



ANNUAL REPORT 2022

Registered Charity Number: **1141038**

Trustees (who are also committee members) :-

Pippa Smith (Chair)

Linda Austin (Secretary)

Cliff Robinson (Treasurer from 1 September 2022)

Juliette Bidwell

Lucy Bundy

Melanie Davis

Alison Dean (Treasurer until 1 September 2022)

Natalie Hall

Kate Kirkham

Principal Charity address:

Flat 4, 44 Norton Road, Hove BN3 3BH

Bankers:

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

The Trustees are pleased to present their annual report and accounts for 2022.

1 Who We Are and What We Do

The Friends of St Ann's Well Gardens (FOSAWG) is an entirely volunteer-run group of people from the local community who care about their local green space. Elected Trustees and a range of other volunteers work together to fulfil the organisation's objectives.

As at 31st December 2022, FOSAWG had 152 paying members, an increase of 27% from the previous year. Membership is currently a nominal fee of £3 for an individual and £5 for a family.

The FOSAWG Trustees work with our members, the wider local community and Brighton and Hove City Council to preserve the heritage and environment of the park and establish priority projects, a programme of events, and issues to work on. Trustees work hard to represent the diverse needs of the local community (including its wildlife and environment). We do this via regular consultation and information sharing, through frequent members' newsletters, local press and community news, and social media. Our following on Facebook and Instagram reaches over 1,500 people, an increase of over 500 on the previous year.

FOSAWG often also acts as a first point of contact for members of the public who want to feedback ideas and concerns that they would like FOSAWG to consider to improve the park environment. This has included issues such as insufficient lighting in the park, anti-social behaviour, the replacement of an art-piece, issues with dogs, litter etc. Where necessary, FOSAWG is able to raise these issues with Council representatives or local ward councillors or sign-post to appropriate services/lines of communication (e.g. Brighton & Hove CityParks helpline, the police 101 service).

We raise funds through a variety of channels including project-specific trust funding, the local authority, donations from public, ticket sales to events and sponsorship. FOSAWG puts on a range of events each year which not only raise money to carry out its work but also promotes enhanced community-cohesion and reduced isolation, particularly important after Covid-19.

We are proud to be members of the Brighton and Hove Green Spaces Forum, Brighton & Hove Community Works, the National Council for Voluntary Services (NCVO). We also follow learning and advice from the national and regional organisations The Parks Alliance, the National Federation of Parks, the Royal Horticultural Society (South and South-East in Bloom), The Tree Council and Sussex Wildlife Trust.

2 Objectives and Activities

The charity's objects are:-

"To promote the preservation, restoration, and improvement of St Ann's Well Gardens for the education and benefit of the public, by associating the local authority and local community in

a common effort to provide facilities in the interest of social welfare for recreation and leisure time occupation with the object of improving the lives of local inhabitants”.

2.1 Public Benefit

In shaping our objectives and planning our activities for the year, the Trustees have given consideration to the duties set out in section 4 of the Charities Act 2006 to have due regard to public benefit. In particular, the Trustees have considered how the planned activities will contribute to the overall aims and objectives that they have set.

The Trustees believe that the following paragraphs relate in detail to the benefit that the charity provides to the public.

2.2 Statement of Trustees’ Responsibilities

The trustees are responsible for preparing the Trustee Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

All the current Trustees have taken all reasonable steps, which, to the best of their knowledge and belief they ought to have taken, to make themselves aware of any information needed by the Charity’s Independent Examiner for the purpose of completing the accounts and to establish that the Independent Examiner is aware of that information. The Trustees are not aware of any information which they understand would be relevant of which the Independent Examiner is unaware.

3 Achievements and Performance

2022 has been a very successful year for the Friends - we have undertaken some new projects and consolidated some pre-existing ones.

3.1 Green Flag

We are proud to announce that St Ann’s Well Gardens has once more received a **Green Flag Award** - the international mark of quality for parks and open spaces. We would like to thank all the Friends who have contributed to the many aspects of park maintenance and improvement which, along with support from many departments of the Council, have contributed to this achievement.

3.2 South & South-East in Bloom Award

The Friends also achieved recognition from the Royal Horticultural Society in 2022. At the start of the Sensory Garden project, we were encouraged by Brighton & Hove City in Bloom to sign up for the Royal Horticultural Society South & South-East in Bloom **“It’s Your Neighbourhood”** scheme. Each year we have reported the work in progress and were awarded “Establishing” level in 2019 and a Certificate of Recognition in 2020. In 2022, at the assessor’s visit in late June, we were able to show the substantial hard-landscaping of 2021 (pathway, new surface and pergola) and the spring planting. We are delighted to report that the RHS have recognised our achievements as “Outstanding”



We would particularly like to thank the Council’s Gardeners and Rangers. The gardeners undertake many tidy up tasks outside their gardening remit and thanks to the Rangers our fences are replaced and maintained.

We celebrate a number of established and developing partnerships with statutory and voluntary and commercial organisations. Many of the activities listed below could not have taken place without solid and collaborative partnership working.

3.3 A Sensory Garden for the Future

Our ambition is to make the Sensory Garden truly sensory once again and to provide an area of peace and solace particularly to vulnerable individuals and groups in our community.

During the Covid pandemic progress slowed but during 2022, we pushed ahead. With plants funded by the People's Postcode Lottery grant, a combined team of Friends of St Ann's Well Gardens volunteers and City Parks rangers' volunteers replanted the raised beds and climbing plants on the pergolas on a single volunteer day in early spring.



Our volunteers also installed new trellis on the south pergola, and above all kept the new plants alive through the summer's heatwave by watering several evenings a week, a difficult task due to the distance of accessible water taps. Our volunteer gardeners, led by Carrie Lambe, have worked hard throughout the year to weed, prune and tidy,

In December 2021, we successfully applied for a grant from the Sussex Police Community Safety Fund for two further benches for the new pergola area which, together with two benches already funded by The Rampion Fund grant, would create a "conversation area", encouraging more frequent use of the Sensory Garden, and discouraging ant-social gatherings. The installation of the benches and a water supply and tap by Brighton & Hove City Council for the Sensory Garden shelter has been delayed but are promised by spring 2023.



In November 2022, our search for an artist to make a kinetic sculpture for the Sensory Garden, in fulfilment of the Rampion grant, finally brought success. Local artist and blacksmith Jon Mills has been commissioned by the Friends to make a sculpture which will sit on the top of the Dovecote column. Work on the re-imagined Dovecote is in progress, and we are planning an official opening by the Brighton & Hove City Council Mayor on Saturday 13th May 2023.

3.4 Events

Amongst our successful events in 2022 we can list four days of 'Artists Open Houses' in which artists and crafts people come to the park to share their work during Brighton Festival.

Our Egg Hunt with eggstra arts activities was very well attended and much appreciated by local families. Similarly, our Pumpkin Trail at Halloween, designed and organised by our Brighton University volunteers was considered such a success that it may well become a tradition.

In partnership with the Garden Café we hosted an exhibition of photographs by the Brighton Camera Club and as always played host to a number of music and the theatre companies who we support in their use of the gardens, enabling them access to the shelter in the Sensory Garden and sharing their information with our Friends' Network.



Our second Friends' Night featured a riotous performance by committee member 'Fake Bush' (Lucy Bundy), delicious Greek Food and the traditional quiz and raffle. Members commented that this event alone was worth their membership fee!

The year ended with a Christmas Arts Market in a large marquee, this event is now in its second year and with its free Santa and live music is becoming an annual tradition.

3.5 Spring Festival



This massive event, more or less single-handedly organised by committee member Natalie Hall, deserves its own paragraph. In 2022 – after a two-year enforced break due to Covid-19 - the event came back bigger and better than ever before! It was attended by over 15,000 people of all ages from the local community.

There was live music and DJs throughout the day, dozens of stalls and activities, Magic Mike and a Circus for young people and an arts market in the Sensory Garden.. As agreed with the Council the event stopped at

7.30 pm and by 11am the following day the park was immaculate, helped by volunteer litter pickers. However, as with everything else, the prices of all aspects of this event have risen considerably and the collection taken on the day had to be used to contribute to the financing of the event itself.

Although a huge success, there were specific challenges which we faced in 2022. Post pandemic, costs had risen considerably when compared with previous years that we held the festival. There are two main reasons for this – the universal increase in costs such as fuel and food but also costs specific to events. As communities started up events across the City and county when Government restrictions lifted, there was significantly increased demand for events items which drove up the costs (eg. staging, lighting, staffing etc.). Rather than cancel this much-loved event, we adapted to this challenge by using donations taken on the day to contribute to the financing of the event itself.

Following the success of the 2022 festival and Natalie Hall standing down as the organiser, the Trustees have reviewed the size and associated risks of the event and decided not to continue to organise it by themselves. However, the Trustees understand how much the local community enjoy the event and will be considering its future in line with its strategic planning and strategic risk assessment.

3.6 Wildlife

We held a wider range of wildlife activities during 2022 than in previous years. We participated in the RSPB organised national Big Garden Birdwatch on the last weekend in January, which was enjoyed by all. In early May we had a well-attended Dawn Chorus walk. Due to their popularity, these two events have become FOSAWG traditions. We have also had a number of one hour 'Birdwatch' walks at different times of the year led by our knowledgeable Trustee, Alison Dean. The Friends' noticeboard has become a useful meeting point for these and other events.

In addition, we made connection with the Sussex Wildlife Trust, who led a walk in August to look for butterflies, and one in September to listen and look for bats.

We are keen to develop events in other areas of wildlife expertise or interest and are seeking ideas from members and park users.



3.7 Volunteers

The contribution of our volunteers, including the Trustees, is the keystone of our organisation. Our regular gardening volunteers, our volunteers who help organise our events, the writers and designers who produce our press and publicity materials, and the large number of volunteers who give their time on the day of our Spring Festival, total over 100. The number



of volunteer hours exceeded 5,000. Using the real Living Wage of £10.90ph, this equates to a value of £54,500 during the year. Our volunteer gardeners deserve special mention for their work throughout the year and especially during the drought. So do our two Brighton University Student volunteers, recruited through the CUPP programme, who have contributed hugely to our events and noticeboard. Colm O'Neill, in his new role of Graffiti Ambassador continues to battle vandalism within the park.

4 Financial Review

The Friends of St Ann's Well Gardens remain incredibly grateful for the ongoing financial support that was provided by our members, sponsors and funding partners during the difficult period during which Covid-19 restrictions were in place. Their continued support provided a firm financial basis to allow us to progress a wide range of activities and initiatives during 2022.

We undertook a number of major projects in the Sensory Garden at a cost of some £15.5k funded from both restricted grant funds brought forward from previous years and from the Friends' own accumulated designated funds.

The extensive series of events undertaken during the year, including the very successful Spring Festival, generated a surplus of some £4.4k once sponsorship monies brought forward from previous years and donations received on the day are taken in to account.

As in previous years careful control is maintained on all administration costs and in 2022 these were limited to less than £2k (less than 4.5% on turnover).

The overall position at the year-end 2022 shows that undesignated General Fund reserves stand at a healthy £8.5k allowing us to confidently move forward with our plans in 2023 and face the difficult challenges posed by inflation.

4.1 Reserves Policy

Trustees consider the level of reserves that is prudent for FOSAWG to have on an annual basis, in line with the budgeting process. Consideration is given to ongoing running costs and any liabilities the organisation would have, were it to close. Currently it has been agreed that the level of undesignated General Fund reserves should be maintained at a level sufficient to fund the ongoing core costs of the organisation for a period of 12 months. The level has been set for the forthcoming year at a minimum of £2,500.

5 Structure, Governance and Management

5.1 Commencement of Activities Governing Document

The Friends of St Ann's Well Gardens was established by constitution dated 12th January 2011 (and amended on 21st March 2011).

5.2 Method and Appointment of Trustees

The management of the Board of Trustees is the responsibility of the Trustees who are elected and co-opted under the terms of its constitution.

Unless specific skills are headhunted using existing networks, vacancies for Trustees are publicly advertised in local channels including the FOSAWG website, newsletter, noticeboard, social media and via Brighton and Hove Community Works. The Board is currently undertaking a skills audit to identify any gaps.

New Trustees attend working groups and sub-committees and meet with other board members on an individual basis so they can fully understand the background and activities of the charity. All trustees are offered ongoing training in governance from trusted providers including NCVO and Brighton & Hove Community Works.

5.3 Governance and Decision-making

The Trustees meet every 6 weeks - an agenda and pack of papers is circulated at least a week in advance of the meeting. Detailed notes and a list of actions are maintained. Trustees discuss and debate issues which are then voted on. In 2022, the Board met on 7 occasions, two of these meetings were held by Zoom.

To allow more structured focus on its activities, the Board has formalised the running of the Wildlife and Events groups which now have clear terms of reference and budget responsibilities.

Following a focus on strengthening governance, a Finance, Governance and Risk sub-committee was established in September 2022 to oversee these areas in more depth. This

has included the development of a risk register, an audit and plan for the preparation of a suite of policies and procedures including the introduction of new internal financial controls. In 2022, this sub-committee met 3 times.

All sub-committees/groups report to the Board of Trustees at each meeting.

6 Plans for the Future

We look forward to an exciting year in 2023, building on the achievements and strengths of 2022. This will include:

- 6.1 Continuing to implement our plans for an enhanced Sensory Garden with a revised project plan and fundraising to bring this to fruition. This will include developments to the space including:
 - a new tap in the shelter that our gardeners and community groups can use
 - the provision on 4 new benches under the new pergola, to provide a “conversation area” for group use
 - more Sensory planting
 - a new sensory sculpture.
- 6.2 Working with Brighton & Hove City Council (BHCC) to deliver improvements to the wider park environment including:
 - significantly improved grassed area on the old bowling green
 - agreed actions from the Green Flag plan and visioning work.
- 6.3 Delivering a programme of wildlife events so that members of the public understand and enjoy the rich fauna and flora of the Gardens.
- 6.4 Putting on a programme of events (and working with outside events providers such as Brighton Festival) to enhance the lives of local residents and to raise funds for FOSAWG.
- 6.5 Continuing to maintain our popular wall-mounted Book Swap Box to encourage a reading culture among park users of all ages.
- 6.6 Continuing to work with BHCC CityParks to create a joint vision for the future of the park, including widespread consultation with user groups so that our work accurately reflects the needs of those in the community.
- 6.7 Investing in professional support to help Trustees develop a strategic plan and further strengthen governance so that the charity is more resilient in the future.
- 6.8 Developing our ability/capacity to recruit volunteers for our projects and activities and to create rewarding and supported volunteering opportunities.

**INDEPENDENT EXAMINERS' REPORT TO THE TRUSTEES
ON THE UNAUDITED ACCOUNTS OF ST ANN'S WELL GARDENS**

I report to the charity trustees on my examination of the accounts of St Ann's Well Gardens for the year ended 31 December 2022.

Responsibilities and basis of report

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

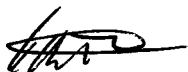
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report to enable a proper understanding of the accounts to be reached.



C R Tyler FCA DChA FCIE
F1 CRT Limited
Chartered Accountant
Flat 24, Wellingtonia Court
Laine Close
Brighton
BN1 6TD
Date: 13th March 2023

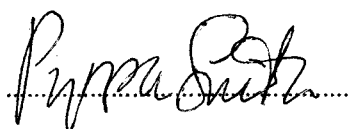
Receipts and Payments Account for the year ended 31st December 2022

	Unrestricted £	Restricted £	Total 2022 £	Total 2021 £
Income Receipts				
Events				
Open House	3,140		3,140	1,320
Xmas Fair	6,030		6,030	5,110
Spring Festival	21,220		21,220	500
Garden Party				703
Dawn Chorus	42		42	104
Easter Egg Event	107		107	
Film Night				371
Friends' Supper	423		423	30
	30,962	0	30,962	8,138
Grants				
BHCC Councillors				905
Sussex PCC		2,400	2,400	
Donations	455		455	311
Hire Fees	100		100	50
Fundraising	5,950		5,950	832
Gift Aid				
Membership	533		533	461
Sales - Books & Pictures	100		100	185
Bank Interest	67		67	3
Total Receipts	38,167	2,400	40,567	10,885
Payments				
Direct costs				
Sensory Garden				
Sensory Trust plans	6,450	8,700	15,150	
Garden Plaque	45	150	195	12
Gardening Works	296		296	331
	6,791	8,850	15,641	343
Events				
Spring Festival	27,176	3,000	30,176	
Open House	400		400	674
Xmas Fair	4,621		4,621	2,523
Garden Party				889
Dawn Chorus	50		50	50
Easter Egg event	73		73	270
Friends' Supper	310		310	
	32,630	3,000	35,630	4,406
Other Direct Costs				
Graffiti Removal	178		178	218
Gardens maintenance	24		24	182
	202		202	400
Central administration costs				
Website	158		158	112
Zoom Costs	173		173	158
Printing & stationery	100		100	
Insurance	176		176	171
Bookkeeping/Accountancy Fees	492		492	455
Training	428		428	55
Bank charges	195		195	142
Volunteers Expenses	46		46	
General Admin	46		46	
	1,814		1,814	1,093
Total Payments	41,437	11,850	53,287	6,242
Net receipts (payments) for the year	-3,270	-9,450	-12,720	4,643
Balance of Funds Brought Forward	16,254	15,650	31,904	27,261
Balance of Funds at 31st December 2022	12,984	6,200	19,184	31,904

Statement of Assets and Liabilities as at 31st December 2022

	Note	2022 £	2021 £
Assets			
CAF Gold account		16,187	26,398
CAF Current account		2,978	5,309
PayPal Account		19	197
		<u>19,184</u>	<u>31,904</u>
Non- Monetary Assets			
Debtors: amounts receivable within one year	1	395	0
Total Current Assets		<u>19,579</u>	<u>31,904</u>
Liabilities			
Creditors: amounts falling due within one year	2	-1,299	-13,653
Net Assets & Liabilities		<u>18,280</u>	<u>18,251</u>
Funds			
General Funds	3	12,984	16,254
Restricted Funds	3	6,200	15,650
		<u>19,184</u>	<u>31,904</u>

Approved by the Trustees on 13/03/23 and signed on behalf of the Trustees by



Notes to the Financial Statements for the year ended 31st December 2022**1. Debtors - amounts receivable within 1 year**

Preliminary Gift Aid Claims for 2020-21 and 2021-22 have been prepared and work is currently underway to identify any further donations that might be eligible. These claims will generate a minimum of £287.

Additionally donations of £108 were received at the December 2022 Xmas Fair via GiveStar. These were not received until January 2023.

2. Creditors - amounts falling due within 1 year

Creditors included in the 2022 accounts relate to an agreed contribution due to BHCC for planting in the Sensory Garden (£780) and to invoices outstanding in respect of the Xmas Fair held in December 2022. Additionally provision has been included for the Independent Examination of the charity's 2022 accounts.

3. Movement in Funds

	Balance 1st January 22	Receipts	Payments	Balance 31st December 22
Restricted Funds				
Dementia Action Alliance	2,500		2,400	100
Sussex Community Foundation	10,000		3,900	6,100
Brighton & Hove Council Community Fund	2,000		2,000	0
Individual Donation	150		150	0
Spring Festival	1,000		1,000	0
Sussex PCC		2,400	2,400	0
	15,650	2,400	11,850	6,200
Unrestricted Funds				
General Fund	5,052	38,167	34,646	8,573
Designated Funds - Sensory Garden	11,202		6,791	4,411
	16,254	38,167	41,437	12,984
	31,904	40,567	53,287	19,184

Dementia Action Alliance

This funding was paid over to BHCC to contribute towards the costs of a central seating area in the Sensory Garden area. It is being designed specifically for people with mobility needs (including Dementia), as well as their families and carers, to improve access.

Brighton & Hove Council Community Fund -

The BHCC grant was originally provided to fund a zero waste project at the Spring Festival 2020. This had to be cancelled due to Covid restrictions. By agreement with the Council these funds were carried forward to fund a similar project at the 2022 Festival.

Sussex Community Fund

This grant was received as a contribution towards the ongoing renovation of the Sensory Garden, to include planting and kinetic sculptures . A sum of £3,900 was passed to BHCC in 2022 to fund the removal of a planter and other renovation works. of the 2022 Festival

Spring Festival

Agreement was obtained to carry forward certain sponsorship monies received in 2020 and 2021 to contribute towards the financing

Individual Donation

A donation of £150 was received in 2021 to contribute to the costs of replacing a steel plaque. Payment for this was made in 2022.