

Company no. 02114442  
Charity no. 297091

**St. Werburghs City Farm**  
**Report and Unaudited Financial**  
**Statements**  
**31 March 2019**

## St. Werburghs City Farm

### Reference and administrative details

For the year ended 31 March 2019

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<b>Company number</b>	02114442	
<b>Charity number</b>	297091	
<b>Registered office and operational address</b>	Watercress Road St. Werburghs Bristol BS2 9YJ	
<b>Trustees</b>	Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows: Daniel Bailey                      Treasurer Jonathan Brockwell Judith English Ben Harris Peter Kellett                      resigned 27 September 2018 Anna Kendall Lara Kramer                      resigned 27 September 2018 Hannah Leverton              on sabbatical from November 2018 Ash Meakins                      appointed 27 September 2018 Partheeban Navaratnam Bethany Sutherland	
<b>Key staff</b>	R Ashton A Bowser  S Bull J Clynewood  S Flint  K Halford (nee Lucas) B Lambert F McDonald A Morrow (nee Williams) K Oliver I Patrick P Rainger  E Worrell	18-25 & Wellbeing Manager from January 2019 Volunteer & Conservation Manager from January 2019 Operational Manager (Services) to July 2018 Operational Manager (Site) & Director from September 2018 Supported Training Manager from November 2018 Director Estates and Livestock Manager Office Manager Operational Manager (Site) Director (Maternity Cover) to September 2018 Operational Manager (Child & Youth) Events, Communications and Business Development Manager to February 2019 Propagation Place Business Development Manager from November 2018
<b>Bankers</b>	HSBC Bank PLC 27 Gloucester Road North Filton Bristol BS7 0SQ	Ecology Building Society 7 Belton Road Silsden, Keighley West Yorkshire BD20 0EE

## **St. Werburghs City Farm**

### **Reference and administrative details**

**For the year ended 31 March 2019**

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<b>Investment managers</b>	Epworth Investment Management Limited 9 Bonhill Street London EC2A 4PE
<b>Insurers</b>	Hiscox Insurance c/o Arthur J Gallagher (UK) Limited Spectrum Building 7th Floor 55 Blythswood Street Glasgow G2 7AT
<b>Independent examiners</b>	Godfrey Wilson Limited Chartered accountants and statutory auditors 5th Floor Mariner House 62 Prince Street Bristol BS1 4QD

## **St. Werburghs City Farm**

### **Report of the trustees**

**For the year ended 31 March 2019**

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#### **Chair's report**

The past year has been one of consolidation and development. We have felt the impact of increased competition for funding across the voluntary sector, however we have had several notable successes which have allowed us to continue to offer high-quality services to our community, maintain a free-to-access Farm and invest in our infrastructure to safeguard our sites for future service delivery.

A successful bid to the competitive Power to Change Community Business fund has seen the re-launch of Propagation Place as a volunteer-led Community Business, raising vegetable and herb seedlings for sale to our local allotments and wider community. We have developed a brand new, bespoke eCommerce website for Propagation Place which will contribute to the ongoing financial sustainability of the project.

A successful bid to Bristol City Council's Community Infrastructure Levy has enabled us to invest in our sites, including replacing the Community Building floor; renovating the Amphitheatre at Boiling Wells; improving our natural playground and repairing the roof over our Livestock Barn and feedrooms. Seeing these much-needed repairs and renewals underway has given a corresponding boost to morale. We have also repaired the Café roof and replaced the roofing felt on the Supported Training cabin with a new fibreglass roof. Huge thanks are due to Poole Single Ply, who carried out the repairs to the Supported Training cabin free of charge, and to Polyroof, who donated the materials. Two members of staff ran the Bristol 10k to raise additional money to cover the cost of skips and additional materials for the Supported Training cabin roof, raising over £1,000 between them.

Following a successful bid to Enovert we have been able to replace our long-standing and mostly rotten large wooden greenhouse with a bespoke, aluminium framed greenhouse and carry out landscaping work surrounding the area to increase accessibility for our Supported Training service users. This has resulted in a new area behind the greenhouse being opened up as a "chill out space" for our service users who can sometimes find the busy Farm environment overwhelming. The area is also used for practical workshops and for eating lunch under the shade-sail when the sun is out, and has proved really popular with all of Supported Training's service users. Sarah Flint has taken on the role of Supported Training Project Manager, and has overseen the development of new personal support plans for all of our Supported Training beneficiaries. Supported Training has welcomed three new service users, and is currently running at close to capacity.

We have seen some change within our team over this year, with our core team welcoming six new staff members and one key staff member leaving. Our Director, Kari Halford, returned from maternity leave in September on a job-share basis, with Jess Clynewood stepping up from Operational Manager to take on two days at Director level. The new job-share is working well, with the Farm benefitting from the additional organisational stability of having two people sharing the Director's responsibilities. The two Directors took part in Bristol Come Dancing in March 2019, undergoing 6 weeks of dance training and competing in a sell-out event. The event raised over £26,000 for TEMWA and Aid Box Community, two local Bristol charities.

Huge thanks are due to Kate Oliver, who covered Kari's maternity leave, for her hard work and dedication in steering the Farm through a difficult year and leaving it in robust good health.

Peter Kellet, our Chair of Trustees for 4 years, stepped down this year, and we welcomed Ash Meakins to the board as our new Chair. Heartfelt thanks are given to Peter for the support and clarity he has given to Farm throughout his time as Chair.

## **St. Werburghs City Farm**

### **Report of the trustees**

#### **For the year ended 31 March 2019**

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Following the resignation of our Events, Communications and Business Development Manager Sophie Jerome, last year's Farm Intern, stepped up to Farm Fair Officer as an interim measure to oversee the upcoming Farm Fair with support from Esme Worrell. The Farm Fair team delivered a fantastically successful event, with pre-sales outstripping last year and the event running smoothly and professionally. The Farm Fair was blessed with warm, sunny weather, attracted a bumper crowd and made a profit on a par with last year's record takings. The Duke of York pub took a year off from running the main bar, with Bristol Beer factory stepping up to the mark and running the Haystack Bar in their place. Huge thanks to Sam from Bristol Beer Factory and the team of volunteers organized by Kate Stanley for running such a vibrant bar that made a significant contribution to the overall Farm Fair revenue.

Our three year Big Lottery funded project Enclude came to an end in April 2019. Due to the fundraising efforts of the whole team, the project was able to continue to offer volunteer opportunities for disadvantaged adults after receiving £14,000 funding from the Nineveh Charitable Trust. We also launched a new volunteer project aimed at reducing loneliness in 18 -25 year olds, and are currently offering a range of opportunities including Nature and Craft sessions, Woodland Wellness and Practical Landscaping. We are delighted to have been able to offer Alex Bowsher and Rebecca Ashton new contracts to manage and deliver these projects that are so important, both to their beneficiaries but also to the running of the Farm.

Our Childhood Learning, Youth Development and Cultivate projects have all come under the same umbrella of the Child and Youth project in the past year. Isabel Patrick is the Operational Manager for this project, and she is supported by Ro Fry as maternity cover Project Manager. When Anna Morrow returns from maternity leave, the Project Manager role will become a job-share between Anna and Ro. The three projects together worked with over 1,450 children and young people in this year for more than 10,000 hours of contact time. At the end of March 2019 we welcomed three new Child & Youth Officers - Lou Emerson, Spencer Pearce and Begoña Mirande - to the team, to deliver new sessions to engage children and young people in animal care, nature, crafts and in running our award winning Tuesday Cafe.

We carried out our second staff survey in November 2018, with 17 staff members completing the survey. 47% of respondents thought that the Farm was an excellent place to work, with the remaining 53% choosing good or very good. 88% of respondents felt that the Farm's leadership by the Directors was between 'good' and 'excellent', and that the board of trustees was effective. This is a fantastic outcome and a marked improvement on the results of the staff survey in 2016. This is a testament to the dedication of the whole team to working together to implement improvements and resolve issues as they arise.

Despite the increasingly competitive funding environment, we are entering the new financial year in a strong position. This is down to the whole team working together to increase fundraising efforts, the receipt of a £26,000 anonymous legacy at the start of year and the dedication of all of our staff to ensure that projects come in on budget. We plan to re-invest £50,000 of this year's surplus back into our projects, services and infrastructure over the course of 2019/20. This will ensure that our sites are well maintained and accessible, our staff team is supported and our services are safeguarded into the future.

## **St. Werburghs City Farm**

### **Report of the trustees**

#### **For the year ended 31 March 2019**

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Looking forward, over the coming year we will continue to develop and embed monitoring and evaluation practices that enable us to better demonstrate our impact. This year we seek to create an organisational-wide Theory of Change, whilst the long-term vision is to complete an impact framework to clearly show how the Farm affects its beneficiaries and local neighbourhood. We must also consider and embed recommendations drawn out of the Community Spaces and Co-design phase of the Building Connections Youth Strand Fund (Jan to Mar 2019) to ensure that we better engage and support 18 to 25 year olds within activities.

During the year, we also seek to develop an organisational wide Inclusion and Diversity strategy which, in the long-term, seeks to inform decision making, foster greater diversity of Farm faces and shape delivery mechanisms to ensure the organisation is fully inclusive and more representative of the 9 protected characteristics. We also wish to develop and embed a strategy with clear actions on how the organisation, and its staff and beneficiaries can take a proactive, responsive and educational role that addresses climate change: from where we purchase our materials, to our plans to support biodiversity of our sites.

As the new Chair of Trustees I have enjoyed getting to know the farm team over the last 12 months. From the community events through to seeing the work of the projects first hand, St Werburghs City Farm really is a very special place.

Following a challenging year in 2017-18, the team has delivered some fantastic results in 2018-19, and the difference each project has made to our beneficiaries, the local community and the wider network can be seen through the detail in this report.

I have been inspired by the energy, passion and can-do attitude amongst the team so a big thank you to everyone involved in making the last year such a positive one, and looking into 2020, I am excited by the opportunity we have to strengthen our current offering, continue to make a difference in the community as well as ensuring we are a great place to work for our fantastic team.

On behalf of the trustees I would like to thank the staff team, all of the volunteers, and every member of the local community who has got behind and supported us – without all of your hard work we wouldn't be where we are – thank you, and I look forward to seeing you at the Farm soon.



**Ash Meakins  
Chair of Trustees  
St Werburghs City Farm**

## St. Werburghs City Farm

### Report of the trustees

#### For the year ended 31 March 2019

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The trustees present their report and financial statements for the year ended 31 March 2019. Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the Memorandum and Articles of Association and the Statement of Recommended Practice - Accounting and Reporting by Charities (effective from January 2015).

#### Objectives and activities

***Our vision is to inspire and educate happy, healthy communities through green spaces, local food and each other.***

St Werburghs City Farm is an inner-city oasis. Situated in the Bristol ward of Ashley, next to 4 other wards which fall within the 10% most disadvantaged in the UK, the Farm has developed to meet local needs.

**Using a two-acre small holding, a one-acre community garden, a 2.5-acre conservation site and 13 acres of community allotments, we offer targeted community services that equip people with knowledge, skills and confidence, and provide green sites accessible to all.**

Many of the neighbourhoods that surround the Farm fall within the 10% most disadvantaged areas in the UK. Child poverty is a particular problem with more than half of children living in income-deprived households in 3 areas within walking distance to the Farm. The disadvantages experienced by people in these areas include: unemployment and low household income; low attainment in education/training; poor living environments; increased exposure to alcohol dependence, drugs misuse and crime; in foster care or at risk of going into care; caring for a family member; and lack of access to safe, green space. At the same time, Bristol's population is growing 1.5 times the national average which means more people are squeezed into the same space, especially in the Inner City area where the Farm is located. Around 16% of the overall population are from BME backgrounds but amongst children it is 28% on average, but 50% in Inner City / East Bristol. Bristol residents born outside the UK now rests at 15%, almost doubling in the last decade. Alongside this, sedentary lifestyles, food poverty and poor diet have resulted in an increase in health inequalities including mental health. For many people, they face multiple and complex disadvantages.

Our **aims** are to:

- **increase knowledge of where food comes from** through activities and educational interpretation;
- **increase confidence and knowledge in growing, cooking and eating fresh food** through activities and services that showcase local produce;
- **increase access to locally produced food**, especially Farm grown or reared food by supporting allotment holders, providing a cafe and other services;
- **enhance access to and enjoyment of green spaces** through activities that develop people's awareness of, interest in and confidence to explore their environment;
- **enhance health and well-being** through opportunities that enable people to develop, learn and play outdoors;
- **enhance our sites** by developing them to be welcoming, accessible, playful and informative whilst supporting wildlife and biodiversity;
- **improve communication, helping to create a supportive, friendly and understanding community** through events and activities that bring a diverse range of people together;
- **improve skills and qualifications** through education and training experiences, leading to greater opportunities; and
- **improve engagement**, by building people's capacity and confidence, and supporting them to achieve change.

## St. Werburghs City Farm

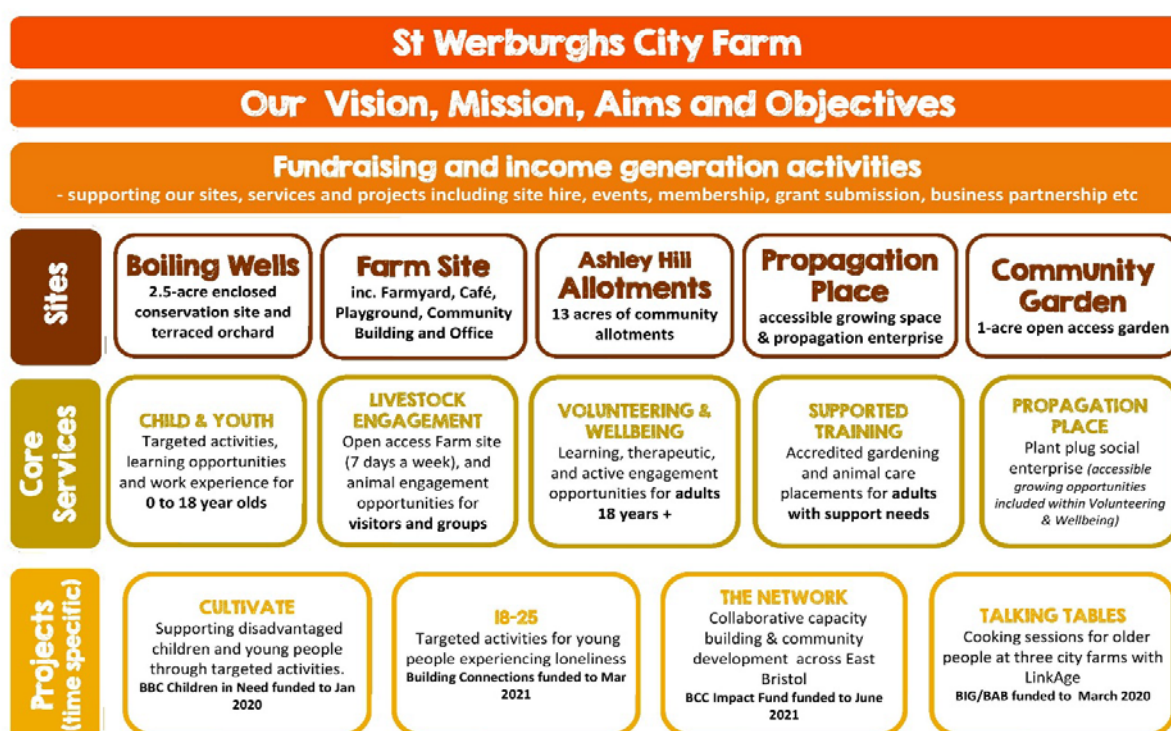
### Report of the trustees

For the year ended 31 March 2019

With more than 3,500 service users, 15,000 people enjoying our events and facilities and more than 40,000 local visitors passing through the gates each year, we are a vital community resource, freely accessible to all.

### Our sites and services

The following diagram shows the Farm's sites, core services and time-specific projects over the next year:



### Impact stories

#### Child & Youth Project

C was referred to us from a local secondary school. In her referral form her teacher wrote 'C sadly lost her father and has become shy and isolated. She is very nervous of new experiences and of making friends. She is socially isolated and does not go out.' C came on our Wildcamp programme and it was the first time she had ever stayed away from home without her mum. The first night was challenging but she made it through and the second night she was the one comforting other young people!

C has come to every single youth club after and has gone from being very scared of chopping wood to being the one teaching others how to do it. C says 'It's like having a top up of happiness each week and I like coming to see my friends'. Her teachers report that she is much more confident in school since Wildcamp and even went to collect an award in front of the whole school- something she would never have been able to do before.



## St. Werburghs City Farm

### Report of the trustees

For the year ended 31 March 2019

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#### The Cultivate Project

A has been attending Stay and Play with his Dad ever since we started and they come to nearly every single session. When A first came to us he had enormous amounts of energy and ran into our conservation and didn't stop running around for the whole session! A lives with his single father who is from a culture where men do not normally participate in the care of children. He was referred to us from his health visitor who was concerned that they live just the two of them in a small flat and A has huge amounts of energy and was not getting outside enough, which was impacting on his behaviour and making life hard for both of them. Since participating in Stay and Play, A's dad reports that they go out every single day now because 'I have seen how much A enjoys it. It's good to tire him out because he sleeps much better now and his behaviour is much better outside- it's like the flat is a pressure cooker but when we get outside he is happy and interested in things'. As a result, it has hugely improved A and his dad's relationship because they have found something they enjoy doing together.

A's dad has become a recruiter for stay and play now and often brings other children and parents from his council block with him because he thinks everyone should be outside more. There are certain activities that A asks to do every session and they are always outside - he loves to play hiding games, playing in the mud kitchen and sitting by the fire which his dad makes every session. I can see his connection to nature transforming - our conservation site is full of wildlife and he always notices small things, such as the friendly robin, or spiders in places that I wouldn't have noticed.



## St. Werburghs City Farm

### Report of the trustees

#### For the year ended 31 March 2019

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##### **The Network - LUSH Housing Cooperative**

In June 2018, Paul met with Community Worker Carla to discuss a number of issues he felt were disproportionately affecting residents living in Easton. Paul shared his concerns about rising house prices, a lack of affordable housing and an insecure local private rental market. After talking it through, Paul came to the conclusion he wanted to start a local housing cooperative in order to mitigate against some of the issues he had been observing.

After flyering and door knocking in their neighbourhood with Carla, Paul organised a meet up for anyone interested in finding a solution to the local housing crisis through forming a housing cooperative. After the first event, a committed group of local residents began to meet every two weeks to discuss common needs and dreams in order to establish a housing cooperative in Easton. The group soon realised they needed to legally register and formalise as a cooperative so over the coming months, they organised a film screening to raise funds and soon connected with a sponsor, who made a large donation to the group to officially register.

Now known as LUSH Housing Cooperative, the group have continued to build skills by attending training in Bristol and London in order to achieve their goal of buying a house and “creating a world where everyone is able to access accommodation appropriate to their needs and budget”. This year, the group worked with new members and Carla to create a group agreement in order to develop their ways of working and to set expectations for future members joining the coop.



## **St. Werburghs City Farm**

### **Report of the trustees**

#### **For the year ended 31 March 2019**

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##### **Our outputs**

Over the year the Farm welcomed approximately 47,065 visitors and engaged over 10,000 people through our services, seasonal events, site hire facilities and self-led visits. Of these figures, an estimated 65% of people live in areas which fall within the 20% most deprived wards in the UK.

We supported 1,270 people in 21,330 hours of targeted activities, and engaged our local community in 30,000 hours of events, including:

- Supported Training – supported 23 adults with learning disabilities to engage in 7,155 hours of supported and therapeutic outdoor training opportunities in horticulture and animal care, promoting mental and physical wellbeing whilst building social skills, confidence and independence;
- Youth Development – engaged 244 disadvantaged young people aged 11 to 18 in 2,419 hours of outdoor recreational and educational activities, supporting them to develop practical and personal skills and build their confidence and self-esteem;
- Childhood Learning – 859 primary school children aged 4 to 11 took part in 4,550 hours of Forest Schools, curriculum-linked school visits and outreach activities, helping them to foster a lifelong interest in, and connection to, the natural world and to see how food is grown and cooked;
- Cultivate – 349 vulnerable children were referred to the Farm to participate in outdoor play and learning activities, building their resilience and capability for education and personal development;
- Estates and Livestock – 47,065 visitors enjoyed the free, year-round, open access city farm, home to more than 50 farm animals;
- Enclude Project – 92 adults experiencing disadvantage engaged in activities that manage the woodland and maintain the sites whilst learning to grow and cook food together, developing practical skills and developing connections to support greater health and wellbeing. 67% of our supported volunteers are unemployed, 68% identify as suffering with poor mental health, 16% have a physical disability and 11% have a learning difficulty;
- Propagation Place – 41 local volunteers maintained the allotment garden, keeping the project running over a gap in funding. Local allotment holders rented propagation tables in the polytunnel, and the project hosted local groups including the St Paul's Somali Women and Children's Group and the Bristol Chinese Group. A successful funding bid saw the project re-launch as a Community Business in 2019, with a brand new bespoke website;
- Community Engagement – this year more than 7,000 people took part in six seasonal events and the annual Summer Fair. As well as bringing the community together, the events raise vital funds to maintain our sites and contribute towards core and management costs. We also welcomed a further 1,500 people as site hires, wedding guests and self-led groups;
- The Network – During the year, the Network Co-ordinators (including the Co-ordinator for Lawrence Hill, based at Barton Hill Settlement) worked with 36 residents to develop plans for local actions. They also supported 22 resident-led events or activities attracting over 1,800 residents, organised 13 engagement events attracting over 900 residents and provided training in social media strategies for residents. Of the people who provided monitoring information, 61% were BME and 77% women; and
- Talking Tables – this collaborative project between the three Bristol City Farms and Bristol Aging Better has entered its second year. It continues to be a popular and well-received project, engaging over 55's in cooking from scratch and eating together.

## **St. Werburghs City Farm**

### **Report of the trustees**

#### **For the year ended 31 March 2019**

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#### **Thank you**

The trustees are very grateful to all those listed below who have supported the work of the charity this year. Without their trust in the Farm and their generous, financial support, we would not have the capacity to support our clients, participate proactively in our community and grow for the future.

#### **Trusts and foundations**

##### **Funder**

Aberdeen Asset  
Ashworth Charitable Trust  
BBC Children in Need  
Bristol City Council, Impact Fund  
Bristol City Council, CIL Fund  
Bristol City Council, Youth Sector Support  
Bristol City Council, Garden Party  
Building Connections (Co-op Fund)  
Douglas Arter  
Enovert  
Ernest Cook Trust  
Fairfield Charitable Trust  
Finnis Scott  
Four Winds Trust  
Garfield Weston  
The Lark Trust  
Linkage (BAB)  
Masonic Charitable Foundation  
Merchant Venturers  
The National Lottery Community Fund  
Natural Selection  
Nisbet Trust  
Northwick Trust  
Oliver Ford Trust  
Power to Change  
Quartet Community Foundation  
Souter Charitable Trust  
Spielman Trust  
St James's Place Foundation  
Stoke Park Friends Fund  
Sylvia Waddilove

##### **SWCF service/project**

Supported Training cabin roof  
Woodland Wellness activities  
Cultivate (until January 2020)  
The Network (until March 2021)  
Facilities and Infrastructure investment  
Child and Youth activities  
The Network activities/events  
18-25 Co-Design and Community Spaces  
Supported Training greenhouse development  
Supported Training greenhouse development  
Child and Youth activities  
Estates and Livestock Project  
Propagation Place  
Child and Youth activities  
Core and central running costs  
Woodland Wellness activities  
Talking Tables  
Youth Development  
Youth Development  
Exclude supported volunteering (to March 2019)  
Child and Youth  
Youth Development  
Supported Training Project  
Supported Training Project  
Propagation Place  
Child and Youth  
Child and Youth  
Childhood Learning  
Youth Development  
Propagation Place  
Urban Farmers (Youth Development)

##### **Donors and sponsors**

Bevan Brittan LLP  
Godfrey Wilson  
Farm Pub  
M&S Eastgate Food Store  
Pieminister  
Waitrose customers

Co-operative Community Fund  
TSB Broadmead  
Lord Barnby's Foundation  
White Stuff Cribbs Causeway  
Wessex Water  
Thresholds

## St. Werburghs City Farm

### Report of the trustees

For the year ended 31 March 2019

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#### Volunteers, members and staff

We would like to say an extra special thank you to:

- The Farm's trustees, local residents who are frequent volunteers at our events, experts in their fields, Farm service users with their families and invaluable advisers;
- Farm Fair team, including Sophie, Esme and Ella, Sam from Bristol Beer Factory, Kate Stanley, Pete from Dawkins brewery, Rich from the Farm pub, and all the local residents who help set up and welcome the event every year;
- Our amazing members who give generously each month to support the ongoing services we run – you are true heroes!;
- All the businesses and groups that take part in team challenge days to help improve and maintain our facilities;
- Ashley Vale Action Group;
- Ashley Vale Allotments Association;
- Narrowways Millennium Green Trust;
- Tyndale Farm Vet Practice;
- Miriam Bishop of Bevan Brittan;
- Leona Williamson and staff of the City Farm Café;
- Farm service users, members and supportive residents; and
- The dedicated, loyal, skilled, hard-working, kind Farm staff, every one of them.

**To you all, a big, warm thank you for your energy, enthusiasm and continued commitment to making the Farm an inspiring and caring place.**

#### Financial review

The Farm's total incoming resources for 2018-19 were £751,825. Total expenditure was £567,893.

Net gains on investments were £1,054. Including funds carried forward, the Farm's total funds are £837,384, of which £431,855 is a tangible fixed asset (capital buildings, not cash in the bank) and £119,160 are restricted funds which will support service delivery in 2019-20. Excluding these funds, the Farm ends the year with £286,369 unrestricted funds which comprises three months' operational costs as reserves £90,236, designated reserves for unplanned HR/building/emergency costs at £30,000 and free reserves (general funds) of £166,133.

**Figure one: Financial summary**

	Historic	Historic	Historic	Historic	Historic	Historic	Historic	Recent
	£	£	£	£	£	£	£	£
Period Ending	2012	2013	2014	2015	2016	2017	2018	2019
Total Income	315,365	261,586	325,889	334,144	717,955	587,274	567,968	751,825
Total Expenditure	266,621	251,655	306,468	313,705	352,637	495,465	594,864	567,893
Net gains / losses	4,764	1,878	-2,932	5,313	0	2,473	-962	1,054
<b>Surplus / Deficit</b>	<b>48,744</b>	<b>9,931</b>	<b>19,421</b>	<b>20,439</b>	<b>365,410</b>	<b>94,282</b>	<b>-27,858</b>	<b>184,986</b>
Fixed Assets	102,996	105,241	96,323	96,330	462,958	521,576	496,181	492,086
Current Assets	77,607	96,381	112,493	154,124	152,885	212,714	200,046	383,173
Current Liabilities	-10,440	-19,650	-10,355	-29,890	-29,869	-54,034	-43,829	-37,875
Unrestricted Funds	122,932	181,972	198,461	240,213	585,974	680,256	601,752	718,224
Restricted Funds	47,231	39,129	26,541	69,161	24,295	60,581	50,646	119,160
Adjustments			-3,649					
<b>Total Funds</b>	<b>170,163</b>	<b>221,101</b>	<b>225,002</b>	<b>309,374</b>	<b>610,269</b>	<b>740,837</b>	<b>652,398</b>	<b>837,384</b>



## St. Werburghs City Farm

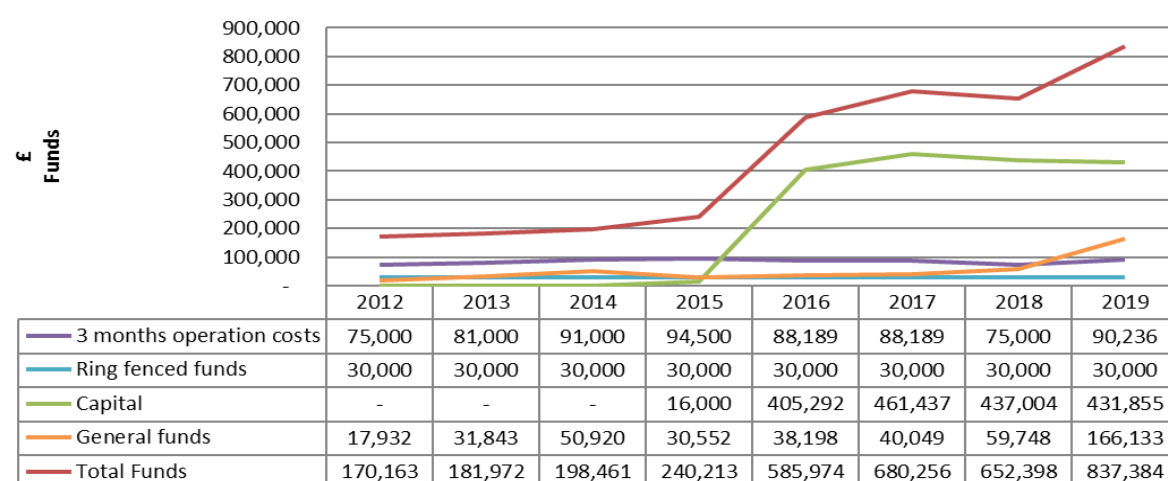
### Report of the trustees

#### For the year ended 31 March 2019

#### Increase in funds

As outlined in Figure 1 and 2, the Farm's total funds and general funds have increased significantly in the last eight years in line with our Operational Plans, good governance and solid reputation for quality services.

**Figure two: End of year funds analysis**



The increase of general funds of £106,385 since 2018 is attributed to:

- £20,482 of the legacy remaining to allocate, however as a donation this is not shown as a restricted fund;
- £8,000 donation received from Thresholds which is earmarked for Supported Training expenditure in 2019-20 but does not show as a restricted fund;
- £6,252 increase in site hire and wedding income;
- £6,084 increase in educational workshops, placements and visits;
- £4,814 increase in Farm Summer Fair and other event income;
- Delayed replacement of the site's Operational Manager (in Youth capacity) during maternity leave, due to project restructure; and
- Reduced expenditure for Estates and Livestock Manager as they trialled working 1 day a week for Windmill Hill City Farm.

The legacy fund (£20,482) and Thresholds donation (£8,000) will be allocated to project expenditure within 2019-20. A further £5,000 of unrestricted funds was pledged by trustees (board meeting 27/9/2018) to support the continuation of the Volunteer & Wellbeing Project following the end of the National Lottery Community Fund grant in March 2019. **Excluding this allocated expenditure, which amounts to £33,482, there is a total of £132,651 undesignated general funds.**

#### Unrealised gains and losses

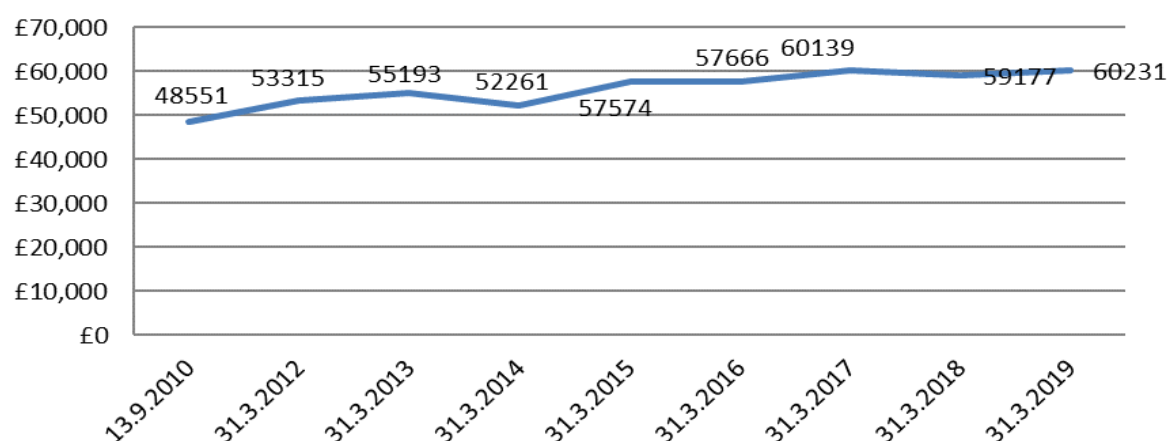
It is the policy of the trustees to invest funds on medium and short-term deposits and review these investments periodically. At the end of the year the Farm had £60,231 invested in the Affirmative Fixed Interest Fund for Charities, £76,635 in the Ecology Building Society, and the remaining funds are maintained in our current account to manage the day to day business. During the course of the year, the Farm's investments saw a net gain of £1,054 compared to a loss of (£962) in 2017-18.

## St. Werburghs City Farm

### Report of the trustees

For the year ended 31 March 2019

Figure three: Investment income 2010-2019



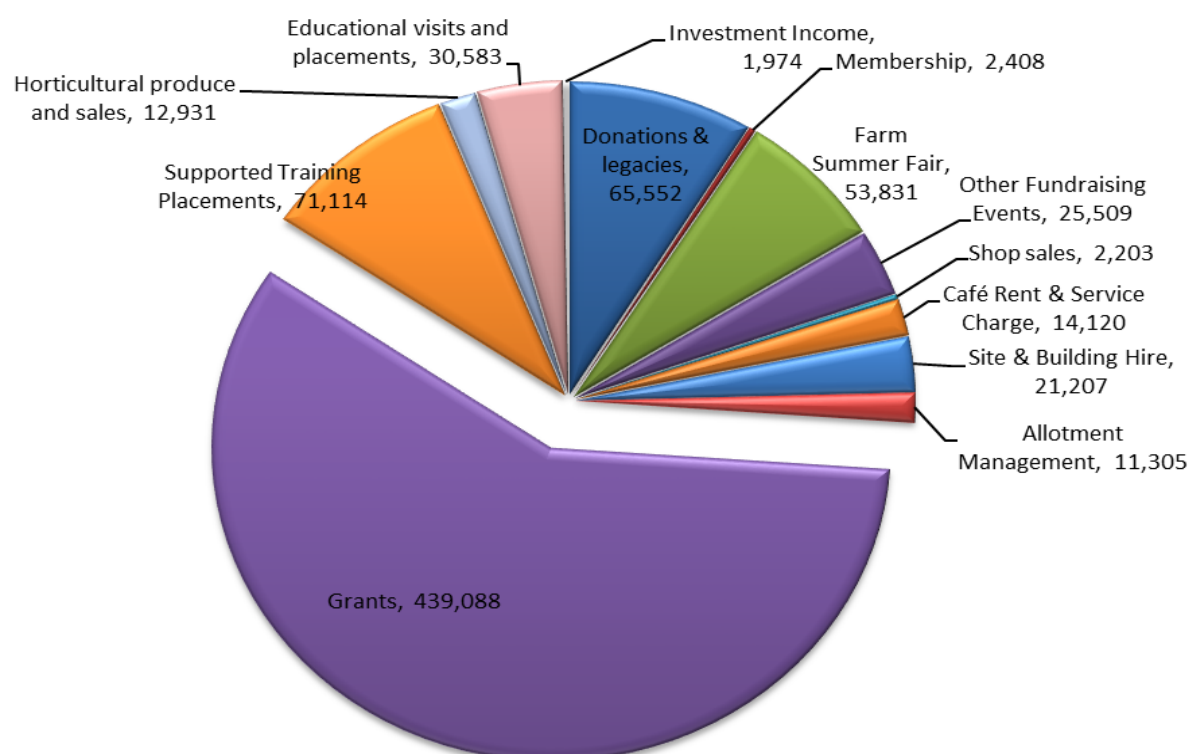
### Market Value of Affirmative Fixed Interest Fund

As of 31st March each year

### Income model

The income model for the organisation is reasonably balanced between trust and foundation grants, generated income such as commissioned services, fees, sales and fundraising events as illustrated:

Figure four: Income streams 2018-2019



## **St. Werburghs City Farm**

### **Report of the trustees**

#### **For the year ended 31 March 2019**

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##### **Investing surplus general funds**

Based on our the increase in general funds, **the trustees seek to re-invest some of this year's surplus back** into our projects, services and infrastructure prioritising items/areas that will improve service delivery and increase sustainability. This will ensure that our sites are well maintained and accessible, our staff team is supported and our services are safeguarded into the future.

Following consultation with staff (which includes feedback from beneficiaries) through managers meetings, supervisions, the Staff Satisfaction Survey and through observation, a list of proposed investment areas has been compiled. It states the description/rationale for investment, amount requested and timescale in which investment is required. Trustees, staff and beneficiaries will review the investment options in order to determine the priority areas taking into consideration:

- if a facility/service provision is limited without investment;
- investment areas that may not be applicable / attractive for grant funding;
- investment areas that require immediate attention; and
- investment options that support future income growth or sustainability.

##### **Next steps**

- Staff, trustees and beneficiaries consulted to determine key priorities;
- Recommendations for investment delivered to Board; and
- Board to discuss and agree areas of investment, if any.

##### **Plans for 2019-20**

Towards the end of 2019, we will launch the 2020-2023 strategy, as such 2019-20 will focus on maintaining steady development and delivery of our current services and sites, whilst completing any outstanding objectives from the last 3 year strategy. During the year, we will complete a series of consultation opportunities and development sessions to ensure that our future plans are ambitions yet realistically set within a challenging and uncertain environment.

Over the last two years SWCF has been moving from Bristol City Council core and management funding and block funding for Supported Training (which both ended in June 2017) towards more sustainable sources. We are now seeking full-cost-recovery grants and budgets for all our projects to cover core and management costs; increased spot purchase income for Supported Training from client's Social Services individual payments budgets; a greater proportion of fee income from sales and services such as room hire, produce sales, educational visits and training courses; more donations arising from new initiatives such as Adopt an Animal packs; and a more predictable income from the Farm's well-frequented seasonal events.

With support from Power to Change, this summer will see our budding social enterprise, Propagation Place, back up to full operation, growing and selling plant plugs to a local customer base and online orders. We will also launch the new Shop Kiosk offering a space to showcase and sell produce and products made through our services. We also seek to review and re-launch the Events and Business Development Manager role with clear targets to improve and increase our range of unrestricted income generating schemes.



## **St. Werburghs City Farm**

### **Report of the trustees**

#### **For the year ended 31 March 2019**

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We continue to develop and embed monitoring and evaluation practices that enable us to better demonstrate our impact. This year we seek to create an organisational-wide Theory of Change, whilst the long-term vision is to complete an impact framework that allows us to clearly show the impact that the Farm has on its beneficiaries and local neighbourhood. We must also consider and embed recommendations drawn out of the Community Spaces and Co-design phase of the Building Connections Youth Strand Fund (Jan to Mar 2019) to ensure that we better engage and support 18 to 25 year olds within activities.

During the year, we also seek to develop an organisational wide Inclusion and Diversity strategy which in the long-term, seeks to inform decision making, foster greater diversity of Farm faces and shape delivery mechanisms to ensure the organisation is fully inclusive and more representative of the 9 protected characteristics. We also wish to develop and embed a strategy with clear actions on how the organisation, and its staff and beneficiaries can take a proactive, responsive and educational role that addresses climate change: from where we purchase our materials, to our plans to support biodiversity of our sites.

The challenges that face us this year include: ever greater competition for trust and foundation funding as public funds diminish; uncertainty around the impact of Brexit; maximising opportunities to grow Propagation Place business organically; very little leeway in our project budgets; the need to secure 2 years+ funding for our Volunteer & Wellbeing and Child & Youth services; completing site/facility investment funded through Bristol City Council Community Infrastructure Levy; and developing a relevant, ambitious, yet realistic 3-year strategy by Sept 2019. At the same time, we are witnessing an unprecedented increase in the number of vulnerable, isolated and disadvantaged beneficiaries accessing our activities and projects. The demand for services that support greater health and wellbeing, develop capacity and resilience and build a sense of community is growing. As such it is vital that we consolidate and strengthen the services / projects we already offer, utilise feedback from beneficiaries / partners / stakeholders to identify areas for growth and development whilst ensuring quality, impact and consistency. In particular, we must ensure that we draw down funds to continue to offer therapeutic, supportive and skill-based activities that engage disadvantaged people across all 4 sites.

#### **Structure, governance and management**

St Werburghs City Farm became operational and began delivering services on 2 May 1980. It registered as St Werburghs City Farm on 29 June 1987. The company was incorporated on 23 March 1987 under a Memorandum of Association which sets out the objects and powers of the charitable company and is governed under its Articles of Association.

The organisation is managed by a Board of Trustees, a team of staff and lead volunteers. The Board of Trustees is responsible for ensuring that the Farm fulfils the objects of the charity as set out in our Articles of Association, and that we work towards our vision. Collectively, the trustees are responsible for financial governance, risk mitigation, setting the vision and strategy, and approving the operational plans in consultation with the staff team. Trustees are elected by members at the Annual General Meeting. In the event of the company being wound up, the liability of members will not exceed £1 each.

## **St. Werburghs City Farm**

### **Report of the trustees**

#### **For the year ended 31 March 2019**

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The staff team is led by two Directors who are directly responsible to the board. Operational management is overseen by the Child & Youth Operational Manager and the Sites Operational Manager. Together they support and guide a number of project managers and staff. The staff team fluctuates, depending on season and level of service delivery, between 27-30 people, most of whom work part time. Each year we review the Organisational Structure to ensure that it is fit and responsive to the aims of the year ahead, presenting it within the Operational Plan. We are very proud of the fact that staff retention is very high, and seek to encourage personal growth of the team wherever possible.

Volunteers play a vital role in supporting project delivery and fundraising activities. The Farm engages volunteers in its events, site maintenance and services. It is experienced at running supported volunteering programmes for vulnerable young people and adults. All projects ensure that volunteers and service users are engaged in the design, delivery and evaluation of activities, ensuring that their views are at the heart of the organisation. The Farm's outdoor settings in a green valley are conducive to positive health and wellbeing outcomes.

#### **Risk statement**

Major risks, specific to the organisation are documented and assessed within the organisation's Strategic Risk Register. This document is reviewed and updated at Managers' Meeting every week, and scrutinised bi-monthly at subcommittee and board meetings. Systems or procedures are developed to mitigate new risks as they arise. Trustees review the finances at each board and subcommittee meeting. Full insurance cover is in place and DBS checks are carried out on all staff.

#### **Statement of responsibilities of the trustees**

The trustees (who are also directors of the charity for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

Company law 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 charity and of the income and expenditure of the charity for that period. In preparing those financial statements the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will 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 which 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 hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

## **St. Werburghs City Farm**

### **Report of the trustees**

#### **For the year ended 31 March 2019**

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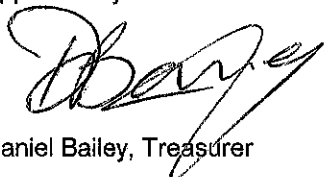
The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

#### **Independent examiners**

Godfrey Wilson Limited were re-appointed as independent examiners to the charitable company during the year and have expressed their willingness to continue in that capacity.

Approved by the trustees on 24 July 2019 and signed on their behalf by

A handwritten signature in black ink, appearing to read 'D Bailey', is written over the printed name of the Treasurer.

Daniel Bailey, Treasurer

## **Independent examiner's report**

**To the trustees of**

### **St. Werburghs City Farm**

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I report to the trustees on my examination of the accounts of St. Werburghs City Farm (the charitable company) for the year ended 31 March 2019, which are set out on pages 20 to 38.

#### **Responsibilities and basis of report**

As the trustees of the charitable company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the charitable company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charitable company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

#### **Independent examiner's statement**

Since the charitable company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales (ICAEW), which is one of the listed bodies.

Godfrey Wilson Limited also provides payroll services to the charitable company. I confirm that as a member of the ICAEW I am subject to the FRC's Revised Ethical Standard 2016, which I have applied with respect to this engagement.

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 charitable 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 methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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 in order to enable a proper understanding of the accounts to be reached.



Date: 24 July 2019

**Rob Wilson FCA**

**Member of the ICAEW**

For and on behalf of:

**Godfrey Wilson Limited**

Chartered accountants and statutory auditors

5th Floor Mariner House

62 Prince Street

Bristol, BS1 4QD

# St. Werburghs City Farm

## Statement of financial activities *(incorporating an income and expenditure account)*

**For the year ended 31 March 2019**

	Note	Restricted £	Unrestricted £	2019 Total £	2018 Total £
<b>Income from:</b>					
Donations and legacies	3	-	65,552	<b>65,552</b>	59,585
Charitable activities	4	439,088	114,628	<b>553,716</b>	382,277
Other trading activities	5	-	130,583	<b>130,583</b>	124,285
Investments		-	1,974	<b>1,974</b>	1,821
<b>Total income</b>		<u>439,088</u>	<u>312,737</u>	<b><u>751,825</u></b>	<u>567,968</u>
<b>Expenditure on:</b>					
Raising funds		4,368	32,300	<b>36,668</b>	29,556
Charitable activities		<u>340,401</u>	<u>190,824</u>	<b><u>531,225</u></b>	<u>565,308</u>
<b>Total expenditure</b>	7	<u>344,769</u>	<u>223,124</u>	<b><u>567,893</u></b>	<u>594,864</u>
Net gains / (losses) on investments		-	1,054	<b>1,054</b>	(962)
<b>Net income / (expenditure)</b>		94,319	90,667	<b>184,986</b>	(27,858)
Transfers between funds		<u>(25,805)</u>	<u>25,805</u>	-	-
<b>Net movement in funds</b>	8	68,514	116,472	<b>184,986</b>	(27,858)
<b>Reconciliation of funds:</b>					
Total funds brought forward		<u>50,646</u>	<u>601,752</u>	<b><u>652,398</u></b>	<u>680,256</u>
<b>Total funds carried forward</b>		<u><u>119,160</u></u>	<u><u>718,224</u></u>	<b><u><u>837,384</u></u></b>	<u><u>652,398</u></u>

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in Note 19 to the accounts.

# St. Werburghs City Farm

## Balance sheet

As at 31 March 2019

	Note	£	2019 £	2018 £
<b>Fixed assets</b>				
Tangible assets	11		431,855	437,004
Investments	12		<u>60,231</u>	<u>59,177</u>
			<b>492,086</b>	<b>496,181</b>
<b>Current assets</b>				
Stock	13	1,339		1,762
Debtors	14	14,827		15,678
Cash at bank and in hand		<u>367,007</u>		<u>182,606</u>
		<b>383,173</b>		<b>200,046</b>
<b>Liabilities</b>				
Creditors: amounts falling due within 1 year	15	<u>(37,875)</u>		<u>(43,829)</u>
<b>Net current assets</b>			<b>345,298</b>	<b>156,217</b>
<b>Net assets</b>	18		<b>837,384</b>	<b>652,398</b>
<b>Funds</b>	19			
Restricted funds			119,160	50,646
Unrestricted funds				
Designated funds			120,236	105,000
Capital fund			431,855	437,004
General funds			<u>166,133</u>	<u>59,748</u>
<b>Total charity funds</b>			<b>837,384</b>	<b>652,398</b>

The directors are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477(2), and that no member or members have requested an audit pursuant to section 476 of the Act.

The directors acknowledge their responsibilities for:

- ensuring that the Company keeps proper accounting records which comply with section 386 of the Act; and
- preparing financial statements which give a true and fair view of the state of affairs of the Company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of section 393, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the company.

These accounts have been prepared in accordance with the special provisions applicable to companies subject to the small companies' regime.

Approved by the trustees on 24 July 2019 and signed on their behalf by

  
Daniel Bailey, Treasurer

**St. Werburghs City Farm****Statement of cash flows****For the year ended 31 March 2019**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
<b>Net movement in funds</b>	<b>184,986</b>	<b>(27,858)</b>
Adjustments for:		
Depreciation charges	<b>27,826</b>	27,826
Loss on disposal of fixed assets	<b>3,443</b>	-
(Gains) / losses on investments	<b>(1,054)</b>	962
Dividends, interest and rents from investments	<b>(1,974)</b>	(1,821)
Decrease / (increase) in stock	<b>423</b>	(661)
Decrease / (increase) in debtors	<b>851</b>	652
Increase / (decrease) in creditors	<b>(5,954)</b>	(10,205)
<b>Net cash provided by / (used in) operating activities</b>	<b>208,547</b>	<b>(11,105)</b>
<b>Cash flows from investing activities:</b>		
Dividends, interest and rents from investments	<b>1,974</b>	1,821
Purchase of tangible fixed assets	<b>(26,120)</b>	(3,393)
<b>Net cash provided by / (used in) investing activities</b>	<b>(24,146)</b>	<b>(1,572)</b>
<b>Net cash provided in / (used in) financing activities</b>	<b>-</b>	<b>-</b>
<b>Increase / (decrease) in cash and cash equivalents in the year</b>	<b>184,401</b>	<b>(12,677)</b>
Cash and cash equivalents at the beginning of the year	<b>182,606</b>	195,283
<b>Cash and cash equivalents at the end of the year</b>	<b>367,007</b>	<b>182,606</b>

## **St. Werburghs City Farm**

### **Notes to the financial statements**

**For the year ended 31 March 2019**

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#### **1. Accounting policies**

##### **a) Basis of preparation**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

St. Werburghs City Farm meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

##### **b) Going concern basis of accounting**

The accounts have been prepared on the assumption that the charity is able to continue as a going concern, which the trustees consider appropriate having regard to the current level of unrestricted reserves. There are no material uncertainties about the charity's ability to continue as a going concern.

##### **c) Income**

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the items of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from the government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executors to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have been met, then the legacy is treated as a contingent asset and disclosed if material.

Income received in advance of the provision of services is deferred until criteria for income recognition are met.



## **St. Werburghs City Farm**

### **Notes to the financial statements**

**For the year ended 31 March 2019**

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#### **d) Donated services and facilities**

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item, is probable and the economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

#### **e) Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity: this is normally upon notification of the interest paid or payable by the bank.

#### **f) Funds accounting**

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

Restricted funds for the purpose of purchasing or constructing fixed assets are transferred to unrestricted funds if the restriction has been discharged by the purchase or construction of the asset.

#### **g) Expenditure and irrecoverable VAT**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

#### **h) Allocation of support costs**

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. These costs have all been allocated to charitable activities.

## **St. Werburghs City Farm**

### **Notes to the financial statements**

#### **For the year ended 31 March 2019**

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##### **i) Tangible fixed assets**

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Farm buildings	10 years straight line
Plant and equipment	10 years straight line
Motor vehicles	4 years straight line
Land and buildings	25 years straight line

Items of equipment are capitalised where the purchase price exceeds £500.

No depreciation is provided on freehold land.

For capital items funded by restricted grants, if the restriction was discharged by the purchase or construction of the asset, the funds are transferred to unrestricted funds.

##### **j) Stock**

Stock is included at the lower of cost or net realisable value. Donated items of stock are recognised at fair value which is the amount the charity would have been willing to pay for the items on the open market.

##### **k) Debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

##### **l) Cash at bank and in hand**

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

##### **m) Creditors**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

##### **n) Financial instruments**

The trust only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently recognised at amortised cost using the effective interest method.

##### **o) Pension costs**

The company operates a defined contribution pension scheme for its employees. There are no further liabilities other than that already recognised in the SOFA.

# St. Werburghs City Farm

## Notes to the financial statements

For the year ended 31 March 2019

### 2. Prior period comparatives

	Restricted £	Unrestricted £	2018 Total £
<b>Income from:</b>			
Donations and legacies	-	59,585	<b>59,585</b>
Charitable activities	244,966	137,311	<b>382,277</b>
Other trading activities	-	124,285	<b>124,285</b>
Investments	-	1,821	<b>1,821</b>
<b>Total income</b>	<b>244,966</b>	<b>323,002</b>	<b>567,968</b>
<b>Expenditure on:</b>			
Raising funds	-	29,556	<b>29,556</b>
Charitable activities	254,901	310,407	<b>565,308</b>
<b>Total expenditure</b>	<b>254,901</b>	<b>339,963</b>	<b>594,864</b>
Net gains / (losses) on investments	-	(962)	<b>(962)</b>
<b>Net income / (expenditure) and net movement in funds</b>	<b>(9,935)</b>	<b>(17,923)</b>	<b>(27,858)</b>

### 3. Income from donations and legacies

	Restricted £	Unrestricted £	2019 Total £	2018 Total £
Bristol City Council - core grant	-	-	-	8,971
Legacies	-	26,588	<b>26,588</b>	-
Voluntary donations	-	38,964	<b>38,964</b>	50,614
	<b>-</b>	<b>65,552</b>	<b>65,552</b>	<b>59,585</b>

*All income from donations and legacies was unrestricted in the prior year.*

# St. Werburghs City Farm

## Notes to the financial statements

For the year ended 31 March 2019

### 4. Income from charitable activities

	Restricted £	Unrestricted £	2019 Total £
<b>Grants &gt; £10,000:</b>			
BBC Children in Need	28,624	-	<b>28,624</b>
The National Lottery Community Fund	73,690	-	<b>73,690</b>
Bristol City Council - Community Infrastructure	42,954	-	<b>42,954</b>
Bristol City Council - Impact Fund	65,919	-	<b>65,919</b>
Enovert Community Trust	21,974	-	<b>21,974</b>
Fairfield Charitable Trust	10,000	-	<b>10,000</b>
Garfield Weston	40,000	-	<b>40,000</b>
Linkage	11,420	-	<b>11,420</b>
Masonic Charitable Foundation	13,085	-	<b>13,085</b>
Ninevah Charitable Trust	14,174	-	<b>14,174</b>
Nisbet Trust	11,000	-	<b>11,000</b>
Power to Change	30,740	-	<b>30,740</b>
<b>Grants &lt; £10,000</b>	<u>75,508</u>	<u>-</u>	<u><b>75,508</b></u>
Total grant income	439,088	-	<b>439,088</b>
Supported training placements	-	71,114	<b>71,114</b>
Horticultural and farm sales	-	12,931	<b>12,931</b>
Workshops	-	30,583	<b>30,583</b>
	<u>439,088</u>	<u>114,628</u>	<u><b>553,716</b></u>

### Prior year comparative

	Restricted £	Unrestricted £	2018 Total £
<b>Grants &gt; £10,000:</b>			
BBC Children in Need	27,002	-	27,002
The National Lottery Community Fund	93,661	-	93,661
Bristol City Council - Impact Fund	49,439	-	49,439
Bristol City Council - People Directorate, Adult Commissioning	14,100	-	14,100
Masonic Charitable Foundation	12,704	-	12,704
Nisbet Trust	11,000	-	11,000
People's Health Trust	16,288	-	16,288
<b>Grants &lt; £10,000</b>	<u>20,772</u>	<u>3,000</u>	<u>23,772</u>
Total grant income	244,966	3,000	247,966
Supported training placements	-	61,750	61,750
Horticultural and farm sales	-	45,062	45,062
Workshops	-	27,499	27,499
	<u>244,966</u>	<u>137,311</u>	<u>382,277</u>

## St. Werburghs City Farm

### Notes to the financial statements

For the year ended 31 March 2019

#### 5. Income from other trading activities

	Restricted £	Unrestricted £	2019 Total £	2018 Total £
Memberships	-	2,408	<b>2,408</b>	2,333
Farm fair	-	53,831	<b>53,831</b>	47,400
Fundraising events	-	25,509	<b>25,509</b>	27,126
Shop sales	-	2,203	<b>2,203</b>	2,940
Café rent and service charge	-	14,120	<b>14,120</b>	12,718
Site hire	-	21,207	<b>21,207</b>	14,955
Allotments	-	11,305	<b>11,305</b>	12,606
Miscellaneous	-	-	-	4,207
	<u>-</u>	<u>130,583</u>	<u><b>130,583</b></u>	<u>124,285</u>

*All income from other trading activities was unrestricted in the prior year.*

#### 6. Government grants

The charitable company receives government grants, defined as funding from The National Lottery Community Fund and Bristol City Council to fund charitable activities. The total value of such grants was £188,554 (2018: £166,171). There are no unfulfilled conditions or contingencies attaching to these grants.

# **St. Werburghs City Farm**

## **Notes to the financial statements**

**For the year ended 31 March 2019**

### **7. Total expenditure**

				<b>Prior year comparative</b>		
	Raising funds	Charitable activities	2019 Total	Raising funds	Charitable activities	2018 Total
	£	£	£			£
Staff costs (note 9)	-	377,906	<b>377,906</b>	-	386,540	386,540
Recruitment and training	-	6,007	<b>6,007</b>	-	7,808	7,808
Summer fair	23,412	-	<b>23,412</b>	17,039	-	17,039
Events and fundraising costs	8,789	-	<b>8,789</b>	9,437	-	9,437
Advertising	4,467	-	<b>4,467</b>	3,080	-	3,080
Printing, postage and stationery	-	883	<b>883</b>	-	14,131	14,131
Equipment hire	-	1,064	<b>1,064</b>	-	1,884	1,884
Computer expenses	-	18,364	<b>18,364</b>	-	1,740	1,740
Telephone	-	3,301	<b>3,301</b>	-	2,648	2,648
Consultancy, legal and professional	-	5,531	<b>5,531</b>	-	7,579	7,579
Accountancy fees	-	3,014	<b>3,014</b>	-	2,945	2,945
Sundry expenses	-	2,472	<b>2,472</b>	-	1,820	1,820
Rent and rates	-	12,211	<b>12,211</b>	-	8,303	8,303
Heat and light	-	7,810	<b>7,810</b>	-	9,616	9,616
Insurance	-	6,072	<b>6,072</b>	-	5,390	5,390
Repairs and maintenance	-	25,108	<b>25,108</b>	-	31,868	31,868
Travel	-	1,536	<b>1,536</b>	-	879	879
Health and safety	-	2,678	<b>2,678</b>	-	1,251	1,251
Bad debts	-	(250)	<b>(250)</b>	-	23,031	23,031
Volunteer and trustee expenses	-	960	<b>960</b>	-	713	713
Depreciation	-	27,826	<b>27,826</b>	-	27,826	27,826
Loss on disposal of fixed assets	-	3,443	<b>3,443</b>	-	-	-
Activity and project costs	-	25,289	<b>25,289</b>	-	29,336	29,336
	<b>36,668</b>	<b>531,225</b>	<b>567,893</b>	<b>29,556</b>	<b>565,308</b>	<b>594,864</b>

## St. Werburghs City Farm

### Notes to the financial statements

#### For the year ended 31 March 2019

#### 8. Net movement in funds

This is stated after charging:

	2019 £	2018 £
Depreciation	27,826	27,826
Trustees' remuneration	Nil	Nil
Trustees' reimbursed expenses	-	713
Auditors' remuneration:		
▪ Independent examination (including VAT)	1,650	1,620
▪ Other services (including VAT)	1,365	1,325

#### 9. Staff costs and numbers

Staff costs were as follows:

	2019 £	2018 £
Salaries and wages	345,646	361,688
Social security costs	9,865	10,233
Pension costs	9,847	9,178
Freelance staff	12,548	5,441
	<u>377,906</u>	<u>386,540</u>

No employee earned more than £60,000 during the current or prior year.

The key management personnel of the charitable company comprise the Trustees, the Directors and the Director Maternity Cover. The total employee benefits of the key management personnel were £59,306 (2018: £54,943).

	2019 No.	2018 No.
Average head count (FTE)	<u>16.00</u>	<u>15.00</u>

#### 10. Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

# St. Werburghs City Farm

## Notes to the financial statements

For the year ended 31 March 2019

### 11. Tangible fixed assets

	Farm buildings	Plant and equipment	Motor vehicles	Land and buildings	Total £
<b>Cost</b>					
At 1 April 2018	125,320	39,894	10,141	405,022	<b>580,377</b>
Disposals in year	(39,089)	(39,894)	(10,141)	-	<b>(89,124)</b>
Additions in year	26,120	-	-	-	<b>26,120</b>
At 31 March 2019	112,351	-	-	405,022	<b>517,373</b>
<b>Depreciation</b>					
At 1 April 2018	69,727	39,531	10,141	23,974	<b>143,373</b>
On disposal	(35,901)	(39,639)	(10,141)	-	<b>(85,681)</b>
Charge for the year	11,517	108	-	16,201	<b>27,826</b>
At 31 March 2019	45,343	-	-	40,175	<b>85,518</b>
<b>Net book value</b>					
<b>At 31 March 2019</b>	<b>67,008</b>	<b>-</b>	<b>-</b>	<b>364,847</b>	<b>431,855</b>
At 31 March 2018	55,593	363	-	381,048	437,004

### 12. Investments

	2019 £	2018 £
Market value at 1 April 2018	59,177	60,139
Unrealised gains / (losses)	1,054	(962)
<b>Market value at 31 March 2019</b>	<b>60,231</b>	<b>59,177</b>
Historical cost:		
<b>At 31 March 2019</b>	<b>49,925</b>	<b>49,925</b>

### 13. Stock

	2019 £	2018 £
Livestock, deadstock and feed	1,339	1,762



## St. Werburghs City Farm

### Notes to the financial statements

For the year ended 31 March 2019

#### 14. Debtors

	2019 £	2018 £
Trade debtors	9,913	5,535
Prepayments	2,309	1,454
Accrued income	2,605	7,829
Other debtors	-	860
	<u>14,827</u>	<u>15,678</u>

#### 15. Creditors: amounts due within 1 year

	2019 £	2018 £
Trade creditors	3,747	5,022
Accruals	16,984	24,044
Deferred income (see note 16)	7,446	6,345
Other taxation and social security	5,615	4,495
Other creditors	4,083	3,923
	<u>37,875</u>	<u>43,829</u>

#### 16. Deferred income

	2019 £	2018 £
At 1 April 2018	6,345	6,261
Deferred during the year	7,446	6,345
Released during the year	<u>(6,345)</u>	<u>(6,261)</u>
At 31 March 2019	<u>7,446</u>	<u>6,345</u>

Deferred income relates to income taken in advance for allotments.

# St. Werburghs City Farm

## Notes to the financial statements

For the year ended 31 March 2019

### 17. Financial instruments

	2019 £	2018 £
Financial assets measured at fair value:		
Investments	<u>60,231</u>	<u>59,177</u>
Financial assets measured at amortised cost:		
Cash at hand	367,007	182,606
Trade debtors	9,913	5,535
Accrued income	2,605	7,829
Other debtors	<u>-</u>	<u>860</u>
	<u>379,525</u>	<u>196,830</u>
Financial liabilities measured at amortised cost:		
Trade creditors	3,747	5,022
Accruals	16,984	24,044
Other creditors	<u>4,083</u>	<u>3,923</u>
	<u>24,814</u>	<u>32,989</u>

### 18. Analysis of net assets between funds

	Restricted funds £	Unrestricted funds £	Total funds £
Tangible fixed assets	-	431,855	431,855
Investments	-	60,231	60,231
Current assets	119,160	264,013	383,173
Current liabilities	<u>-</u>	<u>(37,875)</u>	<u>(37,875)</u>
<b>Net assets at 31 March 2019</b>	<u>119,160</u>	<u>718,224</u>	<u>837,384</u>
<b>Prior year comparative</b>			
Tangible fixed assets	-	437,004	437,004
Investments	-	59,177	59,177
Current assets	50,646	149,400	200,046
Current liabilities	<u>-</u>	<u>(43,829)</u>	<u>(43,829)</u>
<b>Net assets at 31 March 2018</b>	<u>50,646</u>	<u>601,752</u>	<u>652,398</u>

# St. Werburghs City Farm

## Notes to the financial statements

For the year ended 31 March 2019

### 19. Movements in funds

	At 1 April 2018 £	Income £	Expenditure £	Transfers between funds £	At 31 March 2019 £
<b>Restricted funds</b>					
Aberdeen Asset	-	2,032	(2,032)	-	-
Ashworth Trust	-	3,000	-	-	3,000
BBC Children in Need	2,763	28,624	(29,215)	-	2,172
The National Lottery Community	10,416	73,690	(83,998)	-	108
Bristol City Council - Impact Fund	7,518	65,919	(65,825)	-	7,612
Bristol City Council - Community	-	42,954	(2,295)	-	40,659
Bristol City Council - Youth Sector	-	5,000	-	-	5,000
Bristol City Council - Food					
Connections Community Pot	-	991	(991)	-	-
Building Connections Fund -					
Community Space	-	9,990	(10,286)	296	-
Building Connections Fund -					
Co-Design	-	9,297	(9,346)	49	-
Douglas Arter	-	1,000	(403)	-	597
Enovert	-	21,974	(9,909)	(26,120)	(14,055)
Ernest Cook Trust	-	8,000	-	-	8,000
Fairfield Charitable Trust		10,000	(6,953)	-	3,047
Northwick Trust	-	8,000	(8,000)	-	-
Finnis Scott	-	5,000	(5,000)	-	-
Four Winds Trust	349	1,000	(1,319)	(30)	-
Garfield Weston	-	40,000	(20,000)	-	20,000
Lark Trust	-	3,000	(3,000)	-	-
Bristol Aging Better (LinkAge)	-	11,420	(11,292)	-	128
Masonic Charitable Foundation	14,377	13,085	(24,227)	-	3,235
Merchant Venturers	-	3,000	(1,038)	-	1,962
Natural Selection	-	2,000	-	-	2,000
Ninevah Charitable Trust	-	14,174	-	-	14,174
Nisbet Trust	11,000	11,000	(8,255)	-	13,745
Oliver Ford Trust	-	2,160	(849)	-	1,311
Power to Change	-	30,740	(27,305)	-	3,435
Souter Charitable Trust	4,000	-	(2,118)	-	1,882
Spielman Trust	223	-	(223)	-	-
St James's Place Foundation	-	5,000	(5,000)	-	-
Stoke Park	-	1,370	(1,335)	-	35
Sylvia Waddilove Foundation	-	2,000	(887)	-	1,113
Quartet Youth Social Action Fund	-	3,668	(3,668)	-	-
<b>Total restricted funds</b>	<b>50,646</b>	<b>439,088</b>	<b>(344,769)</b>	<b>(25,805)</b>	<b>119,160</b>

# St. Werburghs City Farm

## Notes to the financial statements

For the year ended 31 March 2019

### 19. Movements in funds (continued)

Restricted funds brought forward	50,646	439,088	(344,769)	(25,805)	<b>119,160</b>
<b>Unrestricted funds</b>					
<i>Designated funds:</i>					
Three month operational reserve	75,000	-	-	15,236	<b>90,236</b>
Estate infrastructure, Farm Fair &	30,000	-	-	-	<b>30,000</b>
<i>Total designated funds</i>	105,000	-	-	-	<b>120,236</b>
Capital fund	437,004	-	(31,269)	26,120	<b>431,855</b>
Legacy fund	-	26,588	(6,106)	-	<b>20,482</b>
General funds	59,748	287,203	(185,749)	(15,551)	<b>145,651</b>
<b>Total unrestricted funds</b>	601,752	313,791	(223,124)	10,569	<b>718,224</b>
<b>Total funds</b>	<u>652,398</u>	<u>752,879</u>	<u>(567,893)</u>	<u>(15,236)</u>	<u><b>837,384</b></u>

### Purposes of restricted funds

Aberdeen Asset	Funding towards the re-roofing of the Supported Training Cabin.
Ashworth Trust	Funding towards the delivery of therapeutic outdoor activities for adults with poor mental health.
BBC Children in Need	Funding for provision of farm and outdoor sessions for disadvantaged young people, building confidence, connecting them to the community and providing new opportunities.
The National Lottery Community Fund	A 3 year funded programme that will engage, enable and empower people through volunteering.
Bristol City Council - Impact Fund	Collaborative capacity building and community development in East Central Bristol in partnership with Barton Hill Settlement, Somali Resource Centre and Wellspring Healthy Living Centre.
Bristol City Council - Community Infrastructure	Funding to invest in infrastructure and facilities within the livestock farm and Boiling Wells conversation woodland.
Bristol City Council - Youth Sector	Funding school holiday activities for disadvantaged children and young people.
Bristol City Council - Food Connections Community Pot	Funding to deliver the Growing Together Easton Garden Party (a Network Project event).
Building Connections Fund - Community Space and Co-Design	2.5 year funding to deliver targeted activities for young people aged 18-25 who identify as lonely/isolated.
Douglas Arter	Funding to replace the Supported Training greenhouse with a fit for purpose, accessible one.

## St. Werburghs City Farm

### Notes to the financial statements

For the year ended 31 March 2019

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#### 19. Movements in funds (continued)

Enovert	Funding towards the construction and installation of a new accessible greenhouse and landscaped paths/break out space.
Ernest Cook Trust	Funding towards the Child & Youth manager and activity costs to run the 'Year on the Farm' activities.
Fairfield Charitable Trust	A one-off grant to help the Farm become more self-sufficient.
Northwick Trust	One-off donation towards Supported Training services.
Finnis Scott	Funding over 2 years to support the salary of the Horticultural Officer within Propagation Place.
Four Winds Trust	Towards Work2Learn placements, supporting young people struggling in mainstream education.
Garfield Weston	2 year core cost funding to support the running of the Farm.
The Lark Trust	Funding towards the delivery of therapeutic outdoor activities for adults with poor mental health.
Bristol Aging Better (LinkAge)	2 year funding to run cooking and connection building activities for isolated people over 55 years old.
Masonic Charitable Foundation	To fund the Urban Farmers Project to provide practical outdoor and therapeutic opportunities for disadvantaged and disengaged young people.
Merchant Venturers	Funding towards essential materials and resources required to run the Urban Farmers Project.
Natural Selection	Funding to deliver child and youth activities that support the Natural Selection Exhibition.
Nineveh Charitable Trust	Funding towards 50% of the salary of the Volunteer & Conservation Manager for 12 months.
Nisbet Trust	Youth Development's Work2Learn placements, volunteer opportunities for young people and Project Complete, an annual week for young people to design, develop and manage a practical project on the Farm.
Oliver Ford Trust	Funding towards the replacement of the Supported Training cooker and other equipment.
Power to Change	2 year funding towards growing a community propagation business that improves volunteer health and wellbeing and reinvests in green space through seedling sales.

## St. Werburghs City Farm

### Notes to the financial statements

For the year ended 31 March 2019

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#### 19. Movements in funds (continued)

Souter Charitable Trust	To fund resources and salaries for the Cultivate project, working with disadvantaged young people.
Spielman Trust	To fund salaries for Childhood Learning project staff, offering outdoor activities for inner city, disadvantaged children.
St James's Place Foundation	12 month funding towards the salary of the Estates and Livestock Manager to deliver activities within the Urban Farmers project.
Stoke Park	Funding towards farming/gardening tools for use in Supported Training sessions.
Sylvia Waddilove Foundation	Funding to support the Urban Farmers Project.
Quartet Express Grant Programme	Funding to support the delivery of Work2learn placements for young people struggling in mainstream education.

#### Purposes of designated funds

Three month operational reserve

Designated funds comprises ring-fenced operational reserves equivalent to at least three months' 'running costs' or £75,000, whichever is the greater. In the event of the Farm needing to close, these funds could cover operational costs incurred while winding up the charity, including redundancy payments, relocation of the animals and professional fees. The calculation of essential running costs is based on core and central services and not time-specific projects including one-off capital investment. The projected running costs for 2019-20 totals £360,944, equating to £90,236 for three months.

Estate infrastructure, Farm Fair & grant

A further amount of £30,000 has been assigned which is ring-fenced for priority areas including:

- HR - to cover maternity, sickness, redundancy costs etc;
- Estates and Infrastructure - for emergency repairs, health and safety actions, capital expenditure and reinvestment in project infrastructure; and
- Grant / Income Bridging – to sustain the delivery of core services when funding/projected income ceases, falls or is delayed.

#### Purposes of unrestricted funds

Capital fund

The capital fund represents the net book value of assets held. The majority of assets are funded from restricted grants which are transferred to unrestricted once the restriction has been discharged. This fund includes the Boiling Wells kitchen and the Connection Centre discharged from restricted funds on construction.

# St. Werburghs City Farm

## Notes to the financial statements

For the year ended 31 March 2019

### 19. Movements in funds (continued)

Prior year comparative	At 1 April 2017 £	Income £	Expenditure £	Transfers between funds £	At 31 March 2018 £
<b>Restricted funds</b>					
<i>Capital</i>					
Propagation Place	1,000	-	(1,000)	-	-
<i>Revenue</i>					
Awards for All	-	9,809	(9,809)	-	-
BBC Children in Need	5,895	27,002	(30,134)	-	2,763
The National Lottery Community Fund	21,241	93,661	(104,486)	-	10,416
Bristol City Council - Impact Fund	-	49,439	(41,921)	-	7,518
Bristol City Council - People Directorate, Adult Commissioning	-	14,100	(14,100)	-	-
Four Winds Trust	1,000	2,500	(3,151)	-	349
Lark Trust	2,000	-	(2,000)	-	-
Masonic Charitable Foundation	9,590	12,704	(7,917)	-	14,377
Nisbet Trust	-	11,000	-	-	11,000
OVO Charitable Foundation	6,609	-	(6,609)	-	-
People's Health Trust	1,277	16,288	(17,565)	-	-
Postcode Local Trust	2,290	-	(2,290)	-	-
Skipton Building Society	28	-	(28)	-	-
Souter Charitable Trust	1,000	4,000	(1,000)	-	4,000
Spielman Trust	5,651	-	(5,428)	-	223
St James's Place Foundation	2,500	-	(2,500)	-	-
Stock Exchange Veterans	500	-	(500)	-	-
Stoke Park	-	838	(838)	-	-
Quartet Youth Social Action Fund	-	3,625	(3,625)	-	-
<b>Total restricted funds</b>	<b>60,581</b>	<b>244,966</b>	<b>(254,901)</b>	<b>-</b>	<b>50,646</b>
<b>Unrestricted funds</b>					
<i>Designated funds:</i>					
Three month operational reserve	88,189	-	-	(13,189)	75,000
Estate infrastructure, farm fair and grant bridging	30,000	-	-	-	30,000
<i>Total designated funds</i>	118,189	-	-	(13,189)	105,000
Capital funds	461,437	-	(27,826)	3,393	437,004
General funds	40,049	323,002	(313,099)	9,796	59,748
<b>Total unrestricted funds</b>	<b>619,675</b>	<b>323,002</b>	<b>(340,925)</b>	<b>-</b>	<b>601,752</b>
<b>Total funds</b>	<b>680,256</b>	<b>567,968</b>	<b>(595,826)</b>	<b>-</b>	<b>652,398</b>