

Annual report, 2019



WHO WE ARE FOR AND WHAT WE DO

The Abbey Physic Community Garden (APCG) is a half-acre, award winning, therapeutic community garden in the heart of Faversham, Kent. Our mission is **Growing a Healthy Community**.

Our core purpose is to help to improve the health, well-being and life chances of people who have mental health issues, or who are socially isolated.

APCG welcomes everyone regardless of their background, or circumstances and this philosophy of inclusion enriches everyone through the sharing of skills, aptitudes and life experiences.

We offer support, companionship, therapeutic horticulture, craft activities, horticulture training and skills development. Our community kitchen helps people learn about nutrition, budgeting and how to cook and it produces healthy meals for members and visitors to share. We work in partnership with many other organisations – those who refer people to us and others who run valued activities and support for our members in the garden.

The Physic Garden offers a safe place where people can find peace and support. They may become less isolated or lonely and begin to feel part of the wider community. Health and wellbeing may be improved through exercise from gardening or improved eating habits. For some the garden can be a stepping stone back to work, volunteering or education.

Our garden is open to the public. Social interaction is a key element in helping members recover their confidence and self esteem. The garden is a valued resource for local people and the increasing numbers who visit our town. Health professionals interested in the therapeutic benefits of gardening visit with or without clients. Local residents, including students, benefit from accessing a beautiful outdoor space. Parents bring children to play in the mud kitchen and schools use us as an informal educational resource. People who want to establish similar programmes in their own communities come to learn from our experience. Local gardeners and allotmenters use us as a source of inspiration and advice.

A MESSAGE FROM SARAH HARVEY, OUR CHAIRMAN

2019 was our Silver Anniversary - 25 years since Abbey Physic Community Garden was established by local health professionals, service users and carers. We were delighted that Chris Ives, one of the energetic founders, joined us to open our celebratory party in the summer. What a day that was - the sun shone and over 200 people joined us for smiles, dancing, a barbecue and incredible cakes from our wonderful Liz and new Faversham resident and former 'Great British Bake Off' star Jane Beedle. Our sponsors Axminster Tools cut the ribbon on our new Men's Sheds. Our gardeners showed off their talents with a stunning new display bed in silver with pops of vivid jewel colours representing our members.

A further highlight was our appearance on BBC Gardeners World along with our colleagues at Edible Culture. The publicity has brought us more visitors, new volunteers and members.

Its been wonderful to see member suggestions for new initiatives take off – the monthly Happiness Café, our new singing group, Sunday opening and our first Death Café to name just a few.

With some major grants coming to an end its also been a year of uncertainty. The Trustees had to make difficult decisions to ensure that the garden had sufficient reserves and did not run out of money. We said a sad goodbye to Richard Senior our Deputy Manager and thank him for his contribution, we also adjusted the working hours of other staff. Massive efforts were invested to secure new income so by the beginning of 2020 we were looking at a much brighter future.

I am so grateful to our amazing staff – Suzanne, Paul, Tom, Alex and Jacqui who have worked incredibly hard and kept smiling through this period of change. In December Ian Hardie joined our team as our new Men's Shed Coordinator, having been a volunteer for several months. Our volunteers make such a huge difference to the garden and its upkeep as well as supporting other activities. Thankyou all!

My thanks too to trustees Edwina Jackaman and Elain Ali who stood down. Welcome to two new co-opted trustees - Helen Carr, with a background in social work and Tamarin Ward who is a fundraiser for national charities. It's a delight to work with such a talented group of people who bring a rich mix of skills. fantastic energy and commitment to the garden.

It is a great privilege to serve as Chairman of the Abbey Physic Community Garden and to be part of the 'family'.

OUR ORGANISATION AND GOVERNANCE

We are a registered charity and a company limited by guarantee:

Charity Registration Number 1119456

Company Registration Number 06015188

Our Registered Office is:

Abbey Physic Community Garden

Abbey Place

Faversham

ME13 7BG

Bank details:

Santander Business Banking,

Bridle Road. Bootle, L30 4BG

Account title: Abbey Physic Community Garden.

Day to day management is the responsibility of the garden manager, Suzanne Campbell and her team –Tom Jewell, Alex Leitch, Jacqui Hunt, Paul Muddle and new recruit Ian Hardie. We have around 180 members/ volunteers.

There are regular member meetings to discuss and plan how the garden operates. Garden members appoint the trustees at the Annual General Meeting for a term of one year. Trustees are welcome to stand again if they want to be reappointed.

The Trustees for 2019 were:

- *Dr Sarah Harvey – appointed 7.9.15 and appointed Chairman in September 2017*
- *Mrs Elain Ali – appointed 7.9.15 resigned in October 2019*
- *Mrs Edwina Jackaman – appointed 23.09.16 – resigned in November 2019*
- *Mr Gulliver Immink appointed 23.09.16*
- *Ms Hannah Temple – appointed 8.6.18*
- *Ms Lucia Dello-lolo – appointed 8.6.18 and as Treasurer in July 2018*
- *Ms Josephine Osborn – appointed 8.6.18 and as Secretary in July 2018*

To replace the Board members who stood down shortly after our AGM, we have co-opted two new trustees:

- Helen Carr is a Faversham resident with a background in social work with adults and children.
- Tamarin Ward has recently moved to Sittingbourne and brings expertise in charity fundraising.

We are delighted to welcome them to the garden

The Trustees met six times during the year.

In our planning of APCG's activities we have paid due regard to Charity Commission's guidance on public benefit, where relevant.

2019 - A YEAR OF HIGHLIGHTS

January	Helen Percival- one of APCGs earliest members - has her own art, photography and design exhibition at Creek Creative with works spanning 30 years
February	Seed Swap Sunday
March	Mindful drawing class Rochester Independent College students visit for talk on bees, making seed bombs and bulb planting in the churchyard
April	APCG features on BBC Gardeners World
May	Three bee hives installed in the churchyard
June	Our 25 th Anniversary Party – a day of sun, celebrations, old friends, dancing and cake! Official opening of Men's Shed by our sponsors Axminster Tools
July	Coping with Life course A wonderful day trip to Kew Gardens for some of our Members We gave a talk to GP trainees about the garden, its benefits and opportunities for social prescribing
August	We take our first delicious batch of honey Mindful gardening sessions
September	Faversham Food Festival attracts record visitors. Ale trail, bread and pickle making classes for kids and design your own pizza in our brand new outdoor clay oven.
October	We host a networking event for Men's Shed projects from across Kent, convened by Actimob
November	A lovely visit from Faversham Rotary Club and Inner Wheel who have nominated us as their Charity of the Year 7 members receive their level 1 awards in practical horticulture
December	We make lip balm and beeswax polish to sell for festive gifts Delicious Christmas lunch and festive carols led Lizzie and our wonderful singing group We win a new grant in partnership with Faversham's 2 GP practices to offer social prescribing at the garden

A FEW REFLECTIONS ON 2019

It has been a busy and rewarding year in the Abbey Physic Garden.

Members have been more active than ever before – leading cookery sessions, opening the garden at weekends, suggesting new activities, introducing rare and exotic plants, supporting each other, refurbishing our cabin and expanding the range of refreshments we offer to the public and helping the staff and trustees to plan ahead for the end of our Reaching Communities funding.

We have improved the way we communicate– a brand new website, new leaflets and a regular newsletter. And our features on national television and local radio have also helped to spread the word.

We have had a major focus on combatting loneliness through a range of initiatives and connecting with other community organisations in the town to tackle this pervasive problem.

GPs and trainee nurses have been coming to the garden for placements as part of their clinical leadership development - a great way for them to see the benefits of social prescribing.



NEWS FROM OUR PROJECTS: GRUB CLUB

Using more of the food we grow in the garden has ignited members' passion in the kitchen.

Our Grub Club can clearly demonstrate healthy eating, by using much more of our home grown, spray free produce. This year we have paid more attention to cooking on a budget not least because we are buying less shop bought produce and ingredients. We can demonstrate the reality of a cheap, nutritious meal. Data collection is showing an increase in people eating more fresh veg and a better understanding of using fresh produce.

There has been an increase in members participating in both cooking and growing, which has highlighted the collaboration between the projects and the added benefits that people have gained from being involved in something from beginning to end - from planting seeds, nurturing and harvesting, cooking or eating a shared meal.

A surprise outcome this year has been the increase in other organisations and members of the public coming for lunch or using the Garden for their meetings.

We took a lead role in the Faversham Food Festival. Jane Beedle, winner of the 2018 Bake Off Christmas Special, and Katy from Faversham business "Wasted Kitchen" offered free classes for children - baking focaccia and making fridge pickles from left over vegetables. Our friends Edible Culture ran a stall with herbs, chillies and herbal teas. These ran along side our Grub Club's 'design your own pizza' sessions cooked in our new home made clay oven – a huge success with 27 pizzas cooked in two hours.



NEWS FROM OUR PROJECTS: GROUNDFORCE ACTION TEAM

The team has concentrated on restoring a neglected churchyard, adjacent to the Physic Garden. With the results of their work visible to passers by the team has received much praise and admiration, with many members of the public popping in to donate money, equipment, seeds and plants to help it along.

61 people have taken part this year.

Members have planted over 3,500 bulbs, planted a wild meadow, a natural hedge and continue planting up this vast area. Additional help this year has come from school children, the Scouts and the Community Pay Back Team.

A wonderful outcome this year has been our own APCG honey. We now have three very productive hives up and running.

We ran three Bee Information sessions and have an increasing number of volunteer helpers donning their bee suits to look after our bees.

We hope to develop and increase both the number of hives and our information days to engage the wider community.



NEWS FROM OUR PROJECTS: HORTICULTURE TRAINING

Our horticulture training group comprises a mixture of people with Autism, ADH, learning difficulties and mental health issues, many of whom would struggle in a more formal learning environment.

The diversity of participants is far wider than we anticipated. Our Horticulture Trainer is skilled in adapting the training for all, irrespective of their capabilities or even literacy. Many in this group have grown in confidence to get involved with other activities in the garden..

This year seven members completed their horticulture qualifications and a further four have started their studies. Another wonderful achievement is that a young man with Autistic Spectrum Disorder, who came to study gardening with a group of students from Deal, has now secured a job in a nursery.

Fewer people than expected have opted to train for formal horticulture qualifications but the numbers taking part in gardening have continued to grow. We have had 77 people participating in the upkeep and design of the garden in the past 12 months.

We consulted members about whether APCG should continue to offer horticulture training: the resounding feedback was YES. Members are proud that anyone can take up the opportunity to learn horticulture whatever their knowledge base or capabilities.

With the future of this activity secured, participation has started to increase.

We were disappointed to hear that Hadlow College has ceased offering accreditation support due to its financial challenges. APCG already offers level 1 accredited Open College Network courses and we are exploring alternative options for those wanting to progress to higher level qualifications.



NEWS FROM OUR PROJECTS: MEN'S SHED

Our Men's Shed project has been through a much needed relaunch. With support from the Big Lottery we bought and built two new sheds replacing the crumbling original. With our new premises up and running and the tools tidied we started to think about how we wanted the project to run. By the end of the year the Shedders were holding regular meetings, producing Xmas crafts and had a new project logo. We used a donation from Waitrose to buy Men's Shed jackets and t shirts.

In October we hosted a meeting for over 40 men's Shedders from across the whole of Kent. A great opportunity to share what we were doing and discuss ways to learn about and evaluate what we do.





Some happy memories from 2019



MAKING A DIFFERENCE —OVER THE LAST THREE YEARS WE HAVE EXCEEDED OUR TARGETS, MAKING A DIFFERENCE TO PEOPLE'S LIVES

OUR OVERALL AIM

Through their participation in Growing For Health projects the personal wellbeing of members will be improved.

People involved with Growing For Health reporting *improved personal wellbeing and self-esteem.*

Projected – 120 Actual 158

Number of members involved with Growing For Health *reporting they feel less socially isolated.*

Projected – 60 Actual 178

Number of members involved with Growing For Health *developing skills and confidence to function independently and support others.*

Projected – 100 Actual 132

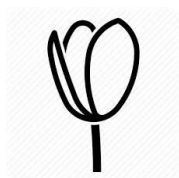
2019 - OUR YEAR IN NUMBERS



A home for 90,000 bees



5000 visitors



3500 bulbs planted



71 people supported each week



135 healthy eating classes



XX members completed food hygiene training



6396 staffed activity sessions



1845 meals



A 25th birthday party for 200 people



30 types of vegetables and 12 varieties of fruit

SOME COMMENTS FROM OUR MEMBERS

"Its been amazing having so many people come and join in things they didn't think were possible for them. I love that people can choose what they would like to do. It seems to make everyone get more involved."

Happy or sad, this place feeds my soul. It is unique and has helped me during troubled times"

Just the best place in the world to be with such lovely friends, lovely surroundings. I moved here 13 yrs ago on my own and the garden changed my life, meeting so many great people

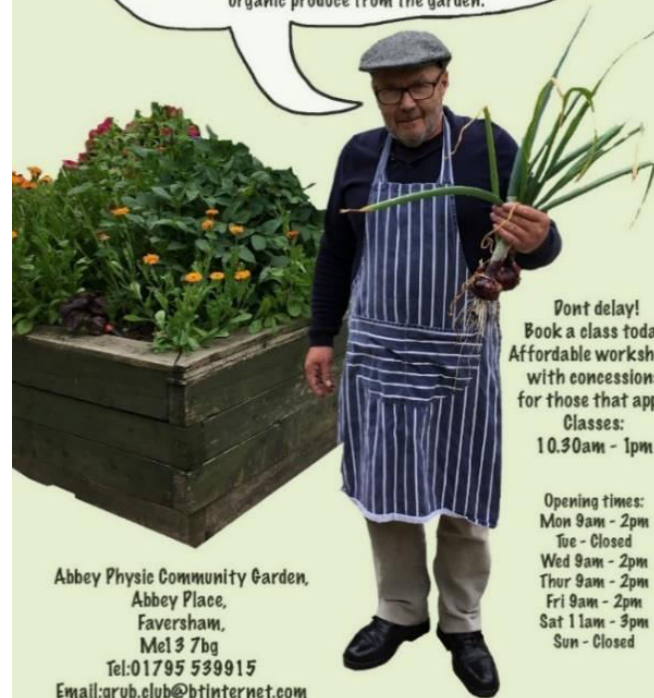
"As well as all the obvious wonderful things about the garden it has helped to overcome prejudice and fear in the local community. When it first started there was a lot of that which gradually faded. Now the local community love it – like we all do"

"One of the best things that ever happened to me was to find the 'Abbey Physic Community Garden', meeting all the wonderful people who work and volunteer at the garden."

"I feel part of the community and less isolated. I have made new friends and can come and go with no pressure. It's a great place to be, sharing life experiences, being able to learn new things. Because of the Garden and the support I've received, I felt ready to take on an allotment and grow my own fruit and veg." **Malcolm**

Faversham Community Kitchen Grab life by the roots!

Come along and join in on our community cookery classes. Learn about nutrition, seasonal eating, growing organic veg and choosing organic produce from the garden.

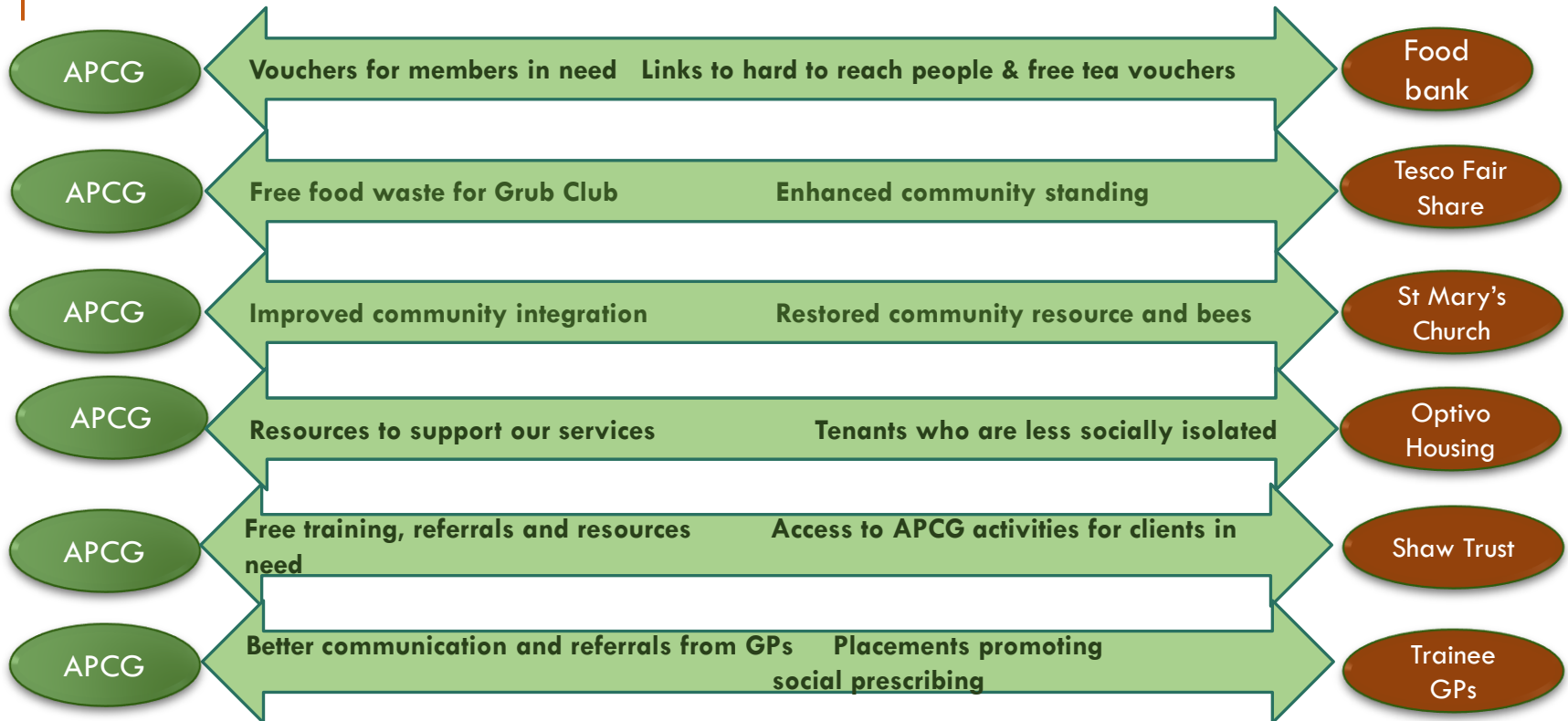


Don't delay!
Book a class today.
Affordable workshops
with concessions
for those that apply.
Classes:
10.30am - 1pm

Opening times:
Mon 9am - 2pm
Tue - Closed
Wed 9am - 2pm
Thur 9am - 2pm
Fri 9am - 2pm
Sat 11am - 3pm
Sun - Closed

Abbey Physic Community Garden,
Abbey Place,
Faversham,
ME13 7bg
Tel: 01795 539915
Email: grub.club@btinternet.com
Charity No: 119456

WORKING IN PARTNERSHIPS WITH OTHERS BRINGS BENEFITS FOR US ALL (1)



WORKING IN PARTNERSHIPS WITH OTHERS BRINGS ADDED BENEFITS FOR US ALL (1)





Outstanding 'It's your community'



Awards

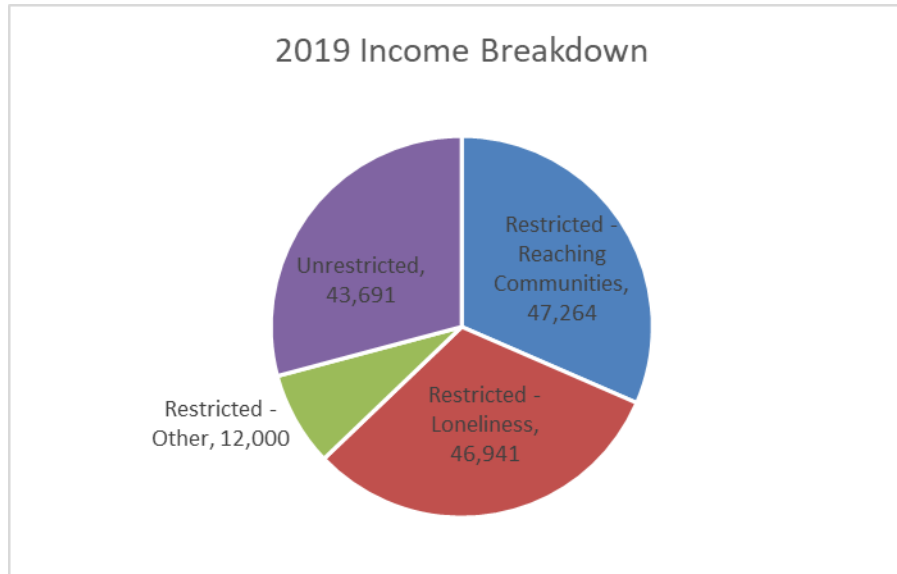


FINANCIAL REPORT



OUR INCOME

The garden received income of £149,896 during 2019, 46% more than the 2018 income of £102,624.



Over 60% of this income came from two large grants. The final payment for the 3 year Reaching Communities grant was received in July, total funding was £47,264. The Loneliness grant funding began in January and grants totalling £46,940 were received.

Another £12,000 of restricted grants were received in 2019 - £5,000 Kent Community Foundation, £4,000 Shaw Trust and £3,000 Orchard Community Energy. These grants were restricted requiring the money to be spent on specific projects.

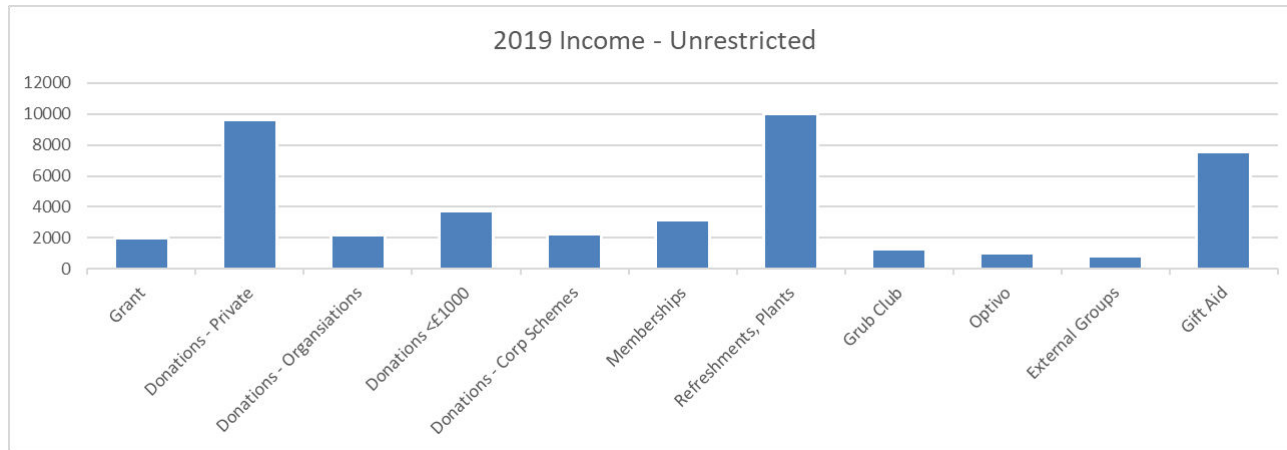
Multiple funding applications were made to replace the end of our Reaching Communities grant but no new, large grants were received during 2019.

The remaining 30% of the income received was unrestricted and totalled £43,691.

OUR INCOME

UNRESTRICTED INCOME

The £43,691 of unrestricted income came from a variety of different sources.



Visitor numbers were boosted by our appearance on Gardener's World, participation in local events and opening 7 days a week meant we increased our donations for garden refreshments, plants and garden events to £10,037.

We were generously supported by private donations totalling £9,600 and received other grants (£2,000 Shaw Trust) and donation from other sources (£3,759 Donations<£1000, £2,283 Supermarket Charity Schemes, £1,200 Rochester College, £1,000 East Kent AQA) worth over £10,000 in total.

We introduced a Gift Aid scheme and successfully reclaimed £7,532. Garden memberships raised £3,147, other income sources were grub club meals, Optivo and external groups that used our gardens for events.

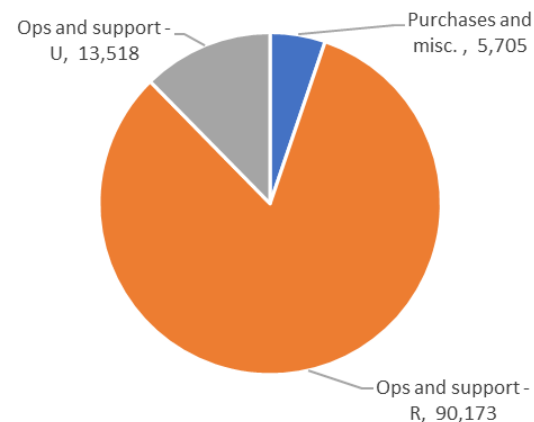
OUR EXPENDITURE

TOTAL EXPENDITURE

Total expenditure rose 18% from £92,199 in 2018 to £109,396 in 2019.

£90,173 (80%) of the spending was restricted operational and support costs. 12% was unrestricted operational and support costs spending and 5% was purchases and miscellaneous costs.

2019 Expenditure Breakdown



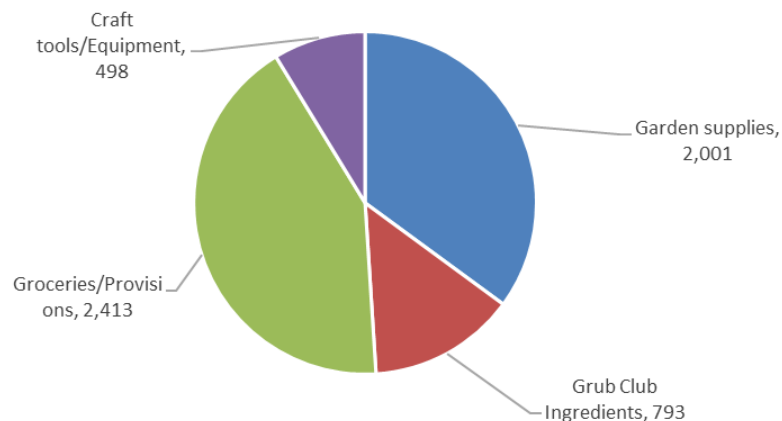
PURCHASES AND MISCELLANEOUS COSTS

£5,705 was spent on purchases and miscellaneous costs.

Higher visitor numbers meant we needed to buy more groceries to provide refreshments and this was already accounted for as an item in our Loneliness grant.

We also expanded our refreshments range to include cup-a-soups, re-cyclable teabags and filter coffee.

2019 Expenditure - Purchases and Misc. Costs



OUR EXPENDITURE

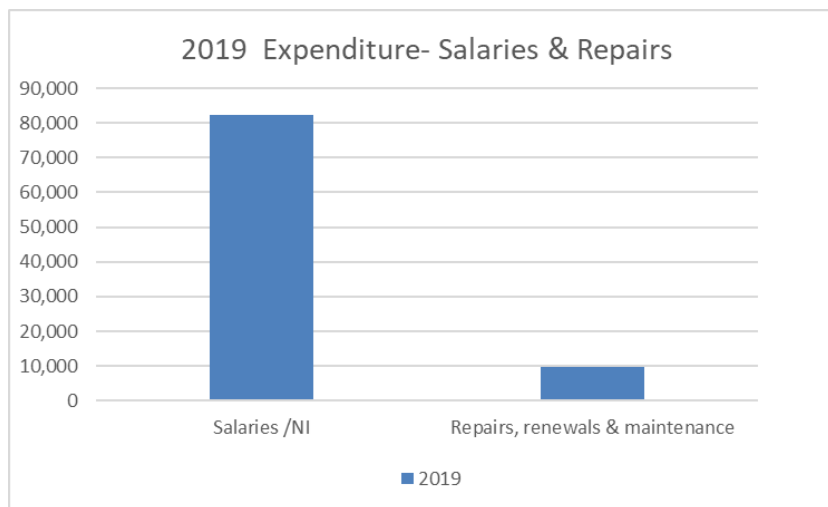
SALARIES AND REPAIRS COSTS

As a result of our Loneliness grant we were able to extend our opening to 7 days a week and provide more activities than ever for members. This included the relaunch of the Men's Shed project and employing a new member of staff to lead it. In the first part of the year we increased staff hours, took on new staff members and paid for sessional workers to provide activities such as singing and Sunday opening.

In second half of the year, in preparation for the loss of the Reaching Communities grant, we reorganised our staffing structure with changes to job roles and titles. We made the difficult decision to make our deputy manager redundant and made some reductions in staff hours and opening times. By the start of the new financial year with some successful grant applications we were able to reintroduce some of that staff time.

Salaries / national insurance and sessional worker costs came to £82,318.

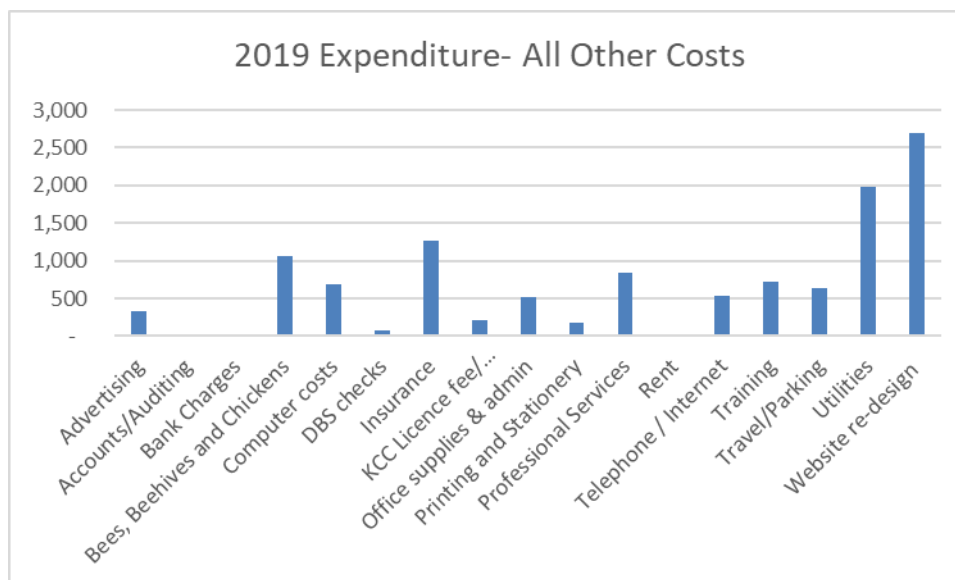
Repairs costs totalled £9,617. As well as usual wear and tear significant additional costs came from buying the two new Men's shed's and paying for the electrics, new garden furniture and umbrellas and guttering.



OUR EXPENDITURE

ALL OTHER COSTS

A total of £11,755 was spent on all other costs. For £2,700 the garden website was re-designed and the staff were trained to run it themselves allowing us to communicate better with members. Utilities costs were higher because we were open for longer hours and ran more activities so used more electricity and water. Beekeeping costs were added plus some expenditure on a new chicken shed and run.



OUR BALANCE SHEET AND RESERVES

NET MOVEMENT IN ASSETS

During 2019 we received £40,500 more money than we spent. This was due to a deliberate attempt to build up our reserves to make us more resilient and to prepare for the loss of some big grants and lag/delays in project implementation and spend.

BALANCE SHEET

With the addition of the new Men's Sheds £3,512, at the end of the year the Abbey Physic Community Garden had £13,841 of assets. There was £81,942 in the bank account, £102 in Paypal and £50 in cash. This was made up of £19,903 of restricted funds and £64,693 unrestricted. There are no loans so the total assets were £98,437.

2018 COMPARISON

The £40,500 accumulation of funds during 2019 was significantly higher than the £10,426 fund movement in 2018. This was primarily due to the receiving grants from both Reaching Communities and the Loneliness fund, plus a smaller rise in expenditure than income.

The balance sheet assets increased from £56,484 to £98,437.

APCG 2019 ACCOUNTS

STATEMENT OF FINANCIAL ACTIVITIES (Incorporating an Income and Expenditure Account)						
FOR THE YEAR ENDED 31 December 2019						
	Notes	Unrestricted Funds	Restricted Funds	Total 2019	Total 2018	
		£	£	£	£	
INCOMING RESOURCES	1					
Incoming resources from generated funds:						
Voluntary Income:						
Grants		2,000	106,205	108,205	69,499	
Donations		17,842	0	17,842	20,650	
Membership subscriptions		3147	0	3,147	2,189	
Activities for Generating Funds:						
Sales & events		10,037	0	10,037	3,045	
Fundraising events				0	3,494	
Grub Club Sales		1,287		1,287	1,828	
Optivo		1,010		1,010	1,920	
External Groups		835		835		
Gift Aid Donations		7,533		7,533		
Investment Income:						
Bank interest						
Total Incoming Resources		43,691	106,205	149,896	102,624	
RESOURCES EXPENDED	2					
Cost of generating funds:						
Purchases and miscellaneous costs		5,632	74	5,705	9,198	
Operational and support costs		13,518	90,173	103,691	83,001	
Governance costs		0				
Total Expended Resources		19,149	90,247	109,396	92,199	
NET MOVEMENT OF FUNDS		24,542	15,958	40,500	10,425	
RECONCILIATION OF FUNDS						
Total Funds Brought Forward		40,151	3,945	44,096	33,671	
Fund Balance Carried Forward		64,693	19,903	84,596	44,096	

NOTES TO APCG 2019 ACCOUNTS

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 December 2019

1 Accounting Policies

Basis of Preparation

The financial statements have been prepared under the historical cost convention and are in accordance with Financial Reporting Standard for Smaller Entities (effective January 2007), the Companies Act 2006, and follow the recommendations in Accounting and Reporting by Charities: Statement of Recommended Practice (issued 2005).

Grants and Voluntary Income

All grants and voluntary income are accounted for gross when receivable.

Resources Expended:

Depreciation

Assets acquired costing less than £2,500 are charged to revenue in the year of purchase:

These were: Pavillion, New Cabin, New kitchen units and island, Men's Sheds 10% straight line

Charitable Expenditure

Charitable expenditure includes the direct costs of the activities. Where such costs relate to more than function cost category, they have been split on an estimated basis as appropriate

Unrestricted Funds

Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

Restricted Funds

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets criteria is charged to the fund.

NOTES TO THE FINANCIAL STATEMENTS (1)

2 Incoming Resources		Unrestricted	Restricted	Total	Total
		2019	2019	2019	2018
		£	£		£
Grants Received:					
Big Lottery	04.01.19		8,820	8,820	
	04.01.19		6,930	6,930	
	05.04.19		3,387	3,387	
	05.04.19		4,311	4,311	
	05.07.19		3,299	3,299	
	05.07.19		4,199	4,199	
	04.10.19		4,759	4,759	
	04.10.19		3,739	3,739	
	20.12.19		4,199	4,199	
	20.12.19		3,299	3,299	
KCC members grant					
KCC members grant					500
Main Grants. Rcommunities					0
Main Grants. Rcommunities	04.01.19		15,755	15,755	17,868
Main Grants. Rcommunities	05.04.19		15,755	15,755	15,368
Main Grants. Rcommunities	04.07.19		15,755	15,755	15,368
Main Grants. Rcommunities				0	15,755
				0	
Queensborough Fisheries				0	1,140
				0	
Shaw Trust				0	
	07.01.19	2,000	4,000	6,000	
Orchard Community Energy				0	
	01.03.19	0.00	3,000	3000.00	
Kent Community Foundation				0	3,500
	29.04.19		1,000	1,000	
	21.12.19		4,000	4,000	
		2,000	106,205	108,205	69,499

NOTES TO APCG 2019 ACCOUNTS

Donations:					
Cruickshank					3,000
Swire Foundation	24.09.19	5,000		5,000	5,000
Checkmate UK Ltd				0	4,000
Rochester College	09.04.19	1,200		1,200	3,723
Brian Pain	05.07.19	3,600		3,600	
East Kent Area AQA	22.04.19	1,000		1,000	
M Le Boutellier	24.04.19	500		500	
M Le Boutellier	25.04.19	500		500	
				0	
Corporate Donations		2,283		2,283	
Total Donations <£1000		3,759		3,759	4,927
		17,842	0	17,842	20,650
Membership Subscriptions:		3,147		3,147	2,189
Sales:		10,037		10,037	6,539
Grub Club:		1,287		1,287	1,828
Optivo		1,010		1,010	1,920
External Groups		835		835	
Gift Aid Reclaimed		7,533		7,533	
Bank Interest:					
Total Incoming		43,691	106,205	149,896	102,624

3 Resources Expended	Unrestricted	Restricted	Total	Total
	2019	2019	2019	2018
	£	£		£
Purchases and miscellaneous costs:				
Garden supplies	1,928	74	2,001	1,826
Grub Club Ingredients	793		793	1,848
Groceries/Provisions	2,413		2,413	808
Craft tools/Equipment	498		498	227
Hampton Court			-	4490
	5,632	74	5,705	9,198
Operational and support costs:				
Advertising		321	321	60
Accounts/Auditing			-	75
Bank Charges	25		25	
Bees, Beehives and Chickens		1,066	1,066	
Computer costs	687		687	298
DBS checks	74		74	82
Insurance	1,265		1,265	1,492
KCC Licence fee/ Subscriptions	214		214	545
Office supplies & admin	276	235	511	866
Printing and Stationery	59	119	178	365
Professional Services	339	500	839	
Rent			-	2
Repairs, renewals & maintenance	7,508	2,110	9,618	5,434
Salaries /NI		82,318	82,318	68,994
Telephone / Internet	531		531	699
Training	425	300	725	2,577
Travel/Parking	140	504	644	-
Utilities	1,974		1,974	997
Website re-design		2,700	2,700	515
	13,518	90,173	103,691	83,001

NOTES TO APCG 2019 ACCOUNTS

Governance costs:			
Companies House			
No employee received emoluments of more than £50,000.			
Directors of the Charity			
No member of the Board of Directors received any remuneration during the year.			
Reimbursement of expenses to the Directors was zero.			
The charity has Trustee Indemnity Insurance (effective from 1st November 2019).			
Taxation			
The charity is exempt from Corporation Tax on its charitable activities.			

Tangible Fixed Assets					
			2019	2018	
			£	£	
Pavilion	Purchased 2009 10% straight line		0	800	
New Cabin	Purchased 2017 10% straight line		8,000	9,000	
New units & Island	Purchased 2017 10% straight line		2,329	2,588	
Men's Shed	Purchased 2019 10% straight line		3,512		
			13,841	12,388	
7 Analysis of Net Assets between Funds					
			2019	2018	
			Total	Total	
			£	£	
Restricted Funds		19,903	19,903	3,945	
Unrestricted Funds	64,693		64,693	40,151	
			84,596	44,096	
8 Incorporation					
The Abbey Physic Community Garden is a company limited by guarantee, without a share capital, incorporated on 30 November 2006.					
It took over the activities in the garden on 1 December 2006.					
In the event of the company being wound up, members guarantee to pay £1 each towards the Garden's debts.					

NOTES TO APCG 2019 ACCOUNTS

ABBEY PHYSIC COMMUNITY GARDEN									
NOTES TO THE FINANCIAL STATEMENTS (cont.)									
FOR THE YEAR ENDED 31 December 2019									
6 Tangible Fixed Assets									
					2019	2018			
					£	£			
Pavilion	Purchased 2009	10% straight			0	800			
New Cabin	Purchased 2017	10% straight			8,000	9,000			
New units & Island	Purchased 2017	10% straight			2,329	2,588			
Men's Shed	Purchased 2019	10% straight			3,512				
					13,841	12,388			
7 Analysis of Net Assets between Funds									
					2019	2018			
					Total	Total			
					£	£			
Restricted Funds			19,903		19,903	3,945			
Unrestricted Funds	64,693				64,693	40,151			
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APCG 2019 ACCOUNTS INDEPENDENT ASSESSMENT

Abbey Physic Garden Accounts 2019 – Independent Examination

Responsibilities of the Trustees and Examiner – The Trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (The Act) and that an independent examination is needed.

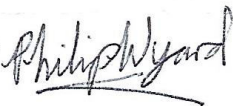
It is my responsibility to examine the accounts, to follow the procedures laid down in the general directions given by the Charity Commission, and to state whether particular matters have come to my attention.

Basis of the examiner's statement – 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 the Trustees concerning 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 accounts.

Examiners statement – during my examination, no matter has come to my attention

1. Which gives me reasonable cause to believe that, in any material respect, the Trustees have not met the requirements to ensure that proper accounting records have been kept, and that accounts agree with the accounting records and comply with the requirements of the Act: or
2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.
3. See the note below for details of the examination

SIGNED:



DATE:

24/8/2020

Please take this as confirmation that I have completed checks on the Abbey Physic Garden accounts for the period 1st Jan 2019 to 31st Dec 2019. I have found the accounts to provide an accurate representation of the financial movements during the year. The checks performed were as follows:

General checks that in year transactions had been reflected in the income and expenditure statement and balance for the year.

A check of the opening and closing balances for the current account recorded in the statement of accounts.

A sampling of selected payments across the financial year concentrating on the larger payments reconciled to the quickbooks software and associated documentation confirming the payment.

A sampling of receipts selected across the financial year concentrating on the larger value receipts reconciled back to the quickbooks entries.

A check that the information provided in the accounts reconciles to the main balance sheet and income and expenditure statement.

Philip Wyard(MAAT), Finance manager, Medway NHS Foundation Trust
Address : 3 Abbey Place, Faversham, ME13 7BG

DECLARATIONS

The trustees recognise that they are responsible for maintaining proper accounting records that disclose, with reasonable accuracy at any time, the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. The trustees are also responsible for safeguarding the assets of the charity and for taking reasonable steps for the prevention and detection of fraud and other irregularities. The financial statements attached to this report comply with both these statutory requirements and APCG's memorandum and articles of association.

The trustees consider that APCG is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 and members have not required the company to obtain an audit of the accounts for the period in question in accordance with section 476 of the Act. An independent accountant has approved the accounts for 2019.

APCG has taken the advantage of the small companies' exemption in preparing the report above. The trustees declare that they have approved the annual report and financial report above.

Signed on behalf of the trustees

Sarah Harvey (Chairman)

Jo Osborn (Company Secretary)

Lucia Dello-loio (Treasurer)

Gulliver Immink

Hannah Temple

RISK MANAGEMENT

The Trustees have reviewed the major risks to which the charity is exposed. These are primarily concerned with the health and safety of staff, garden members and visitors, compliance with national policy, legislation and good practice, safeguarding and securing sufficient income to cover costs. We have a risk register, which we review annually. Procedures are in place to ensure that people are aware of health and safety risks and their responsibilities, whether they are trustees, staff, members or visitors. As our income comes mainly from irregular grants, fund raising and donations we ensure that there is sufficient funding before making financial commitments.

The expiry of our Reaching Communities Grant was a key risk this year. We submitted a bid for the grant to be extended and redoubled efforts to secure new funding.

We took a stocktake of our policies and procedures, prioritising those needing updating. We also overhauled our insurance arrangements.

THANK YOU

We are incredibly thankful for all the support we receive from all our donors, sponsors, volunteers and the community – thank you for every tea and coffee drunk, every cake consumed, plants and gifts purchased, weeds removed and paths swept, every workshop attended and each donation you have given us. All of this matters and helps us continue what we do well – supporting people when they need us.

We would also like to say an extra special thanks to the following organisations and individuals

- *Our landlords – Old Grammar School Charity*
- *Funders: The Big Lottery Reaching Communities Fund, Kent Community Foundation, KCC Members Grant.*
- *Faversham Rotary Club and Inner Wheel*
- *Waitrose*
- *The Coop*
- *Donors: Lady Swire, Brian Pain*
- *Steve Matthews for his help in monitoring and evaluation*



THANK YOU TO ALL OUR FUNDERS, DONORS AND SUPPORTERS

