maudsley NHS Trust Charitable Funds

## **SYDENHAM GARDEN: TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS**

- o) The Access to Volunteering Fund
- p) London Borough of Lewisham – Social Enterprise, Big Lottery Fund - Awards for All, Big Lottery Fund - Reaching Communities
- q) Big Lottery Fund - Awards for All, Co- Operative Membership Community Fund, Veolia Environmental Trust, Big Lottery Fund – Reaching Communities
- (r) Big Lottery Fund - Reaching Communities, Friends of Sydenham Garden and individual Donors Pond appeal
- s) Big Lottery Fund - Reaching Communities, Evans Cornish foundation and London Groundwork
- t) Veolia Environmental Trust
- u) London Groundwork
- v) The Edward Gosling Foundation (formerly The ACT Foundation)
- w) The Clothworkers' Foundation
- x) Friends of Sydenham Garden and individual Donors Shelter Fund, Michael Dufton Memorial & Dementia Fund

# SYDENHAM GARDEN: TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS

## 9. Movement in Designated Special Unrestricted fund

	Balance 1.4.2021	Incoming Resources	Outgoing Resources	Balance 31.3.2022
	£	£	£	£
<i>Funds held</i>				
a) Designated Special Unrestricted fund	15,644	3,000	0	18,644
<b>Total</b>	<b>15,644</b>	<b>3,000</b>	<b>0</b>	<b>18,644</b>

## 10. Net movement in funds

	2022	2021
	£	£
<i>The net movement in funds are shown after charging:</i>		
Depreciation	27,735	26,769
Leases/premises rent	1,274	1,170

## 11. Summary of Assets and Liabilities by Fund

	Unrestricted General Fund		Unrestricted Designated Fund		Restricted Funds tangible assets		Restricted Funds		Total	
	2022	2021	2022	2021	2022	2021	2022	2021	2022	2021
<b>Fixed Assets</b>	57,385	57,258			364,166	388,088			421,551	445,346
<b>Net Current Assets</b>	207,874	225,340	18,644	15,644			47,676	95,177	274,194	336,161
<b>Long term liabilities</b>										
<b>Total</b>	265,259	282,598	18,644	15,644	364,166	388,088	47,676	95,177	695,745	781,507

## 12. Related Party Transactions

The charity received donations from the Trustees in the year of £1,216 (2021: £513). No payments were made to related parties in the year (2021: nil).

## 13. Trustees Expenses

Trustees are entitled to claim travel and subsistence and other expenses related to carrying out their duties at Sydenham Garden. There were no expenses in the year (2021: nil).

## 14. Independent Examiner's Fee

£1,200 was accrued in the year being the cost of the independent examination for 2022 (2021: £1,140).

## SYDENHAM GARDEN: TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS

### 15. Volunteers

During the year the Charity had 65 session volunteers that supported us on a weekly basis. The Charity has benefitted from these unpaid volunteers and this is not recognised in the financial statements.

### 16. Government Grants

Government grants, including local government and NHS Trusts, have provided funds of £104,891 in the year being 32% of total grant income (2021: £141,510 - 31%). These contributed towards additional working costs arising due to Covid-19, staff salaries, core costs, and overheads.

### 17. Analysis of Expenses

	Charitable Activities £	Support Costs £	Total Charitable Activities £	Fundraising Expenses £	Total Expenses £
Human resources	266,962	75,039	342,001		342,001
Project costs	29,205		29,205		29,205
Premises costs		13,376	13,376		13,376
Office expenses		3,518	3,518		3,518
Information Technology		8,698	8,698		8,698
Insurance		5,089	5,089		5,089
Depreciation		27,736	27,736		27,736
Governance Costs		7,473	7,473		7,473
Direct fundraising costs				9,844	9,844
Sundry expenses		847	847		847
<b>TOTAL</b>	<b>296,167</b>	<b>141,776</b>	<b>437,943</b>	<b>9,844</b>	<b>447,787</b>