

**REGISTERED COMPANY NUMBER: 08105966 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 1148510**



**Report of the Trustees and  
Unaudited Financial Statements for the Year Ended 31 March 2016  
for  
Growing People**

**George Hay Partnership LLP  
Chartered Accountants  
Unit 1B  
Focus 4  
Fourth Avenue  
Letchworth  
Hertfordshire  
SG6 2TU**

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for the Year Ended 31 March 2016**

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## Growing People

### Chairman's Introduction for the Year Ended 31 March 2016

It is a delight to be able to report that we are continuing the work of stabilising the position of Growing People and setting it on a strong foundation that will provide a base for the future.

In line with many small charities we have a continuous task in our fundraising activities. We would like to thank all our funders, including Hertfordshire Partnership University NHS Foundation Trust, Nineveh Charitable Trust, the European Social Fund and Skills Funding Agency, Awards for All, TCHC, Trudie Bond, Hitchin Priory and Tilehouse Rotary Clubs for their support. It is only thanks to the generosity of our funders that we can continue to supply social and therapeutic horticulture (STH) free of charge to some of the most needy members of our community

One of the keys to our future funding is our relentless journey to illustrate our impact through the creation, implementation and fine tuning of our Gardener review and Gardener pathway scheme. Our thanks to experienced occupational therapist Rachel Chilvers for all her hard work in devising a system that amongst other things allows us to monitor and record the progress of our Gardeners against the goals that are set at the start of the therapy. It is very difficult to have an empirical measure of a subjective element, but we are confident that following the excellent progress from the therapists we now able to show our funders in far greater detail and with greater consistency the progress our Gardeners are making with the help of social and therapeutic horticulture.

During January 2016 we were sorry to see our long serving therapist, and one of our founding therapists leave us. Ashley Walker has helped so many of our Gardeners over the years and his commitment to both his therapeutic work and passion for the environment have left his mark on the project for the future. We wish him well in the future.

We have reiterated our commitment to concentrate on the Mental Health element of our work. In our promotional literature we will be seen as a Mental Health Charity that uses social and therapeutic horticulture to assist our Gardeners in coping with the conditions they have and where possible advancing to a better place. Our work is underpinned by the widely recognised Five Steps to Wellbeing (<http://www.hpft.nhs.uk/wellbeing/five-ways-to-wellbeing>) and the Recovery model (<https://www.mentalhealth.org.uk/a-to-z/r/recovery>) that are key to good mental health support.

With continued success from many of our projects, be it the Herb Nursery, Dementia Garden, Growing Well or Growing On, our sessions both on and off site, we know that we are indebted to the professional expertise of our therapists. With the recent addition of Sue Watkinson as Project Administrator and Margaret Frost as our new Volunteer Co-ordinator we are confident that the actions taken by Growing People during this year will put us in a strong position to successfully bid for new funding and to deliver projects that will continue to be transformational for our Gardeners.



Philip Harkness  
Chairman

## **Growing People**

### **Report of the Trustees for the Year Ended 31 March 2016**

The trustees (who are also directors of the charitable company for the purposes of the Companies Act) present their annual report together with the audited financial statements of Growing People for the year ended 31 March 2016. The trustees confirm that the annual report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in March 2005.

#### **REFERENCE AND ADMINISTRATIVE DETAILS**

##### **Registered Company number**

08105966 (England and Wales)

##### **Registered Charity number**

1148510

##### **Registered office**

The Rose Gardens  
Cambridge Road  
Hitchin  
Hertfordshire  
SG4 0JT

##### **Trustees**

M J Wells  
P A Harkness  
B Gartner  
M-J Robinson  
P Hull

##### **Chief Executive Officer**

Alison Shersby

##### **Independent examiner**

George Hay Partnership LLP  
Chartered Accountants  
Unit 1B  
Focus 4  
Fourth Avenue  
Letchworth  
Hertfordshire  
SG6 2TU

##### **Solicitors**

Field Seymour Parkes  
The Old Coroners Court  
1 London Street  
P O Box 174  
Reading  
RG1 4QW

##### **Bankers**

The Co-operative Bank plc

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Governing document**

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

**Report of the Trustees  
for the Year Ended 31 March 2016**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Our legal structure, governance and administration details**

Growing People is registered as a charity (number 1148510) with the Charity Commission for England and Wales. It is registered as a company limited by guarantee (number 8105966). The Board comprised five trustees who delegate the day-to-day running of the charity to the Chief Executive Officer. The Trustee Board met 10 times between 1 April 2015 and 31 March 2016 at which long-term strategy, current direction and finance were considered. There is an approved business plan and budget.

**Risk management**

The trustees are responsible for overseeing the charity's risk management activities. There is a risk management policy which covers corporate, operational and personal risk assessment procedures. Risks are reviewed and prioritised in terms of potential impact, likelihood of occurrence, and mitigations/ control measures identified. The process of reviewing risk is ongoing. It is recognised that any control system can only provide reasonable but not absolute assurance that major risks have been adequately managed. All risks are reviewed on a regular basis.

## **Growing People**

### **Report of the Trustees for the Year Ended 31 March 2016**

#### **OBJECTIVES AND ACTIVITIES**

##### **Achieving our Mission and Aims**

##### **Our work**

Our work is all about supporting people with a mental health problems to live life well, despite their often long term conditions. We use gardening and the social interactions which spring from shared productive work to help people build hope and resilience and look beyond simple survival to regain a meaningful life.

We run half day therapy sessions in the Orchard Garden at The Letchworth Centre for Healthy Living for up to seven gardeners (clients) supported by a qualified horticultural therapist and team of volunteers. During the year we also provide regular workshops at the Lister Hospital in Stevenage Mental Health Unit (Aston Ward) and Acute Day Treatment Unit and at The Stewart's dementia unit.

Each month we worked with an average of 38 gardeners and delivered 48 workshop places to people off site. Although our work is seasonal it continues throughout the year, the opportunity and encouragement to take part in outdoors activities during the colder, bleaker months is often especially valued. Our gardeners are generally based in the local area and are most often referred via the Hertfordshire Partnership University NHS Foundation Trust (hpft) team though we do also take self-referrals and referrals from other organisations and agencies. The horticultural therapy sessions we deliver are attended by people from a wide age range. Around 75% of our gardeners are men, who are often hard to reach, socially isolated and vulnerable. Our experience shows that men seem to find it easier to take part in gardening than in some other activities available to support them.

As already described in the Chairman's Report we are continuing our work to explore and refine impact reporting methods and build on our commitment to provide excellent social and horticultural therapy. We are also focusing on good stewardship of resources, working with volunteers to ensure that we are able to maximise therapeutic resources available within session time.

We have received funding during the year from hpft to work on the transition of patients from a hospital setting to the local community, the workshops we deliver at Lister Hospital are especially important in this transition and we also regularly work with gardeners in residential accommodation at Hampden House Hitchin and Baldock Manor. This project continues into 2016/7.

This year saw the conclusion of our Herb Nursery and Growing Skills projects. Both projects offered an opportunity to gardeners who had been out of work for a long period of time to regain "soft workplace skills", practice team work, gain confidence and reintroduce some structure into their week. Gardeners took on growing and presenting herbs for sale, constructing and maintaining a rose garden, building a bug hotel and renovating our sales area. Our thanks go to the Nineveh Charitable Trust, the European Social Fund and Skills Funding Agency and TCHC for the financial support which made these project possible.

During the year we have accomplished significant improvements to our gardens and working environment. Although basic, we believe that it is important to provide a welcoming environment where our gardeners feel secure, supported and valued. To this end we have made improvements to the gardeners social area, erecting a shade sail which has given both shade and shelter. We have also installed wheelchair and disability friendly pathways to make access to our dementia garden and raised beds much easier. Both of these project have been undertaken with the support of Hitchin Tilehouse Rotary Club, we are grateful for their help. As part of our Herb Nursery Project we have also made major improvements to our potting bench area and herb sales areas. Much of this work was undertaken by volunteers using recycled materials; using recycled materials is an important principle of our work, keeping costs down, demonstrating that gardening need not be an expensive recreation and whilst also being environmentally sensitive.

##### **Volunteers**

We have a team of around 20 regular volunteers who support our work both through general gardening activities and through working alongside our therapists to support our gardeners. Our volunteers are absolutely essential in the delivery of our work and we are grateful to them for giving so freely of their time, talents and kindness.

### **Report of the Trustees for the Year Ended 31 March 2016**

#### **OBJECTIVES AND ACTIVITIES**

##### **Achieving our Mission and Aims**

As a small charity our volunteers provide a key resource for our strategic development. We are very mindful of the need to provide training, support and development opportunities for our volunteers and improving this is one of our longer term goals. During 2015-16 we obtained funding via TCHC to enable six regular volunteers to visit leading STH charity Thrive's garden at Reading and attend an introductory course in social and therapeutic horticulture.

We are also grateful to staff from GlaxoSmithKline who came as a small army of volunteers to enable us to do major site clearing work, construct compost bins and prepare plots for new gardeners.

##### **Ongoing plans**

This year has seen the publication of major reports from Natural England (A Review of Nature Based Interventions for Mental Health) and the World Health Organisation (Urban Green Spaces and Health) both adding credibility and recognition for the role of social and therapeutic horticulture. We want to use both this and the drive for increased social prescribing to help us to grow and increase the service we offer.

We will be starting a new North Herts Council funded public health project called "Growing Well" which links mental health with the benefits gardening offers for increased healthy eating and exercise. In an increasingly difficult funding environment we will be seeking to enter into partnerships which will enable us to participate in longer term HCC tendering opportunities. We will also be looking for creative opportunities to share the skills of our trained therapists with others, to enable more people to experience the benefits derived from social and horticultural therapy.

Growing People was founded as a small project under the mantle of The Letchworth Centre for Healthy Living in the autumn of 2006. We look forward to celebrating our tenth anniversary and mark our achievements during 2016/17.

##### **Acknowledgements**

Our thanks go to Roberta Meldrum and the staff of the Letchworth Centre for Healthy Living for their generous support and for hosting Growing People on their site. We are grateful to the staff at the Aston Ward and Adult Day Treatment Centre at Lister Hospital and the Stewarts, Harpenden for their continued help and support in the provision of social and therapeutic horticulture sessions for patients at these locations.

We would like to thank all of our funders and donors including Hertfordshire Partnership University NHS Foundation Trust, Nineveh Charitable Trust, the European Social Fund and Skills Funding Agency, Awards for All, TCHC, Trudie Bond, Hitchin Priory and Tilehouse Rotary Clubs without whom we would be unable to continue to provide therapy cost free at the point of delivery. Our thanks also go to staff from GSK and Hitchin Tilehouse Rotary Club who have provided volunteer support to tackle major tasks.

**Report of the Trustees  
for the Year Ended 31 March 2016**

**OBJECTIVES AND ACTIVITIES  
Achieving our Mission and Aims**

**TRUSTEES' RESPONSIBILITIES STATEMENT**

The trustees (who are also directors of Growing People for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- a) select suitable accounting policies and then apply them consistently;
- b) observe the methods and principles in the Charities SORP;
- c) make judgements and estimates that are reasonable and prudent;
- d) state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- e) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate 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. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**PROVISION OF INFORMATION TO INDEPENDENT EXAMINER**

Each of the persons who are trustees at the time when this trustees' report is approved has confirmed that: so far as that Trustee is aware, there is no relevant information of which the company's independent examiner is unaware, and that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any information needed by the company's independent examiner in connection with preparing its report and to establish that the company's independent examiner is aware of that information.

Approved by order of the board of trustees on 7th December 2016 and signed on its behalf by:



Philip Harkness  
Chairman



## **Independent Examiner's Report to the Trustees of Growing People**

I report on the accounts for the year ended 31 March 2016 set out on pages eight to fourteen.

### **Respective responsibilities of trustees and examiner**

The charity's trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

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

### **Basis of the independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statements below.

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

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

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
  - to keep accounting records in accordance with Section 386 and 387 of the Companies Act 2006; and
  - to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 394 and 395 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

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

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Date: 21-12-16

**Statement of Financial Activities  
for the Year Ended 31 March 2016**

	Notes	Unrestricted fund £	Restricted funds £	Total £	2016 funds £	Total £	2015 funds £
<b>INCOMING RESOURCES</b>							
<b>Incoming resources from generated funds</b>							
Voluntary income		917	7,212	8,129			17,882
Activities for generating funds	2	4,198	-	4,198			4,367
Investment income	3	14	41	55			102
<b>Incoming resources from charitable activities</b>							
Grants received for service delivery		27,439	27,409	54,848			64,730
Personal Budget		-	-	-			2,520
<b>Total incoming resources</b>		<b>32,568</b>	<b>34,662</b>	<b>67,230</b>			<b>89,601</b>
<b>RESOURCES EXPENDED</b>							
<b>Costs of generating funds</b>							
Fundraising trading: cost of goods sold and other costs		-	-	-			725
<b>Charitable activities</b>							
Primary purpose trading		-	-	-			1,942
Service delivery		46,452	33,601	80,053			66,791
Governance costs		1,681	-	1,681			4,073
Other resources expended		423	-	423			423
<b>Total resources expended</b>		<b>48,556</b>	<b>33,601</b>	<b>82,157</b>			<b>73,954</b>
<b>NET INCOMING/(OUTGOING) RESOURCES BEFORE TRANSFERS</b>							
		(15,988)	1,061	(14,927)			15,647
Gross transfers between funds	10	1,401	(1,401)	-			-
<b>Net incoming/(outgoing) resources</b>		<b>(14,587)</b>	<b>(340)</b>	<b>(14,927)</b>			<b>15,647</b>
<b>RECONCILIATION OF FUNDS</b>							
<b>Total funds brought forward</b>		<b>21,750</b>	<b>45,066</b>	<b>66,816</b>			<b>51,169</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>7,163</b>	<b>44,726</b>	<b>51,889</b>			<b>66,816</b>

**Growing People**

**Balance Sheet  
At 31 March 2016**

	Not es	Unrestricted fund £	Restricted funds £	Total 2016 funds £	Total 2015 funds £
<b>FIXED ASSETS</b>					
Tangible assets	7	3,166	-	3,166	3,589
<b>CURRENT ASSETS</b>					
Stocks		500	-	500	500
Debtors	8	2,159	-	2,159	6,655
Cash at bank		<u>2,651</u>	<u>68,497</u>	<u>71,148</u>	<u>72,854</u>
		5,310	68,497	73,807	80,009
<b>CREDITORS</b>					
Amounts falling due within one year	9	(1,313)	(23,771)	(25,084)	(16,782)
<b>NET CURRENT ASSETS</b>		<u>3,997</u>	<u>44,726</u>	<u>48,723</u>	<u>63,227</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>7,163</u>	<u>44,726</u>	<u>51,889</u>	<u>66,816</u>
<b>NET ASSETS</b>		<u>7,163</u>	<u>44,726</u>	<u>51,889</u>	<u>66,816</u>
<b>FUNDS</b>	10				
Unrestricted funds				7,163	21,750
Restricted funds				<u>44,726</u>	<u>45,066</u>
<b>TOTAL FUNDS</b>				<u>51,889</u>	<u>66,816</u>

The notes form part of these financial statements

## Growing People

### Balance Sheet - continued At 31 March 2016

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2016.

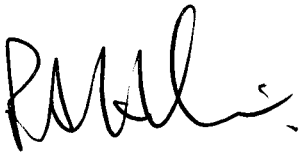
The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2016 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective January 2015).

The financial statements were approved by the Board of Trustees on 8<sup>th</sup> December 2016 and were signed on its behalf by:



Philip Harkness

Chairman