

**FRIENDS OF ST ANN'S WELL GARDENS**  
**TRUSTEES' REPORT AND ANNUAL ACCOUNTS**  
**FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2019**

**Registered Charity Number 1141038**

**FRIENDS OF ST ANN'S WELL GARDENS**  
**Registered Charity Number 1141038**

**Annual Report of the Trustees for the year ended 31 December 2019**

**Registered Charity Number:** 1141038

**Trustees (who are also committee members):**

Linda Austin  
Juliette Bidwell  
Melanie Davis  
Natalie Hall  
Alison Dean

**Registered Office:**

106 Wick Hall, Furze Hill, Hove BN3 1NH

**Bankers:**

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

**Introduction**

'Friends of St Ann's Well Gardens' was set up in November 2007 to promote, enhance and conserve the wellbeing of St Ann's Well Gardens and to assist with the planning and delivery of the centenary celebrations in 2008.

The Trustees are pleased to present their annual report and accounts for 2019.

**Organisational Structure**

Friends of St Ann's Well Gardens has 70 paying members. 42 people are signed up to the Wildlife Newsgroup and there are 991 followers of the Facebook page. We also now are on Twitter, with 2203 followers, and are developing our use of Instagram.

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.

**Governance and Decision-making**

The Trustees met on 7 occasions. Our Treasurer, Anne Hyatt, returned to Scotland at the beginning of 2019. We are very grateful to Anne for her commitment to the Friends of St Ann's Well Gardens, and in particular, her work in setting up our accounts with CAF Bank, the specialist bank for the charity sector.

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**Annual Report of the Trustees for the year ended 31 December 2019 - continued**

**Objects**

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.

To work with the staff of the local authority to develop the Gardens as a wildlife habitat and to encourage park users to respect the animals and plants in the Gardens.

**Activities and Achievements in 2019**

**Projects**

**Sensory Garden**

Our main fundraising goal is to bring the Sensory Garden into the 21st Century, and make it a Sanctuary for those local residents who will benefit from an secure space that engages all the senses (smell, touch, sight, hearing) and progress towards this continued in 2019.

The Co-op Community Fund gave the Friends £4600 in 2017 for Phase 1 (raising the height of flower beds, repainting the handrails & installing power supplies to the Sensory Garden shelter). This work was completed during 2019.

We received £2000 from the Brighton & Hove City Council Ward Members Budget Scheme through the support of Goldsmid Ward Councillors Jacqueline O'Quinn and Saoirse Horan to pay for a gate and signage.

We established a partnership with the Dementia Action Alliance, who granted us £2500 towards seating.

We were also awarded a grant of £10,000 from the Rampion Trust, via the Sussex Community Foundation, towards the project and specifically to include sensory wind sculptures.

We also received a grant of from the Postcode Lottery for shading over the seating area.

With £2100 in donations received at the 2018 Spring Festival with Gift Aid Small Donations Scheme; and a further £4270 from the 2019 Festival also with GADS, we were able to move forward and commission the Sensory Trust to

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**Annual Report of the Trustees for the year ended 31 December 2019 - continued**

produce a working design for the creation of a central seating area as a gathering space for group activities or conversation and improved access for people with mobility needs. At the end of 2019, the design was a work in progress.

**Events in 2019**

**Spring Festival**

The 2019 was probably our most successful, well organised and with an optimal attendance of around 8,000. There was again a vast array of free activities and workshops on offer and something for all ages, and a new paying attraction, a Circus Tent. The Music Stage was the usual big draw, headlined this year by Sleeper, and Fats and Small. The line-up and stage were organised and managed as usual by Creative Law & Business – our thanks to Dean Marsh.

To ensure the management of the festival volunteers, we again appointed a volunteer co-ordinator and we were able to recruit a squad of 30 volunteers to staff the entrances, give out children's wristbands and collect donations. Donations were over £3400 in cash earmarked for the Sensory Garden. Cash donations are eligible for HMRC's GADS scheme, which added a further 25% to the donation total.

As the Spring Festival is more complex, with increased health & safety requirements, we again engaged professional support from Security Event Solutions, who provided security staff trained in first aid.

In November 2019, we received a grant from Brighton & Hove City Council of £2000 towards making the 2020 Spring Festival a litter free, fully recycling event using up to date waste technology and smart ideas. Some preliminary scoping work was carried out by a volunteer.

**Wildlife Group in 2019**

**Big Garden Birdwatch**

The Wildlife Group and local families joined in the RSPB Big Garden Birdwatch in late January 2019 and counted the birds in St Ann's Well Gardens. This is now a regular event and we are building up an ongoing picture of our birds in winter.

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**Annual Report of the Trustees for the year ended 31 December 2019 - continued**

**Dawn Chorus Walk**

We were again lucky to have Mark Weston of the RSPB lead a dawn chorus walk in May on Saturday 27<sup>th</sup> April.

**Volunteers**

In addition to the Spring Festival volunteers, several volunteers have continued with litter picking. We have attempted to attract volunteers using Community Works and the universities, but local advertising remains the most successful route.

Our social media volunteer continued to help with the website and social media.

**Brighton & Hove Green Spaces Forum**

We are members of the Green Spaces Forum, which brings together Friends' groups and other voluntary organisations concerned with the management of Brighton & Hove green spaces to "exchange information, advice and knowledge: Communicating and working in partnership with similar groups and organisations to maximise environmental improvement and conservation". Our Chair, Melanie Davis is on the Green Spaces Forum Committee.

**Future Plans**

The Covid epidemic has seriously affected our future plans. The 2020 and 2021 Spring Festivals were cancelled, as first lockdown and then continuing uncertainty have made it imprudent to invest time and money. We are continuing, but with significant difficulty, to progress the Sensory Garden project.

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**Annual Report of the Trustees for the year ended 31 December 2019 - continued**

**Statement of Trustees Responsibilities**

The Charities Act 2011 requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Association and of the surplus or deficit for that period.

In preparing these financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgments and estimates that are reasonable and prudent
- Comply with applicable accounting standards subject to any material departures disclosed and explained in the financial statements, and whether the financial statements have been prepared in accordance with the Charities SORP; and
- Prepare the financial statements on the going concern basis unless it is appropriate to presume that the charity will not continue in operation.

The Trustees are responsible for:

- Keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity; and
- Safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities

Approved by the board of Trustees on 9th February 2021 and signed on its behalf:

*ADean*

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Alison Dean - Trustee

**FRIENDS OF ST ANN'S WELL GARDENS**  
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**Independent Examiner's Report to the Trustees for the year ended 31 December 2019**

I report on the accounts of the Trust for the year ended 31 December 2019, which are set out on pages 8 to 10.

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

**Basis of independent examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from 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 no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

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**Independent Examiner's Report to the Trustees for the year ended 31  
December 2019 - continued**

Clare Osbond, FCIE  
Voluntary Sector Services  
12 Silverdale Road  
Hove  
BN3 6FE

Signature..... *C Osbond* .....

Date..... *18/02/21* .....



**FRIENDS OF ST ANN'S WELL GARDENS**  
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**Receipts and Payments Account for the year ended 31st December 2019**

	Unrestricted	Restricted	Total 2019	Total 2018
<b>Income Receipts</b>				
Sensory Garden				
Dementia Action Alliance		2,500	2,500	-
Sussex Community Foundation		10,000	10,000	-
Postcode Local Trust	9,200		9,200	-
Co-op Local Community Fund				4,564
Spring Festival				
Brighton & Hove Council Community Fund		2,000	2,000	2,000
Donations	234		234	258
Fundraising	3,416		3,416	1,446
GiftAid	397		397	850
Membership	176		176	189
Bank Interest	26		26	6
<b>Total Receipts</b>	<b>13,448</b>	<b>14,500</b>	<b>27,948</b>	<b>9,313</b>
<b>Payments</b>				
<u>Direct costs:</u>				
Sensory Garden:				
Electrical supply to Sensory Garden		3,600	3,600	-
Raised beds in Sensory Garden		2,029	2,029	-
Sensory Garden fundraising banner	94		94	-
Other Direct costs:				
Dawn Chorus	50		50	50
Garden Café Green Flag lunch				34
Teardrop bases	156		156	-
Gazebos	112		112	-
Gardens maintenance	-		-	3,499
	411	5,629	6,040	3,583
<u>Central administration costs:</u>				
Fundraising	56		56	305
Website	334		334	112
Printing & stationery	79		79	50
Insurance	171		171	-
Bookkeeping	96		96	-
Volunteer expenses	180		180	-
Volunteer coordinator	200		200	-
Bank charges	60		60	25
	1,176	-	1,176	492
<b>Total Payments</b>	<b>1,587</b>	<b>5,629</b>	<b>7,217</b>	<b>4,075</b>
<b>Net receipts (payments) for the year</b>	<b>11,861</b>	<b>8,871</b>	<b>20,732</b>	<b>5,238</b>
Transfer	(1,066)	1,066	-	-
Net receipts (payments) for the year after transfers	10,795	9,936	20,732	5,238
Balance of Funds at 1st January 2019	3,926	4,564	8,490	3,252
<b>Balance of Funds at 31st December 2019</b>	<b>14,722</b>	<b>14,500</b>	<b>29,222</b>	<b>8,490</b>

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**Statement of Assets and Liabilities at 31st December 2019**

**Assets**

	<b>Note</b>	<b>2019</b>	<b>2018</b>
<u>Bank</u>			
CAF Current account		28,850	184
CAF Gold account		372	8,307
		<u>29,222</u>	<u>8,490</u>
<u>Non-Monetary Assets</u>			
Debtors		-	-
<b>Total current assets</b>		<b>29,222</b>	<b>8,490</b>

**Liabilities**

Creditors: amounts falling due within one year	<b>1</b>	(2,000)	-
<b>Net current assets</b>		<u><b>27,222</b></u>	<u><b>8,490</b></u>

**Funds**

General funds	<b>2</b>	14,722	8,490
Restricted funds	<b>2</b>	14,500	-
		<u>29,222</u>	<u>8,490</u>

The financial statements on pages 8 to 10 were approved by the board of Trustees on 9th February 2021 and signed on its behalf:

*A Dean*

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Alison Dean - Trustee

The notes on page 10 form part of these financial statements.

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**Notes to the Financial Statements for the year ended 31st December 2019**

**1 Creditors: amounts falling due within one year**

This creditor of £2,000 is the funding received from Brighton & Hove Council for the Spring 2020 festival, which had to be cancelled due to Covid restrictions at the time. At the report date, there is uncertainty as to whether this unspent fund will have to be returned.

**2 Movement in Funds**

	Balance 1st January 19	Receipts	Payments	Transfers	Balance 31st December 19
<b>Restricted Funds</b>					
Co-op Local Community Fund	4,564	-	(5,629)	1,066	-
Dementia Action Alliance	-	2,500	-	-	2,500
Sussex Community Foundation	-	10,000	-	-	10,000
Brighton & Hove Council Community Fund	-	2,000	-	-	2,000
	4,564	14,500	(5,629)	1,066	14,500
<b>Unrestricted Funds</b>					
General Fund	3,926	13,448	(1,587)	(1,066)	14,722
	8,490	27,948	(7,217)	-	29,222

**Postcode Local Trust -**

On March 2020, the Postcode Local Trust declared that any remaining funds from the grant can now be considered unrestricted. They have therefore been shown under Unrestricted Funds.

**Co-op Local Community Fund -**

This funding, which was received in 2018, was for a sensory garden upgrade to St Ann's Well Gardens, specifically to provide signage & events for people with visual impairments

**Dementia Action Alliance -**

This funding will contribute towards the costs of a central seating area in the Sensory Garden area. It will be 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 for a zero waste project at the Spring Festival 2020. This had to be cancelled due to Covid restrictions. Preliminary work was done by volunteers but the grant remains unspent.

**Sussex Community Fund**

This grant was towards the ongoing renovation of the Sensory Garden, to include planting and kinetic sculptures.