

Sydenham Garden

Trustees' Annual Report

and

Financial Statements

For the year ended 31st March 2020

SYDENHAM GARDEN: TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS

Company Limited by Guarantee. Registered in England No. 05291164

SYDENHAM GARDEN: TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS

CONTENTS

	Pages
Trustee Details & Reference	2-3
Governance	4
Objectives	4-5
Management, Staff & Volunteers	5-6
Attendance Statistics	7-8
Activities and Achievements	8
Financial Review	9-10
Independent Examiner's Report	11
Statement of Financial Activities	12
Balance Sheet	13
Notes to the Financial Statements	14-22

SYDENHAM GARDEN: TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS

The Trustees present their report for the financial year ending 31st March 2020.

TRUSTEE DETAILS & REFERENCE

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.

Directors and Trustees:

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 1st April 2019:

	Position held / relevant dates
Julia Brandreth	Appointed as Trustee 04/04/19, appointed as Chair 13/06/19
James Jan Sikorski	Re-elected as Trustee 11/11/17, resigned as Chair 13/06/19, appointed Honorary President 02/11/19
Frances Bristow	Appointed as Trustee 12/04/18, appointed as Vice Chair 10/12/19
Graeme Thomson	Appointed as Trustee 25/08/17, re-appointed as Vice Chair on 10/12/19 and appointed as Company Secretary 17/12/18
Kehinde Adeogun	Appointed as Trustee 05/08/20
Sir Stephen Michael Bullock	Appointed as Trustee 06/12/18
Maria Devereaux	Re-elected as Trustee 02/11/19, former Vice Chair
Jullen Gordon	Appointed as Trustee 05/08/20
Grahame Michael Hindes	Appointed as Trustee 05/07/18
Arthur Ngoka	Appointed as Trustee 29/08/2017, former Treasurer
Jon Sherman	Appointed as Trustee 05/09/19 and as Treasurer on 10/12/19
Anne Sykes	Appointed as Trustee 05/07/18
Reginald Arthur Wickings	Re-elected as Trustee 10/11/18, Treasurer from 7/12/18 until 10/12/19

Reference Details:

Telephone: 020 82911650

Email: info@sydenhamgarden.org.uk

Website: 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.

Since 1st April 2019 four additions to the board took place, being Kehinde Adeogun, Julia Brandreth, Jullen Gordon and Jon Sherman, bringing the total number of Trustees to its maximum of 13. All applied to join in response to a recruitment drive to strengthen the diversity, experience and skills of the Board. Short biographies of all the Trustees are on our website.

In June 2019, after the year end, Jim Sikorski stepped down as Chair and was succeeded by Julia Brandreth. Jim was the founder and driving force behind the charity since its formation in 2002. He has overseen it with typical care, generosity of time and skill. Fortunately, he remained a Trustee and has been appointed Honorary President in recognition of his exceptional contribution to Sydenham Garden.

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 2019/20 period (18/19: 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 meet approximately once every two months throughout the year but since the start of Covid-19 it has met monthly.

Trustee Sub-Committees:

Subsequent to the end of the financial year, three Trustee Sub-Committees were set up to enhance the work of the Board, being Finance and Governance (Chair: Graeme Thomson), Fundraising and Communications (Chair: Grahame Hindes) and Services (Chair: Francis Bristow/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:

SYDENHAM GARDEN: TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS

(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, 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.

During the year the Board has progressed towards finalising a new 3-year plan. It conducted a thorough process with the help of an external provider and set out a draft outline at the November 2019 AGM. However, this plan has been paused due to the uncertainties created by Covid-19 and the consequent changes in services delivery and funding outlook. The Trustees have determined that the near-term focus must be on current activities and the optimum delivery of services in current circumstances.

The annual evaluation of our services has been delayed due to the unprecedented situation which arose with the Covid-19 lockdown in mid-March and its consequent and continuing effects on our operations. However, rolling project evaluations have continued to record the impact of our work and offer strong evidence of the benefit to those who take part. This evidence is used to negotiate and report on an on-going contract with Lewisham Community Wellbeing and the Lewisham Dementia Support Hub, as well as Lewisham Council, all of whom contribute funds to our Adult Mental Health and Dementia projects. It has been used in applications for funding, primarily for our Growing Lives project, which is currently funded by Big Lottery. The charity was successful in its application for continuation funding, which was granted for 2018-2021. A mid-term evaluation for the Growing Lives project, published in February 2020 stated "This evaluation has no hesitation in stating that the project has met the four Big Lottery outcomes, as it has: improved co-workers' (the name given to the project's primary beneficiaries) mental health, physical health and general wellbeing (Outcome 1); enabled co-workers to learn new skills and gain qualifications, improving their confidence, self-esteem and employability (Outcome 2); encouraged co-workers to grow, and eat, nutritious seasonal fruits and vegetables improving their diets (Outcome 3); and facilitated co-workers experiencing reduced feelings of isolation and exclusion (Outcome 4)."

SYDENHAM GARDEN: TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS

MANAGEMENT, STAFF AND VOLUNTEERS

Staff:

- Rosie Hollands was employed as the Dementia Project Deputy on 13 May 2019
- Richard Whittington was employed as a Sessional Worker on 1 July 2019
- Thomas Gallagher resigned as Director on 31 August 2019
- Coralie Hopwood was appointed as Director on 18 November 2019
- Inma Anido was employed as a Sessional Worker on 4.1.20
- Vinay Thakrar was employed as a Sessional Worker on 26.1.20
- Rachael Tyndall was employed as Project Officer on 3rd February 2020
- Jermaine Bennett will resign as Outreach and Development Worker and will take on the new role as Head of Services on 17th August 2020

Other staff still employed are: Sue Moye, Financial Officer; David Lloyd, Growing Lives Project Coordinator; Rose Pickering, Dementia Project Lead; Jane McKay, Growing Lives Project Assistant; Kevin Hall, Therapeutic Session Leader; Steve Prowse, Business and Premises manager; Charlotte Dove, Garden Project Lead; and Joanna Vallis, Art & Craft Project Lead. Paid hours totalled approximately 14,960 (10,660 2019) annually.

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 adapting to a change of service delivery and working practices as a result of Covid-19. They also wish to record their appreciation to Thomas Gallagher who left in August 2019 after six years as Director and who oversaw major advances in the provision of services. We all welcomed Coralie Hopwood as Director in November 2019 and she has been an inspirational leader in these unprecedented times.

Volunteers:

Our volunteers are crucial to Sydenham Garden's operations; the Trustees and staff record their gratitude for their time and effort. We had 66 people volunteering regularly for the Charity in 2019/2020, contributing on average 4.5 hours per week. This would result in over 15,000 volunteer hours over the year. The real figure is likely higher as some volunteers give 7 hours and at least one person gives around 20 hours to the organisation each week.

In June 2020 we were delighted to be presented with the Queen's Award for Voluntary Service, known as 'The MBE for Volunteer Groups'. This was powerful confirmation of the skill, dedication and commitment of our volunteers and recognised the depth of support and commitment that the organisation has towards them.

SYDENHAM GARDEN: TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS

ATTENDANCE STATISTICS (GROUPED):

	2019-20	2018-19	2017-18	2016-17	2015-16	2014-15	
Number of Referrals	318	441	313	421	403	269	
Number of people attending at least one session	228	378	354	349	309	227	
Ethnicity of attendees	2019-20	2018-19	2017-18	2016-17	2015-16	2014-15	Lewisham 2011 Census
White	65%	58%	58%	60%	57%	57%	53.6%
Mixed	4%	12%	5%	11%	3.5%	3%	7.4%
Asian	4%	9%	5%	4%	10%	5.5%	9.3%
Black or Black British	21%	16%	27%	19%	25%	23%	27.2%
Other	0%	2%	3%	2%	2.5%	1.5%	2.6%
Preferred not to say	5%	2%	2%	2%	1%	10%	
Not Indicated	1%	1%	0%	2%	1%	(1)	
Gender of attendees	2019-20	2018-19	2017-18	2016-17	2015-16	201-15	LBL website 2013
Female	61%	50%	57%	54%	50.5%	52%	51.8%
Male	37%	50%	42%	43%	48.5%	43%	48.2%
Transgender	0%	0%	0%	0%	0%	0.5%	
Other	0%	0%	0%	0%	0%	0.5%	
Preferred not to say	1%	0%	1%	2%	0%	4%	
Not indicated	1%	0%	0%	2%	1%	(1)	
Age of attendees	2019-20	2018-19	2017-18	2016-17	2015-16	2014-15	2011-12
18-24	2%	2%	4%	4%	4%	5%	(1)
25-34	24%	19%	12%	13%	14%	4%	(1)
35-44	11%	10%	6%	9%	15%	5.5%	(1)
45-54	32%	21%	16%	18%	19.5%	12%	(1)
55-64	25%	14%	16%	14%	18%	10%	(1)
65-74	3%	9%	6%	7%	6.5%	8.5%	(1)
75+	3%	23%	39%	34%	21.5%	21%	(1)
Preferred not to say	0%	1%	1%	1%	0.5%	7%	(1)
Not indicated	0%	1%	0%	2%	1%	27%	(1)
Sexual orientation of attendees	2019-20	2018-19	2017-18	2018-17	2015-16	2014-15	2013-14
Heterosexual	80%	80%	79%	77%	80.5%	76%	(1)
Gay/Lesbian	7%	2%	1%	5%	5.5%	4.5%	(1)
Bisexual	3%	3%	1%	3%	1%	0.5%	(1)
Other	1%	2%	2%	0%	1.5%	0.5%	(1)
Preferred not to say	8%	12%	11%	1%	9%	18%	(1)
Not indicated	1%	1%	6%	0%	2.5%	0.5%	(1)

SYDENHAM GARDEN: TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS

Disability of attendees	2019- 20	2018- 19	2017- 18	2016- 17	2015- 16	2014- 15	2013- 14
Yes	60%	50%	65%	47%	45%	32%	(1)
No	22%	34%	25%	36%	41.5%	49%	(1)
Preferred not to say	11%	14.5%	6%	12%	11%	18.5%	(1)
Not indicated	7%	1.5%	4%	5%	2.5%	0.5%	(1)

Religion of attendees	2019- 20	2018- 19	2017- 18	2016- 17	2015- 16	2014- 15	Lewisham 2011 census
Christian	44%	47%	61%	62%	46.5%	55%	52.8%
Buddhist	1%	1%	3%	1%	1.5%	2.5%	1.3%
Hindu	0%	3%	0%	2%	7%	1.5%	2.4%
Muslim	1%	4%	4%	1%	4%	5%	6.4%
Jewish	1%	0%	0%	0%	0%	0%	0.2%
Sikh	0%	0%	0%	1%	2%	2%	0.2%
No Religion	35%	30%	18%	21%	22.5%	16%	27.2%
Other	7%	4%	3%	3%	5%	1%	0.5%
Preferred not to say	9%	9%	9%	8%	10%	16%	
Not indicated	2%	2%	2%	1%	1.5%	1%	8.9%

Marital Status of attendees	2019- 20	2018- 19	2017- 18	2016- 17	2015- 16	2014- 15
Married	16%	18%	20%	23%	14%	9%
Single	54%	47%	39%	42%	58.5%	54%
Divorced/Separated	17%	17%	13%	10%	9%	12%
Widowed	5%	14%	22%	16%	9.5%	4%
Civil Partnership	2%	1%	0%	3%	2.5%	0.5%
Other	1%	1%	3%	1%	3%	0.5%
Preferred not to say	4%	1%	3%	3%	1%	17%
Not indicated	1%	1%	0%	2%	2.5%	3%

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

Notes:

(1) Not reported

ACTIVITIES AND ACHIEVEMENTS

Sydenham Garden runs four core projects and a number of supplementary activities aiming to transform lives through therapeutic activities, enabling people to move forward in a supportive community environment. Three of these projects focus on adults recovering from mental ill health, and one on people in the early stages of Dementia. The three projects focussed on adult mental health are: Garden, Art & Craft and Growing Lives. All three offer something different, but have social, therapeutic, creative and training based activities at their core. Sow & Grow is a project for people with the early stages of dementia and uses the same approach but underpins the activities with Cognitive Stimulation Therapy (CST), which is an evidence-based approach to treating dementia. Sow & Grow is further subdivided into Sow & Grown (the first group dementia co-workers will attend), Sow & Keep Growing (a progression group for previous participants), Growing Together (a group for co-workers and their carers to attend together) and a Singing and Movement group.

Sydenham Garden is currently close to operating at physical capacity. During the year referral numbers dropped a little as we got used to the new relationships with Lewisham Community Wellbeing and Lewisham Dementia Hub and the glitches in the referral pathways through both networks were resolved.

SYDENHAM GARDEN: TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS

In February 2020 referrals were rising once more. Numbers of people using the service remained consistent with the previous year despite the early drop in referral numbers.

Up to "lockdown" in mid March we were running 16 groups per week and 6 additional fortnightly clubs and activities, most of which were operating at capacity with a waiting list of between 1 and 2 months for new referrals. We also delivered regular weekly outdoor learning sessions with a local school for children with autism on our De Frene site.

SYDENHAM GARDEN: TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS

FINANCIAL REVIEW

The Trustees present their financial review for the financial year ending 31st March 2020.

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 53% 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, fundraising events, fees for selective sessions, rental income, and Service Delivery contracts. The events included the Spring, Summer and Winter fairs. Other income came from school sessions and educational visits, facilitation of volunteering days and the sale of items made or grown in sessions.

Total income during 2019-2020 amounted to £362k compared with £350k in 2018-19. This improvement is mainly due to increases in session fees and overall grant income.

During the year, various grants came to an end and new grants were secured. Overall this led to a cumulative £26k rise in grant income.

New funding came from The Clothworkers' foundation (£25k) to fund the widening of our entrance pathway; Festival of Creative Ageing Fund (£1.8k) relating to the production of a film made by our Dementia Session co-workers; and London Borough of Lewisham Energy Fund (£11k) to fund the installation of PV panels and a heat source pump in our Resource building. In addition, we received unrestricted funds from Ajahma Charitable Trust (£10k).

There was continued funding from Big Lottery Fund – Reaching Communities, The Tudor Trust and The 29th May 1961 Charitable Trust for the Growing Lives project; and City Bridge Trust, Hu-Shen Charitable Trust and The Mercers' Company for the dementia project. Funds also continued to be received under the Service delivery contract with Bromley, Lewisham and Greenwich Mind.

The funding from Lewisham Council from their Main Grant Programme came to an end on 31.7.19 but was replaced by a new Service contract to 31.3.22.

Donations fell by £20k but this was due to high one-off donations in 2019 (£10k Pears foundation, £15k Dr P Cawley).

Work was completed on the widening of the entrance pathway and an off-road buggy was purchased to transport our session attendees from the front gate to the building entrance. Funds from The Edward Gostling Foundation (formerly The ACT Foundation) contributed towards the purchase of the vehicle.

A Shelter Fund was set up in the year to finance a new shelter at the entrance gate. This is for session attendees awaiting transport to and from the Resource Building. The fund has raised £4k to date.

Our financial position in 2019-20 has improved with an overall surplus of £29k

Our Balance Sheet reserves have increased from £664k to £693k of which approximately 65% is attributable to our tangible assets. These are principally the Buggy, Resource Centre, Pathway, Greenhouse and Growing Lives Hub Building funded in the majority by restricted grants (see Note 8).

Our own unrestricted net current assets funds carried forward at 31st March 2020 decreased from £195k to £175k principally due to the costs of the access improvements to the front path at Wynell Road and higher operating costs. Likewise, restricted net current assets also fell from £69k to £51k. An additional designated special fund of £13k (2019: £10k) exists to help fund costs arising from the need for our service delivery methodology to change and potential expansion. Accordingly, total cash balances fell from £249k to £204k at the end of the financial year. The cash balance at the end of the

SYDENHAM GARDEN: TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS

year consisted of £45k restricted, £13k special fund and £146k unrestricted. See Note 11 for a summary of the split of net assets between reserves.

Previously, the Trustees had a policy of maintaining a reserve of a least three months operating costs (approximately £83k in this financial year). With the material uncertainties created by Covid-19, the Trustees now consider it prudent to increase this to a target of six months.

Progress since the end of the year:

With the event of Covid 19, the site has been closed since the end of March. Co worker support services are being provided through weekly telephone calls, publications and IT networks with staff working from home. Extra Covid 19 funds (£12.5k) have been obtained to cover the extra costs of homeworking and we have utilised the government furlough scheme for one member of staff. As a result of the closure, with a gradual reopening planned to begin in August 2020, some site costs are expected to be lower than normal but income from sessions, events and fair and rental are also expected to be lower. However, a new grant of £60k per annum from Henry Smith has been secured for 3 years to fund a new Head of Services staff position. In addition, all secured grants and Service Agreement funds continue to be received such that 80% of the projected income for the year has already been secured.

At the 2019 AGM, the trustees presented a proposed new 3-year plan for 2019-2022. Work began to refine and address some of the key goals of the new plan in November 2019 with funding to be sought to support our expansion plan. A review of staffing and resources necessary was in-train.

However, with the recent material changes in circumstances and priorities due to Covid-19 these expansion plans have been put on hold; efforts are being focused on consolidation of services and creative adaptations to the new scenario. In spite of the impact of Covid-19, we are confident the future of Sydenham Garden remains sustainable and the need for its services can only grow. However, in the current circumstances there is much work to do in securing its long-term future. As with other charities, Sydenham Garden faces a rising challenge to fund its operating costs and increasing emphasis is being given towards assuring the necessary financial and human resource to achieve this.

Banking Arrangements:

CAF Bank remains our banker. Funds are placed in the Gold Savings account with an arrangement that a balance of only £1,000 remains 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 2020 AGM.

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

Approved by the Trustees on _____ 2020 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 31ST MARCH 2020

I report to the charity trustees on my examination of the accounts for the year ended 31st March 2020 which are set out on pages 12-22.

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.

Brian Hensman FCA,
The Carley Partnership,
Chartered Accountants

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

Date: _____ 2020

SYDENHAM GARDEN: TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2020)

COMPANY REGISTRATION NUMBER 05291164

	Unrestricted Funds	Restricted Funds	Total 2020	Total 2019
	£	£	£	£
Income from:				
<i>Donations and legacies</i>				
Donations	14,491	6,874	21,365	41,771
Membership subscriptions	2,207		2,207	2,023
<i>Charitable Activities</i>				
Grants received	106,597	186,047	292,644	266,821
Session fees	14,963		14,963	11,235
Session Produce Sales	1,658		1,658	1,063
<i>Other trading activities</i>				
Fundraising and publicity	12,101		12,101	11,362
Rental	16,591		16,591	15,612
<i>Investment Income</i>				
Bank Interest received	354		354	236
<i>Other</i>				
Profit on sale of assets	285		285	0
Total Income	169,247	192,921	362,168	350,123
Expenditure on:				
Raising funds	5,727	2,566	8,293	3,480
Charitable Activities	139,626	185,029	324,655	283,391
Total Resources Expended (see note 17)	145,353	187,595	332,948	286,871
Net movement in funds	23,894	5,326	29,220	63,252
Reconciliation of funds				
Total funds brought forward	219,838	444,090	663,928	600,676
Transfer between funds	0	0	0	0
Total funds carried forward	243,732	449,416	693,148	663,928

All of the above results are derived from continuing activities.

SYDENHAM GARDEN: TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS

BALANCE SHEET AS AT 31ST MARCH 2020

	Notes	2020	2019
		£	£
<i>Fixed Assets:</i>			
Tangible assets	4	454,653	390,312
<i>Current Assets:</i>			
Debtors	5	42,191	40,070
Cash at bank and in hand		203,858	248,926
		246,049	288,996
<i>Liabilities:</i>			
Creditors: Amounts falling due within one year	6	(7,554)	(15,380)
<i>Net Current Assets</i>			
		238,495	273,616
<i>Total Assets Less Current Liabilities</i>			
		693,148	663,928
Creditors: Amounts falling due after more than one year		0	0
Net Assets			
		693,148	663,928
<i>Represented by:</i>			
General Unrestricted funds	11	231,088	210,194
Designated Special Unrestricted fund	9	12,644	9,644
Total Unrestricted funds		243,732	219,838
Restricted funds - tangible assets	8	398,684	375,072
Restricted funds	8	50,732	69,018
Total funds			
		693,148	663,928

For the year ending 31st March 2020 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 12-22 were approved and authorised for issue by the Trustees on _____ 2020 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 31ST MARCH 2020

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, that it is probable it will be received and the amount can be measured reliably except 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 and office furniture	10%	straight line basis
De Frene greenhouse, hub, education hub, compost toilet, solar kit, and shed	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 Wynnell Road, London, SE23 2LW.

3. Staff and Pension Costs

	2020	2019
Gross wages and salaries	£201,222	£169,664
Employers NI	£12,360	£9,903
Pension costs	£12,544	£10,101
	£226,126	£189,668

No employee received emoluments of over £60,000 during the year (2019: nil). No trustee received any remuneration.

The average number of employees in the year was 13 (2019: 10). The equivalent full time number of employees was 8 (2019: 6)

The Charity operates a defined contribution pension scheme for the benefit of employees. Contributions payable by the Charity for the period were £12,544 (2019: £10,101). There was no creditor at the year end in respect of pension contributions (2019: nil).

4. Tangible Fixed Assets

	Land and Buildings	Equipment & Furniture	Total
Cost	£	£	£
At 1st April 2019	507,186	43,739	550,925
Additions	74,425	15,922	90,347
Disposals	0	(499)	(499)
At 31st March 2020	581,611	59,162	640,773
Depreciation			
At 1st April 2019	130,073	30,540	160,613
Charge for the year	19,293	6,430	25,723
Disposals	0	(216)	(216)
At 31st March 2020	149,366	36,754	186,120
Net Book Value			
At 31 st March 2019	377,113	13,199	390,312
At 31st March 2020	432,245	22,408	454,653

SYDENHAM GARDEN: TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS

5. Debtors

	2020	2019
	£	£
Grant receivable	20,476	17,878
Prepayments	3,276	4,825
Other debtors	9,439	5,367
Accrued Income: donation	9,000	12,000
Total	42,191	40,070

6. Creditors: Amounts falling due within one year

	2020	2019
	£	£
Trade creditors	1,227	7,442
Deferred Income	2,502	1,137
Other creditors	2,567	5,575
Loan repayable	0	0
Accruals	1,258	1,226
Total	7,554	15,380

Deferred income relates to session and course fees, membership subscriptions and rental income received in the year but relating to the year ended 31st March 2021.

7. Commitment:

The Charity has a commitment to the National Allotments Society that expires within 990 years in respect of the lease of allotment land at De Frene Road Allotments, De Frene Road, Lewisham, London SE26, from and including 1st January 2010, to and including 31st December 3008. The lease was acquired for a premium of £3,250 with rent of £150 a year payable in advance on 1st January every year. Rent will be doubled with effect 1st January 2060 and again every 150 years after that. The total amount payable to the end of the lease in 3008 is £3,781,650. The charity is obliged to notify the Landlord within one month if they vacate, dispose to another party, 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 Sydenham Garden and its Resource Centre which expires on 26th September 2042. A peppercorn rent is payable per annum if demanded for the first ten years to 26th September 2017. For the next five years and subsequent five-year periods, either rent is payable based on the immediately preceding period or at open market value. No amount has been specified by Lewisham council to date. The Charity can vacate the lease on written notice being given to the Landlord within at least six months of the vacation.

The charity has a hire agreement with Pitney Bowes Finance Limited for the hire of the franking machine until December 2022. After renegotiation of the lease £180 is payable each year in quarterly amounts of £45. The total amount payable to the end of the agreement is £495.

SYDENHAM GARDEN: TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS

8. Movement in restricted funds

		Balance 1.4 2019	Incoming Resources	Outgoing Resources	Fixed assets Acquired	Balance 31.3 2020
		£	£	£	£	£
<i>Funds held as cash and debtors:</i>						
a)	Art Project costs	6,223	4,000	(10,223)		0
a)	Project costs including staff, sessions and overheads	0	11,079	(11,079)		0
b)	Director, Outreach, and Finance Salaries including overheads	4,077	0	(4,077)		0
c)	Building & Pathway Refurbishment	0	39,555		(36,091)	3,464
d)	De Frene Growing Lives Fund	36,442	101,727	(104,257)	(634)	33,278
e)	Garden Fund	272	342			614
f)	Dementia Sow & Keep Growing sessions and overheads	22,004	36,218	(34,785)	(10,061)	13,376
Sub-total – cash and debtors		69,018	192,921	(164,421)	(46,786)	50,732
<i>Funds held as tangible assets:</i>						
g)	Wynell Greenhouse	32,085		(1,365)		30,720
h)	Office and IT equipment	2,477		(1,037)	561	2,001
i)	Garden Resource Centre building	304,904		(13,265)	11,091	302,730
j)	Garden Resource Centre fixtures & fittings	1,009		(347)		662
k)	Tools and Equipment	1,231		(180)		1,051
l)	De Frene Greenhouse including stove	4,486		(748)		3,738
m)	De Frene compost toilet	4,533		(672)		3,861
n)	Garden furniture	1,292		(816)		476
n)	Garden shed	566		(96)		470
o)	De Frene Equipment	5,144		(1,652)	634	4,126
p)	De Frene Hub building	15,522		(1,930)		13,592
q)	De Frene Education Hub	1,823		(195)		1,628
r)	Buggy			(871)	9,500	8,629
s)	Path				25,000	25,000

SYDENHAM GARDEN: TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS

Sub-total (tangible assets)	375,072		(23,174)	46,786	398,684
TOTAL RESTRICTED RESERVES	444,090	192,921	(187,595)	0	449,416

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

- a) London Borough of Lewisham – Communities that Care, Merchant Taylors' Company, The Grocers' Charity.
- b) The Henry Smith Charity.
- c) Friends of Sydenham Garden and individuals Shelter appeal, London Borough of Lewisham - Energy Fund, The Clothworkers' Foundation. The fund relates to a new heat source pump and PV panels for the Garden Resource Centre, a new entrance pathway and a pathway shelter.
- d) The Tudor Trust, Big Lottery Fund Reaching Communities and The 29th May 1961 Charitable Trust. The fund is to provide weekly therapeutic and vocational sessions based at our market garden De Frene site.
- e) Friends of Sydenham Garden and individual Donors Pond appeal. The fund relates to the refurbishment of the pond and surrounding area.
- f) City Bridge Trust, Hu-Shen Charitable Trust, Festival of Creative Ageing Fund, The Mercers' Company, The Edward Gostling Foundation (formerly The ACT Foundation), The Jack Nathan Memorial Fund and the Michael Dufton Memorial Fund. The fund is to provide weekly therapeutic sessions for people with early dementia. It also includes the purchase of a buggy vehicle to transport Co – workers from the entrance gate to the Garden Resource Centre.

The funders of the above tangible assets are as follows:

- g) Friends of Sydenham Garden and individual Donors Greenhouse appeal, Horniman Museum, the Heritage Lottery Fund
- h) 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
- i) 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
- j) South London and Maudsley NHS Trust Charitable Funds
- k) The Access to Volunteering Fund

SYDENHAM GARDEN: TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS

- l) London Borough of Lewisham – Social Enterprise, Big Lottery Fund - Awards for All, Big Lottery Fund - Reaching Communities
- m) Big Lottery Fund - Awards for All, Co- Operative Membership Community Fund, Veolia Environmental Trust, Big Lottery Fund – Reaching Communities

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

- (n) Big Lottery Fund - Reaching Communities, Friends of Sydenham Garden and individual Donors Pond appeal
- o) Big Lottery Fund - Reaching Communities, Evans Cornish foundation and London Groundwork
- p) Veolia Environmental Trust
- q) London Groundwork
- r) The Edward Gostling Foundation (formerly The ACT Foundation)
- s) The Clothworkers' Foundation

SYDENHAM GARDEN: TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS

9. Movement in Designated Special Unrestricted fund

	Balance 1.4.2019	Incoming Resources	Outgoing Resources	Balance 31.3.2020
	£	£	£	£
<i>Funds held</i>				
a) Designated Special Unrestricted fund	9,644	3,000	0	12,644
Total	9,644	3,000	0	12,644

10. Net movement in funds

	2020	2019
	£	£
<i>This is after charging:</i>		
Depreciation	25,723	23,318
Leases/premises rent	1,170	1,170

11. Summary of Assets and Liabilities by Fund

	Unrestricted General Fund		Unrestricted Designated Fund		Restricted Funds tangible assets		Restricted Funds		Total	
	2020	2019	2020	2019	2020	2019	2020	2019	2020	2019
Fixed Assets	55,969	15,240			398,684	375,072			454,653	390,312
Net Current Assets	175,119	194,954	12,644	9,644			50,732	69,018	238,495	273,616
Long term liabilities										
Total	231,088	210,194	12,644	9,644	398,684	375,072	50,732	69,018	693,148	663,928

12. Related Party Transactions

The charity received donations from the Trustees in the year of £100 (2019: £339). No payments were made to related parties in the year (2019: nil).

13. Trustees Expenses

Trustees are entitled to claim travel and subsistence and other expenses related to carrying out the course of their duties at Sydenham Garden. There were no expenses in the year (2019: nil).

14. Independent Examiner's Fee

£1,200 was accrued in the year being the cost of the independent examination for 2020 (2019: £1,100).

15. Volunteers

During the year we had 66 session volunteers and three office-based volunteers that supported us on a weekly basis, as well as a number of community and corporate volunteers who support us on a more informal 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 £55,537 in the year being 19% of total grant income (2019: £54,556 - 20%). These contributed towards staff salaries, overheads and installation of PV panels and a new heat source pump.

SYDENHAM GARDEN: TRUSTEES' ANNUAL REPORT & FINANCIAL STATEMENTS

17. Analysis of Expenses

	Charitable Activities	Support Costs	Total Charitable Activities	Fundraising Expenses	Total Expenses
Human resources	187,678	49,982	237,660		237,660
Project costs	29,630	217	29,847		29,847
Premises costs		14,307	14,307		14,307
Office expenses		3,111	3,111		3,111
Information Technology		5,696	5,696		5,696
Insurance		4,338	4,338		4,338
Depreciation		25,723	25,723		25,723
Governance Costs		2,632	2,632		2,632
Direct fundraising costs				8,293	8,293
Sundry expenses		1,341	1,341		1,341
TOTAL	217,308	107,347	324,655	8,293	332,948