



HEREFORDSHIRE GROWING POINT

Annual Report and Accounts for the Year ending

31st May 2015



(Charity No. 100625)

PATRON: The Baroness Masham of Ilton **PRESIDENT:** Dr Heather Barrett-Mold
c/o Holme Lacy Campus, Holme Lacy, Hereford HR2 6LL
Telephone: 07816 257983 **Email:** hgrowingpoint@yahoo.co.uk

HEREFORDSHIRE GROWING POINT
(Charity No. 1006625)

Annual Report for the Year ending 31st May 2015

The Trustees present their report for the year ended 31st May 2015.

The Members of the Committee during the year were:

Chairman:	Laura Hone	Courses and Tutors Co-ordinator:	Sue Eaton
Treasurer:	Andrew Huntley	Publicity:	Sally Rodgers
		Transport/Minutes Secretary:	Janet Parry

Trustees: Laura Hone, Andrew Huntley, Sally Rodgers, Janet Parry, Julie Cohn, Mary Knight, Fiona Paterson, Shelagh Wynn, Caroline Lechmere, Jeanie Falconer, and Rachel Huntley.

The Charity was established in 1990 with, as its original governing instrument, a Constitution adopted on 29th April 1991. This Constitution was revised in 2014 and an updated Constitution was adopted on 17th November 2014 at the 2014 AGM. Officers and Members of the Committee are elected annually at the Annual General Meeting held in November.

The Aim and Objectives of Herefordshire Growing Point

The aim of Herefordshire Growing Point is to enable vulnerable and disabled people of all ages to enjoy the social and therapeutic benefits of horticultural activities.

The objectives of Herefordshire Growing Point are:

- The provision of horticultural therapy. The benefits are that people with a wide range of disabilities can meet up socially as part of a group and gain a real sense of achievement through a range of gardening activities.
- The provision and maintenance of a demonstration garden at the Holme Lacy Campus for horticultural therapy sessions as well as training courses. Also to enable people to think of ideas for their own gardens.
- To provide training, guidance and advice;
- To employ suitably qualified and experienced horticultural instructors;
- To raise funds to finance the objectives of the Charity.

Review of the Year 2014-15

Everyone at the Holme Lacy Campus has continued to be very supportive of Herefordshire Growing Point, especially in terms of parking and room hire when we have events. This support was particularly apparent when the polytunnel blew away in severe weather at the end of March. Not only did some of the College staff help clear up, but we were also allowed to put the newly germinated seedlings into their glasshouse while the polytunnel was repaired. What could have been a disaster was greatly mitigated by this very much appreciated help. Our thanks go to everyone at Holme Lacy.

The past year has been a time of change for Herefordshire Growing Point, both with the updating of the charity's Constitution and Policies and Procedures and also the need to

PATRON: The Baroness Masham of Ilton **PRESIDENT:** Dr Heather Barrett-Mold
c/o Holme Lacy Campus, Holme Lacy, Hereford HR2 6LL
Telephone: 07816 257983 **Email:** hgrowingpoint@yahoo.co.uk

recruit a new Courses Co-ordinator when Sue Eaton retired to live nearer her family on the South Coast. We were greatly helped and advised in both of these issues by Amelia Quinlan and other staff members at HVOSS and our grateful thanks go to everyone there.

The revised Constitution was adopted unanimously at the 2014 AGM and the charity's Policies were adopted at a Trustee meeting earlier this year. We have reviewed and updated our policies covering safeguarding; health and safety; financial management and procedures; employment and recruitment; equal opportunities; volunteers and members; and risk management. Processes have also been implemented for ensuring that trustee roles and responsibilities are appropriate for the charity's needs; as well as succession planning for trustees, Officers, and any of the charity's employees.

The resignation of Sue Eaton, the charity's long-standing Courses Co-ordinator, in March was very sad, though not entirely unexpected. Following an advertisement in the Hereford Times, with additional coverage on the Horticultural Hub and HVOSS websites, a short list was drawn up, candidates were interviewed and Julian Reeves was appointed. Julian has a tutoring background and joined HGP straight from Marches Access Point; before that he worked at HVOSS and Herefordshire Vision Links. He has a Level Three RHS Practical Horticulture Certificate and is currently working on a Level Four Diploma. He joined at a busy time of the year and has had to hit the ground running.

Herefordshire Growing Point was invited to take a stand at the Hellens Garden Festival in June 2014. Although the weather wasn't ideal, all the volunteers who manned the stand were very pleased with the level of interest shown in Growing Point.

We were fortunate enough to be able to hold the annual summer outing for the HGP gardeners in glorious weather in the equally glorious garden belonging to Julie Cohn and her family. In fact the day was so sunny that everyone was very grateful for the shade offered by the marquee the Cohns erected. Our gardeners, accompanied by tutors, committee members and volunteers, all enjoyed wandering round the garden and then did full justice to the splendid tea laid on by the committee members, volunteers, with savoury food provided by the "Barrs Court Catering Crew". Everyone at Growing Point enjoyed this outing enormously and we are most grateful to the Cohns for making this happen and for all their hard work.

We also had reason to be grateful to the Cohns for stepping in to help with the barbecuing at the annual barbecue. One of our regular barbecuers was unable to be there, but the Cohn family kindly took over. Bryn and Barbara Margerison also reprised their barbecuing and supportive roles. The Committee and volunteers provided all the food, the event was enjoyed by all and we are grateful to everyone for all their hard work which made for a very successful evening.

The 2014 Autumn Show was another equally enjoyable afternoon. The 2014/15 High Sheriff of Herefordshire, Major Patrick Darling DL had the very difficult task of judging the entries and then presented the prizes to all the winners. The Gardeners of the Year were the students from Barrs Court School. A second delicious tea was provided, again with assistance from Barrs Court, and the Show was considered a great success with some outstanding entries from all the groups.

PATRON: The Baroness Masham of Ilton **PRESIDENT:** Dr Heather Barrett-Mold
c/o Holme Lacy Campus, Holme Lacy, Hereford HR2 6LL
Telephone: 07816 257983 **Email:** hgrowingpoint@yahoo.co.uk

In March 2015, Trustee, Shelagh Wynn and Tutor, Felicity Weeks attended a training day at Thrive to learn about use of outcome measures and assessing benefits of horticultural therapy. There are a variety of tools available, with some more relevant and applicable to a small charity like Herefordshire Growing Point. The training day also covered Thrive's quality assurance tool 'Cultivating Quality', developed specifically for horticultural therapy organisations. This is of potential value in helping us to improve services, and demonstrates to funders that we are accountable and operating to high standards. The Trustees are considering what will be the best option for the charity as there is no doubt some form of outcome measurement is increasingly sought by stakeholders and funding bodies.

The principal fundraising event for the past year was a cooking demonstration by Rayeesa Asghar-Sandys of Rayeesa's Indian Kitchen, followed by lunch. Rayeesa very generously donated her time as well as the cost of her ingredients to the event and everyone enjoyed sampling the delicious dishes she prepared. The event was held in Trustee, Mary Knight's lovely garden and the food and drink were donated and prepared by some of the Growing Point Trustees with added help from other volunteers. After lunch there was a raffle with some wonderful prizes, also donated, so in the end, over £2000 was raised for the charity and this wonderful generosity from so many people is deeply appreciated. Publicity about the event and Herefordshire Growing Point's work appeared on the Charity News page of the Hereford and Worcester Chamber of Commerce magazine, 'Direction'. Further opportunities are being sought to bring the charity's achievements to wider attention, working with Joanie Roberts at the Chamber of Commerce, and other organisations in the community.

As well as being grateful for the support from Holme Lacy when the polytunnel blew away, we were very lucky that AG Polytunnels of Dymock was able to fit a new cover within three weeks and also that the weather was on our side. The cost of this was offset by a grant from the Drapers' Company Charitable Fund as well as two timely, anonymous donations. Our thanks are due to everyone involved for helping Herefordshire Growing Point in its hour of need.

Representatives from Herefordshire Growing Point have continued to attend events and seminars round the county highlighting the achievements of the disabled and showcasing what help and support is available. Herefordshire Disability United always runs interesting seminars on a range of disabilities and we have attended two of these sessions. A HGP Trustee also attended a "Gardening Groups and Growers Get Together" sponsored by the Bulmer Foundation. This seminar was held with the object of holding joint events and sharing information resources round all the various horticultural organisations round the county. The different groups attending were shown how to receive the Bulmer Foundation updates and share their events, through Facebook, with other like-minded organisations.

Growing Point has now joined the Herefordshire Activities Together group and information on the charity is in the latest HAT booklet. HAT is a network of local providers who are working together to increase choice for people in Herefordshire. The booklet is available in libraries, health centres and other relevant venues round the county.

Herefordshire Growing Point is an evolving charity with a mix of gardening groups. About 250 gardeners a month come to the sessions, either at the Holme Lacy Campus or as part of the outreach programme to care homes and day centres round the county. New groups and

PATRON: The Baroness Masham of Ilton **PRESIDENT:** Dr Heather Barrett-Mold
c/o Holme Lacy Campus, Holme Lacy, Hereford HR2 6LL
Telephone: 07816 257983 **Email:** hgrowingpoint@yahoo.co.uk

individuals have joined over the past year, including Ewyas Harold Age UK and Frome Bank Residential Home, whereas other groups have merged to form new groups. Sadly tutor Alithea Waterfield left HGP at the end of 2014, but we were able to welcome new tutor Jo Rigney who is working mainly at the Demonstration Garden. We also welcomed a new volunteer Dawn Palmer. Dawn learnt about Herefordshire Growing Point following a lunch event given by the Wormbridge and St Devereux PCC, where HGP was the benefitting charity and she now helps with the Mixed Ability group.

Over the past year, we have given talks on the charity to the Ross on Wye Horticultural Society, the Fownhope Flower Club and the Marden Gardening Club. We are continuing a programme of talks and visits to other gardening clubs and societies round Herefordshire, to promote the charity, attract new service-users, and encourage more volunteers to contribute to our various activities.

The following charitable trusts, individuals and organisations have supported Herefordshire Growing Point over the past year and we are most grateful to them: The Jordan Foundation, the Alan Cadbury Charitable Trust, the Prynce's Holme Lacy Charity, the Hawthorne Charitable Trust, Marion and Chris Rowlett, the Sam Morley Charitable Trust, Stanley House Care Home (with some match funding from Barclays Bank), the Drapers' Company Charitable Fund, the Wormbridge and St Devereux PCC, the Fownhope Flower Club plus two generous, anonymous donors. Angie Hughes, sister of Cathy Yeates at Stanley House and daughter of Miriam Maldwyn Evans, who sadly died in March 2014, together with a friend, generously raised funds for HGP at hArt Open Studios last September. The collecting boxes sited at various outlets and organisations round the county continue to produce donations and we are grateful to all these hosts for their on-going support. Finally, HGP was fortunate enough to be chosen as Aylton PCC's charity of the year in 2014. Many events took place including performances by Pop-up Opera, the Blossomtime Spring Festival and the very enjoyable Christmas Fayre in the Feathers' Hotel, all of which culminated in a generous donation. Everyone at HGP was most grateful for this support from Aylton; not only did we enjoy attending the events, but also enjoyed meeting the PCC members.

Further efforts to increase our range of fund-raising measures include the introduction of on-line donation, using a Donate Now button installed on our website, linked to MyDonate. We are actively promoting on-line donation at events, and on our event literature.

Herefordshire Growing Point wouldn't function without the support and help of all the volunteers who do so much. Whether helping out at events, or working one to one with gardeners at the Demonstration Garden, the charity's thanks are due to all of them.

FINANCIAL REPORT - 2014-15

Total monetary assets held at 31st May 2015 were £43,810.87 and income for the year from 'Charitable Activities' was £35,009.61.

Annual expenditure this year was £35,485.83.

PATRON: The Baroness Masham of Ilton **PRESIDENT:** Dr Heather Barrett-Mold
c/o Holme Lacy Campus, Holme Lacy, Hereford HR2 6LL
Telephone: 07816 257983 **Email:** hgrowingpoint@yahoo.co.uk

SUMMARY

There was a small deficit for 2014-2015 with total income of £35,153 (made up of all receipts from charitable activities plus interest from the Charities Deposit Fund) and expenditure of £35,485.

1. Income

Donations were £2742, up from £1798 in 2013-2014. As well as generous contributions from individuals, this included donations from a number of fund raising events including Pop-up Opera at Aylton, the Stanley House Summer Fete (with a matched donation from Barclays Bank) and an open studio during hART week.

Charitable Funds. Donations were £25,500. Without the financial support of a number of charitable trusts, it would not be possible for Herefordshire Growing Point to operate.

2. Expenses

Courses expenditure. These are the costs for the provision of tutors and the group activities. £745 of tutor expenses relate to courses run in the previous financial year (2013-2014). In addition, there is a cost for transporting some of the clients to Holme Lacy. During the 2014/15 year, the cost of transport by one of our providers was increased from 73p per mile to 90p. Their argument was that the transport charge must be realistic; otherwise they would not be able to provide a reliable service.

Capital equipment. In March, the skin of the polytunnel blew off. This cost £1,000 to replace. We are grateful to the Drapers' Company Charitable Fund and two anonymous donors for, in the end, covering the cost of repairing the polytunnel and also to AG Polytunnels for making these repairs so quickly.

Courses Co-ordinator. Julian Reeves took over from the outgoing Co-ordinator at the end of June 2015. His salary is linked to Volunteering Matters Scale 2 and based on working 75 hours per month. This is to ensure that Julian's salary is linked to a recognised pay scale for this employment sector.

Office expenses. The increase over the previous year is because of a 'one off' payment of £650 for an advertisement in the Hereford Times for the Courses Co-ordinator's post. The cost of our insurance cover has increased because we now have trustee professional indemnity insurance. This followed from the review of procedures when we set up the new Constitution.

3. Financial Reserves.

Herefordshire Growing Point holds £33,110 in a COIF Charities deposit fund for the year ending 31 May 2015. Our annual expenditure over the past two financial years has been over £35,000. Our policy is to maintain a reserve equal to at least one year's expenditure to provide some security against a shortfall in our annual income.

The charity aims to retain unrestricted funds, other than those held as tangible fixed assets, sufficient to provide adequate working capital to fund the costs of its core activities for at least twelve months, plus any known future commitments, and including a cushion to take into account future risks.

PATRON: The Baroness Masham of Ilton PRESIDENT: Dr Heather Barrett-Mold
c/o Holme Lacy Campus, Holme Lacy, Hereford HR2 6LL
Telephone: 07816 257983 Email: hgrowingpoint@yahoo.co.uk

The accounts have been examined independently by Mr Neil Brambell and will be sent to the Charity Commission by March 2016.

Conclusion

This past year has been one of change for Herefordshire Growing Point, both in the charity's governing document and in personnel. The updating of the Constitution led to a complete review of policies and procedures and, where necessary, these have been revised and updated.

It was very sad to have to say goodbye to Sue Eaton after fourteen years with HGP, but Julian Reeves is working well with the individual gardeners, groups, and tutors. He has had a great deal to absorb in a short space of time, but is rising to the challenge.

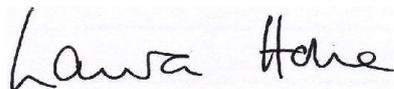
We have also said goodbye to tutor Alithea Waterfield in December 2014. New tutor Jo Rigney has taken over some of her groups and this also meant some reorganisation could be done both at the Demonstration Garden and to the outreach programme.

The charity is being asked to continue its programme of talks to garden clubs and other organisations round Herefordshire and this is an excellent opportunity to spread the word about our work.

Herefordshire Growing Point is immensely lucky in the calibre of its tutors who show endless flair, imagination and compassion in their work with the HGP gardeners. They also go the extra mile as shown when the three tutors who run the Holme Lacy sessions came into the Demonstration Garden in their own time in the Easter holidays. They tidied up an unproductive bed and erected three installations for the gardeners to work with. The imaginative results look most impressive.

It's not just the tutors who go the extra mile, but everyone involved with Herefordshire Growing Point works extremely hard to ensure the charity remains the force for good in the county that it is. Grateful thanks are due to each and every one and also a salute to the HGP gardeners whose skill and enthusiasm produces such wonderful results as shown in the recent Autumn Show.

On behalf of the Trustees



Laura Hone –
Chairman, Hereford Growing Point.

Date: 22nd October 2015