

# **Sydenham Garden**

Trustees' Annual Report

and

Financial Statements

For the year ended 31<sup>st</sup> March 2023

# SYDENHAM GARDEN: TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS

## CONTENTS

	Pages
Trustee Details & Reference	2
Company Detail and Advisers	3
Governance	4
Objectives	5-6
Management, Staff & Volunteers	6
Attendance Statistics	7-8
Activities and Achievements	8-10
Financial Review	10-11
Independent Examiner's Report	12
Statement of Financial Activities	13
Balance Sheet	14
Notes to the Financial Statements	15-22

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

The Trustees present their report for the financial year ending 31<sup>st</sup> March 2023.

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 2022:

	<b>Position held / relevant dates</b>
Julia Brandreth	Appointed as Trustee 04/04/19, Chair since 13/06/19, re-elected 13/11/2021
Frances Bristow	Appointed as Trustee 12/04/18, Vice Chair since 05/12/19, re-elected 13/11/2021
Graeme Thomson	Appointed as Trustee 25/08/17, Vice Chair since 06/12/18, re-elected 7/11/2020 and Company Secretary since 07/12/18
Kehinde Adeogun	Appointed as Trustee 05/08/20, Vice Chair since 02/12/2022, re-elected 23/11/2022
Sir Stephen Michael Bullock	Appointed as Trustee 06/12/18, re-elected 23/11/22
Maria Devereaux	Appointed 01/08/13, re-elected as Trustee 02/11/19, former Vice Chair; retired 23/11/2022
Jullen Gordon	Appointed as Trustee 05/08/20, re-elected 23/11/22
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 13/11/2023
Anne Sykes	Appointed as Trustee 05/07/18, re-elected 7/11/2020
Laura Elizabeth Reynolds	Appointed as Trustee 07/11/22, elected 23/11/22, appointed as Vice Chair 09/03/2023
Natasha Victoria Ratter	Appointed as Trustee 07/11/22, elected 23/11/22
Laura Saksena	Appointed as Trustee 01/08/23

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

# SYDENHAM GARDEN: TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS

## 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 Wynnell 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 2022 Maria Devereaux stepped down as a Trustee after the maximum period of nine years. She was a former volunteer and made a particular contribution in establishing our De Frene site. Maria will always be welcome at our sites.

Two new trustees were appointed during the year. Laura Reynolds brings experience in service delivery and was appointed Vice Chair on 9 March 2023. Natasha Ratter brings experience in fundraising and will chair the Fundraising sub-committee in the coming year. Since the end of the period Laura Saksena has become a Trustee bringing experience in dementia and mental health settings at a strategic level.

### **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 2022/23 period (21/22: 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 six weeks throughout the year.

### **Trustee Sub-Committees:**

During the financial year, two of the three Trustee Sub-Committees met periodically. These Committees are Finance and Governance (Chair: Jon Sherman) and Services (Chair: Anne Sykes).

# SYDENHAM GARDEN: TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS

## 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;*

*(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 owing to the uncertainties created by Covid-19 and the consequent changes in services delivery and funding outlook. An addendum to the 3-year plan had been 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. Work began on the new 3-year strategy during the year and following consultations with co-workers, volunteers, staff and other interested parties. It is expected to be finalised and agreed by the Board of Trustees in September 2023.

During the year we completed reports for our funding from Lewisham Council and our contracts with Lewisham Community Wellbeing and Lewisham Dementia Support Hub as well as other grant funders.

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

At the end of the year we conducted sample surveys of our co-workers (46 in total) and volunteers (62 in total), with the following results:

- 98% of co-workers reported receiving the service they wanted.
  - 95% of co-workers reported an increase in confidence to advocate for themselves.
  - 95% reported increased engagement with physical activity.
  - 95% of co-workers reported increased confidence in health management.
  - 100% of co-workers reported having met more people.
  - 72% of co-workers reported having more fulfilling relationships.
  - 93% of co-workers reported increased contentment with life.
  - 92% of co-workers reported increased access to information.
  - 59% of co-workers reported involvement in volunteering.
- 
- 100% of volunteers reported having met more people.
  - 100% of volunteers reported increased contentment with life.
  - 91% of volunteers reported improved skills as a result of their volunteering.
  - 91% of volunteers who were looking for work reported an increase in confidence to apply for paid employment.
  - 35% of volunteers reported volunteering had helped them to gain paid employment.

### **MANAGEMENT, STAFF AND VOLUNTEERS**

#### **Staff:**

- Lauren Goddard and Verity Wong took on roles of Culturally Diverse Communities Peer Support and Community Engagement Workers from 1 July 2022.
- Verity Wong resigned from her post on 4 August 2022.
- Jane McKay took on role of Project Delivery Worker from 1 July 2022.
- Rose Pickering was transferred under TUPE arrangements to Alzheimer's Society on 1 April 2023.
- Richard Whittington's and Penny Jones's employment as sessional workers ended during the year.

Other staff whose employment continued in 2022-23 are: Beth Jaichand, Director; Jermaine Bennett, Head of Services; Vani Niranjani, Finance Manager; David Lloyd, Growing Lives Project Coordinator; Rebecca Kelly, Fundraising Officer; 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; Sekha Hall, Environment Education and Biodiversity Officer; Inma Anido, Booking Host; and Vinay Thakrar, Booking Host.

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. The Trustees would particularly like to acknowledge the contribution of Rose Pickering to the Dementia Project during her eight years of service and of Sue Moye, Finance Manager, who also left during the year after more than 15 years of service.

#### **Volunteers:**

Our volunteers are crucial to Sydenham Garden's operations; the Trustees and staff record their gratitude for their time and effort. We had 82 people volunteering regularly for the Charity in 2022-2023, contributing on average 3 hours per week. This results in over 10,000 volunteer hours over the year.

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

### 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 for 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.

	2022-23	2021-22	2019-20	2018-19	2017-18	2016-17	
<b>Number of Referrals</b>	213	258	318	441	313	421	
<b>Number of people attending at least one session</b>	238	180	228	378	354	349	
<b>Co-worker ethnicity</b>	2022-23	2021-22	2019-20	2018-19	2017-18	2016-17	<b>Lewisham 2021 Census</b>
White	48%	47%	65%	58%	58%	60%	52%
Mixed	6%	3%	4%	12%	5%	11%	8%
Asian	6%	7%	4%	9%	5%	4%	9%
Black or Black British	26%	22%	21%	16%	27%	19%	27%
Other	2%	2%	0%	2%	3%	2%	5%
Preferred not to say	7%	7%	5%	2%	2%	2%	
Not Indicated	5%	12%	1%	1%	0%	2%	
<b>Co-worker Sex</b>	2022-23	2021-22	2019-20	2018-19	2017-18	2016-17	<b>Lewisham 2021 Census</b>
Female	63%	61%	61%	50%	57%	54%	53%
Male	33%	34%	37%	50%	42%	43%	48%
Transgender	1%	1%	0%	0%	0%	0%	
Other	1%	1%	0%	0%	0%	0%	
Preferred not to say	1%	1%	1%	0%	1%	2%	
Not indicated	1%	2%	1%	0%	0%	2%	
<b>Co-worker Age</b>	2022-23	2021-22	2019-20	2018-19	2017-18	2016-17	
18-24	6%	3%	2%	2%	4%	4%	
25-34	16%	12%	24%	19%	12%	13%	
35-44	13%	14%	11%	10%	6%	9%	
45-54	22%	17%	32%	21%	16%	18%	
55-64	23%	13%	25%	14%	16%	14%	
65-74	10%	13%	3%	9%	6%	7%	
75+	10%	18%	3%	23%	39%	34%	
Preferred not to say	0%	0%	0%	1%	1%	1%	
Not indicated	0%	10%	0%	1%	0%	2%	



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

<b>Co-worker sexual orientation</b>	<b>2022/23</b>	<b>2021-22</b>	<b>2019-20</b>	<b>2018-19</b>	<b>2017-18</b>	<b>2016-17</b>	
Heterosexual	69%	64%	80%	80%	79%	77%	
Gay/Lesbian	3%	3%	7%	2%	1%	5%	
Bisexual	3%	4%	3%	3%	1%	3%	
Other	2%	2%	1%	2%	2%	0%	
Preferred not to say	16%	11%	8%	12%	11%	1%	
Not indicated	7%	16%	1%	1%	6%	0%	
<b>Co-worker Disability</b>	<b>2022-23</b>	<b>2021-22</b>	<b>2019-20</b>	<b>2018-19</b>	<b>2017-18</b>	<b>2016-17</b>	
Yes	81%	63%	60%	50%	65%	47%	
No	3%	1%	22%	34%	25%	36%	
Preferred not to say	3%	3%	11%	14.50%	6%	12%	
Not indicated	13%	33%	7%	1.50%	4%	5%	
<b>Co-worker Religion</b>	<b>2022-23</b>	<b>2021-22</b>	<b>2019-20</b>	<b>2018-19</b>	<b>2017-18</b>	<b>2016-17</b>	<b>Lewisham 2021 census</b>
Christian	29%	36%	44%	47%	61%	62%	44%
Buddhist	3%	2%	1%	1%	3%	1%	1%
Hindu	1%	0%	0%	3%	0%	2%	2%
Muslim	3%	2%	1%	4%	4%	1%	7%
Jewish	1%	1%	1%	0%	0%	0%	0.3%
Sikh	0%	0%	0%	0%	0%	1%	0.2%
No Religion	23%	17%	35%	30%	18%	21%	37%
Other	4%	10%	7%	4%	3%	3%	1%
Preferred not to say	26%	13%	9%	9%	9%	8%	
Not indicated	10%	19%	2%	2%	2%	1%	8%

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)

New projects:

- Practical Organic Gardening group (leading to an accredited qualification) x 1
- 'Mud' Young Person Project group x 1

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

School sessions:

- Brent Knoll specialist school sessions x 4
- Greenvale specialist school sessions x 2

Clubs:

- Wild Walks Club – a walking group
- Wildlife Club – a club to enjoy and learn about wildlife
- Textiles Club – a club to enjoy a variety of textiles activities

Adult Mental Health groups are run for people recovering from ill-health in Lewisham and the surrounding boroughs. People were 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 were 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.

School sessions are delivered to four classes (aged between 6 and 18) of Brent Knoll specialist school on a weekly basis. During the year we initiated a new partnership with Greenvale specialist school, delivering two sessions 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 pandemic, we started delivering online groups and these came to an end in June 2022 as we began to focus solely on in-person delivery again. We started two new projects during the year: a Practical Organic Gardening course, targeted at people who are unemployed and facing barriers to getting into work, leading to an OCN-accredited qualification, and 'Mud' a Young Person Project aimed at improving the mental health and wellbeing of people aged 18-25.

In total, we received 213 total referrals during the year and 238 co-workers attended at least one session.

During the year we continued to develop our flower farm social enterprise from our De Frene site. This faced significant challenges due to the unprecedented hot weather and drought during the summer months. Despite this, we sold flowers successfully grown to local florists and are applying learning regarding drought-tolerant varieties in the 23-24 growing season. Co-workers have reported positive feedback about the opportunity to be involved in social enterprise activity and the income generated goes towards supporting our therapeutic services.

We were pleased to hold summer and winter plant sales, see the return of De Frene Summer Festival, and participate in Sydenham Artist's Trail during the year. Co-workers and volunteers actively participated in these events, showing friends, family and local community members around our sites and selling tea, coffee, cake, food, plants, produce and craft items. We also held six bring and share community lunches during the year, attended by co-workers, ex-co-workers, volunteers and staff, receiving excellent feedback about these opportunities to participate actively in the Sydenham Garden community.

We also hosted five corporate groups during the year with 80 people participating in activities. The groups undertook vital work on our sites, including levelling ground to improve wheelchair access, construction of picnic tables and cladding outdoor kitchen areas, site clearance and rebuilding a woodstore. We also provided venue hire during the year, enabling local groups to meet in our well-equipped Resource Centre and benefit from access to our peaceful garden and nature reserve. This year, we had a total of 83 hire bookings, including church meetings, children's nature parties, reiki workshops, art workshops and charity

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

training. We generated income of £12,000 from corporate days and venue hire which supports our charitable work.

During the year, the Art & Craft Project led the co-design and production of a mural. Co-workers across all projects were asked about what flower or plant is important to them, and what Sydenham Garden means to them. The input fed into the design of a mural, which captures the essence of Sydenham Garden. The mural has been on display outside the Resource Centre and there are plans for it to be displayed outside Forest Hill train station.

### **FINANCIAL REVIEW**

The charity budgeted to spend more than its income for the year under review in order to deliver the restricted projects and continue with the core projects, largely using unused unrestricted reserves arising from the Covid period. As a result of this, the charity expended £140,569 more than its income. The charity's total income for the year is £348,762 (2022: £362,025) and total expenses were £489,331 (2022: £447,787). During the year, the charity fully utilised the £47k restricted reserves, £25k restricted fund on fixed assets and £19k special fund brought forward from last year. The remaining overspent £49k was covered using the charity's general reserves.

### **Reserve Policy**

The Trustees continued with a policy of maintaining an unrestricted reserve of approximately six months of operating costs (approximately £244k in the 23/24 financial year), which they consider remains appropriate given the challenges and uncertainties facing the charity. The total reserves as of year-end were £215,850, which is less than six months of the operating cost. The charity is expected to achieve the target reserve through the new fundraising strategy to bring more multiyear funding. The charity holds a restricted reserve of £339,325 on fixed assets: this non-cash item is depreciated every year as set out in the accounting policies.

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

- Rosie Hollands post was upgraded from Sow & Grow Project Deputy to Sow & Grow Project Lead.

In total, we currently have 15 members of staff, three full-time, ten part-time and two on-call.

The Lewisham Community Wellbeing and Lewisham Dementia Hub contracts which we delivered during the year with lead partner BLG Mind were re-tendered during the year. We were involved with bids with BLG Mind which were unfortunately unsuccessful. This resulted in our Dementia Project Coordinator moving to Alzheimer's Society under Transfer of Undertakings: Protection of Employment (TUPE) legislation and our Sow & Grow project reducing in scale. We negotiated a new 3-year partnership with Together for Mental Wellbeing, who won the Lewisham Wellbeing contract, which is now being delivered.

### **Risk Management**

The trustees have assessed the major risks to which the charity is exposed. Strategies continue to be developed to mitigate these risks and are reviewed by the Trustees at board meetings.

We secured a new 3-year grant of £155k from City Bridge Trust to support our Growing Lives project at De Frene site. We have also secured a 3-year continuation grant of £210k from Henry Smith. Including these grants, we have secured £354,000 of the budgeted income of £415,000 for the year 2023-24 (as at June 2023).

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

We have funding applications totalling £110,000 currently being considered by a variety of funders. In addition to this, all secured grants and Service Agreement funds continue to be received such that 86% of 23/24 projected grant income for the year has been secured.

The charity's initial budget for 2023-4 indicated a deficit of £18k for the year relating to core-costs. In order to address this deficit and longer-term sustainability of the charity, we are developing a multi-year fundraising strategy.

### **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 2023 AGM.

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

Approved by the Trustees on XX November 2023 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 2023

I report to the charity trustees on my examination of the accounts for the year ended 31<sup>st</sup> March 2023 which are set out on pages 13-22.

#### 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: xxxx 2023

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

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2023)**

**COMPANY REGISTRATION NUMBER 05291164**

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total 2023</b>	<b>Total 2022</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Income from:</b>				
<i>Donations and legacies</i>				
<i>Donations</i>	12,304		12,304	14,154
Membership subscriptions				1,185
<i>Charitable Activities</i>				
Grants received	113,227	185,418	298,645	328,409
Session fees	8,495		8,495	9,297
Session Produce Sales	4,077		4,077	2,061
<i>Other trading activities</i>				
Fundraising and publicity	6,765		6,765	2,389
Rental and Corporate	12,009		12,009	4,479
<i>Investment Income</i>				
Bank Interest received	1467		1,467	51
<i>Other</i>				
<b>Total Income</b>	<b>158,344</b>	<b>185,418</b>	<b>343,762</b>	<b>362,025</b>
<b>Expenditure on:</b>				
Raising funds	3,750		3,750	9,844
Charitable Activities	157,248	323,334	480,582	437,943
<b>Total Resources Expended (see note 17)</b>	<b>160,998</b>	<b>323,334</b>	<b>484,332</b>	<b>447,787</b>
<b>Net movement in funds (see note 10)</b>	<b>(2,654)</b>	<b>(137,916)</b>	<b>(140,570)</b>	<b>(85,762)</b>
<b>Reconciliation of funds</b>				
Total funds brought forward	283,903	411,842	695,745	781,507
Transfer between funds	(65,399)	65,399		
<b>Total funds carried forward</b>	<b>215,850</b>	<b>339,325</b>	<b>555,175</b>	<b>695,745</b>

All of the above results are derived from continuing activities.

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

### BALANCE SHEET AS AT 31ST MARCH 2023

	Notes	2023	2022
		£	£
<i>Fixed Assets:</i>			
Tangible assets	4	389,996	421,551
<i>Current Assets:</i>			
Debtors	5	30,031	29,325
Cash at bank and in hand		186,668	253,801
		216,699	283,126
<i>Liabilities:</i>			
Creditors: Amounts falling due within one year	6	(51,520)	(8,932)
<b>Net Current Assets</b>		165,179	274,194
<b>Total Assets Less Current Liabilities</b>		555,175	695,745
Creditors: Amounts falling due after more than one year		0	0
<b>Net Assets</b>		<b>555,175</b>	<b>695,745</b>
<i>Represented by:</i>			
General Unrestricted funds	11	215,850	265,259
Designated Special Unrestricted fund	9	0	18,644
Total Unrestricted funds		215,850	283,903
Restricted funds - tangible assets	8	339,325	364,166
Restricted funds	8	0	47,676
<b>Total funds</b>		<b>555,175</b>	<b>695,745</b>

For the year ending 31<sup>st</sup> March 2023 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 13-22 were approved and authorised for issue by the Trustees on **XXnd XXXXX 2023** 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 2023

### 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

	2023	2022
Gross wages and salaries	£327,362	£300,047
Employers NI	£21,954	£18,865
Pension costs	£18,826	£16,621
	£368,142	£335,533

No employee received emoluments of over £60,000 during the year (2022: nil). No trustee received any remuneration.

The average number of employees in the year was 16 (2022: 18). The equivalent full time number of employees was 9 (2022: 10)

The Charity operates a defined contribution pension scheme for the benefit of employees. Contributions payable by the Charity for the period were £18,826 (2022: £16,621).

### 4. Tangible Fixed Assets

	Land and Buildings	Equipment & Furniture	Total
<b>Cost</b>	<b>£</b>	<b>£</b>	<b>£</b>
At 1st April 2022	595,110	67,065	662,175
Additions		1,912	1,912
Disposals	0	0	0
<b>At 31st March 2023</b>	<b>595,110</b>	<b>68,977</b>	<b>664,087</b>
<b>Depreciation</b>			
At 1st April 2022	193,103	47,521	240,624
Charge for the year	25,225	8,242	33,467
Disposals			0
<b>At 31st March 2023</b>	<b>218,328</b>	<b>55,763</b>	<b>274,091</b>
<b>Net Book Value</b>			
At 31 <sup>st</sup> March 2022	402,007	19,544	421,551
<b>At 31<sup>st</sup> March 2023</b>	<b>376,782</b>	<b>13,214</b>	<b>389,996</b>

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

### 5. Debtors

	2023	2022
	£	£
Grant receivable	25,247	17,040
Prepayments	2,784	7,235
Other debtors	0	2,050
Accrued Income: donation	2,000	3,000
<b>Total</b>	<b>30,031</b>	<b>29,325</b>

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

	2023	2022
	£	£
Trade creditors	0	3,800
Deferred Income	45,401	931
Other creditors	2,544	2,910
Loan repayable	0	0
Accruals	3,575	1,291
<b>Total</b>	<b>51,520</b>	<b>8,932</b>

Deferred income relates to rental income received in the year but relating to the year ending 31<sup>st</sup> March 2024.

### 7. Commitments:

The Charity has a commitment to the National Allotments Society that expires within 985 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 £3,781,200. 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 Wynnell 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, £224 is payable each year in quarterly amounts of £56. The total amount payable to the end of the agreement is £1,120.

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

### 8. Movement in restricted funds

		Balance 01.04. 2022	Incoming Resources	Outgoing Resources	Transfer between funds	Balance 31.3 2023
		£	£	£	£	£
<i>Funds held as cash and debtors:</i>						
a)	Art Project costs	3,468	3,000	33,441	26,973	-
b)	Director and Head of Services Salaries including overheads	15,951	55,000	70,951		-
c)	Social enterprise	2,265	15,002	17,267		-
d)	De Frene Growing Lives Fund	3,500	11,667	33,200	18,033	-
e)	Garden Fund	2,412	-	22,805	20,393	-
f)	Dementia Sow & Keep Growing sessions and overheads	20,080	39,015	59,095		-
g)	Walking Group costs	-	2,315	2,315		-
h)	OCN Practical organic gardening		27,000	27,000		-
i)	Culturally diverse Youth Project		26,250	26,250		-
j)	Transitions funds		6,169	6,169		-
<b>Sub-total – cash and debtors</b>		<b>47,676</b>	<b>185,418</b>	<b>298,493</b>	<b>65,399</b>	<b>-</b>
<i>Funds held as tangible assets:</i>						
k)	Wynell Greenhouse	27,989		1,365		26,624
l)	Office and IT equipment	2,091		2,091		-
m)	Garden Resource Centre building	279,293		14,546		264,747
n)	Garden Resource Centre fixtures & fittings	236		236		-
o)	De Frene Greenhouse including stove	2,248		747		1,501
p)	De Frene compost toilet	2,517		672		1,845
q)	Garden shed	280		280		-
r)	De Frene Equipment	2,724		1,500		1,224
s)	De Frene Hub building	9,735		1,929		7,806
t)	De Frene Education Hub	1,237		49		1,188

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

u)	Buggy	6,729		-		950		5,779
v)	Path	25,000		-				25,000
w)	Shelter	4,087		-		476		3,611
<b>Sub-total (tangible assets)</b>		<b>364,166</b>	<b>-</b>	<b>-</b>		<b>24,841</b>	<b>-</b>	<b>339,325</b>
<b>TOTAL RESTRICTED RESERVES</b>		<b>411,842</b>	<b>185,418</b>			<b>323,334</b>	<b>65,399</b>	<b>339,325</b>

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

- a) Entelechy Arts Ltd
- b) The Henry Smith Charity.
- c) 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.
- d) The National Lottery Fund Award for All, The D'Oyly Carte Charitable Trust and The Nineveh Charitable Trust,
- e) 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.
- f) The Mercers' Company, 29th May 1961 Charitable Trust, 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.
- g) Groundwork London Walking and Cycling grant to provide regular health promoting walks.
- h) Lewisham Borough NCIL Funding for OCN practical organic gardening
- i) Bromley, Greenwich and Lewisham Mind (BLG Mind) for Culturally Diverse Communities Young Person Project
- 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

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

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

Other grant funders are as follows

- 1) The London Borough of Lewisham Main grant
- 2) The Edward Gostling Foundation
- 3) Orange Tree Trust
- 4) Merchant Taylors' Company
- 5) Mrs Smith & Mount Trust
- 6) Limbourne Trust
- 7) Drapers' Charitable Fund
- 8) John Swire 1989 Charitable Trust
- 9) Dr P Cawley

### 9. Movement in Designated Special Unrestricted fund

	<b>Balance 1.4.2022</b>	<b>Incoming Resources</b>	<b>Outgoing Resources</b>	<b>Balance 31.3.2023</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<i>Funds held</i>				
Designated Special Unrestricted fund	18,644	0	(18,644)	0
<b>Total</b>	<b>18,644</b>	<b>0</b>	<b>(18,644)</b>	<b>0</b>

The designated fund brought forward from last year was fully utilised to run the organisation.

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

### 10. Net movement in funds

	2023	2022
	£	£
<i>The net movement in funds are shown after charging:</i>		
Depreciation	33,469	27,735
Leases/premises rent	1,179	1,274

### 11. Summary of Assets and Liabilities by Fund

	Unrestricted General Fund		Unrestricted Designated Fund		Restricted Funds tangible assets		Restricted Funds		Total	
	2023	2022	2023	2022	2023	2022	2023	2022	2023	2022
<b>Fixed Assets</b>	50,671	57,385			339,325	364,166			389,996	421,551
<b>Net Current Assets</b>	165,179	207,874	0	18,644			0	47,676	165,179	274,194
<b>Long term liabilities</b>										
<b>Total</b>	215,850	265,259	0	18,644	339,325	364,166	0	47,676	555,175	695,745

### 12. Related Party Transactions

The charity received donations from the Trustees in the year of £455 (2022: £1,216). No payments were made to related parties in the year (2022: 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 (2022: nil).

### 14. Independent Examiner's Fee

£1500 was accrued in the year being the cost of the independent examination for 2023 (2022: £1,200).

### 15. Volunteers

During the year the Charity had 82 session volunteers that supported it 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 £127,337 in the year being 43% of total grant income (2022: £104,891- 32%).

**17. Analysis of Expenses**

	<b>Charitable Activities</b>	<b>Support Costs</b>	<b>Total Charitable Activities</b>	<b>Fundraising Expenses</b>	<b>Total Expenses</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Human resources	261,687	115,066	376,753		376,753
Project costs	19,559		19,559		19,559
Premises costs		21,621	21,621		21,621
Office expenses		9,814	9,814		9,814
Information Technology		11,425	11,425		11,425
Insurance		5,212	5,212		5,212
Depreciation		33,467	33,467		33,467
Governance Costs		2,731	2,731		2,731
Direct fundraising costs				3,750	3,750
<b>TOTAL</b>	<b>281,246</b>	<b>199,336</b>	<b>480,582</b>	<b>3,750</b>	<b>484,332</b>