



Annual Report

Including Trustees' report and financial statements

2019/20



Earthworks St Albans

Registered charity number 1067139

Company Limited by Guarantee 3307683



Foreword

James Burstow, Chair of Trustees

It is somewhat surreal writing a report for the year that ended on 31 March when the world is now in the grip of a pandemic.

We had a very positive year in 2019-20. We were anticipating that 2020-2021 would be another wonderful 12 months celebrating Earthworks' 25th year. Those celebrations are delayed, but will be all the sweeter when they do take place.



I hope you enjoy reading about the wonderful improvements to the site, such as the sensory garden, and events that have happened, including the Polar Bear Plunge and a Skydive, neither of which I would have the courage to do, so my admiration goes out to those who took part.



This time last year we held a wonderful celebration at Earthworks. This year we have the challenge of meeting by Zoom but we will do our best to maintain the spirit of Earthworks as best we can.

In Autumn 2019 the Board developed a three-year Strategic Plan to help make Earthworks an even better place. Whilst we were making great progress on implementing this plan, we are now adapting it to focus on priorities for the next 12 months to help us through the current crisis and beyond.

Christopher Eridani-Ball was the Chair of Trustees for the whole of the year ending 31 March. I succeeded Christopher in this role from May 2020. I thank him for the wonderful work he did as Chair, and I also thank all members of staff, volunteers, trustees and Earthworkers and everyone else who make this such a special place. In particular, thank you to everyone who is working so hard to keep the Earthworks spirit alive during this coronavirus crisis.

It has been a pleasure to reflect on the past year, to take stock of the achievements made by our Earthworkers, volunteers, trustees and staff, as individuals and as part of a team. For me, the strength of the Project Group in determining our direction shines through beautifully in our new sensory garden, from its conception, through creation to maintenance, our values of inclusivity, sustainability and aspiration shine through. The contribution that every individual has made to the continued success and development of Earthworks makes ours a very special community that I am proud to be part of.

Steve Pike
Joint Project Leader



It was a pleasure and a privilege to witness Earthworks continuing to thrive and develop throughout 2019 and 2020. Of course, we could have had no idea of what lay ahead. The global coronavirus crisis has made it more apparent than ever just how vital the Earthworks community is to all of us. The support, friendships and opportunities afforded to people of all abilities are essential in helping us to live happy, meaningful and contented lives. I am tremendously proud of all that the staff, trustees and the Earthworks community have accomplished throughout. The world may have changed dramatically but the Earthworks spirit is stronger than ever.

Bianca Badham
Joint Project Leader



Legal and administrative information



Earthworks St. Albans
(A company limited by guarantee)

Charity number 1067139

Company registration number 3307683

Address and registered office
Earthworks
Hixberry Lane
St Albans
Herts
AL4 0TZ

Trustees
James Edward Burstow
Gaynor Anne Cashin
Christopher Derek Eridani Ball
Alistair David Holland
Philip David Minor
Carmen Nevado
Angela Pankhurst
Nadine Brown
Pallavi Rose
Mary Elizabeth Webb

Appointed 6 June 2019
Resigned 6 June 2019
Appointed 28 April 2020
Appointed 28 April 2020

Secretary Fiona Gulliver Resigned 27 February 2020


Accountants
Morgan Rose
37 Marlowes
Hemel Hempstead
Herts
HP1 1LD

The trustees present their report and the financial statements for the year ended 31 March 2020. The trustees, who are also directors of Earthworks St. Albans for the purposes of company law and who served during the year and up to the date of this report are set out on page 3.



Purpose and Aims

Our charity's purposes - consistent with the objects contained in the company's constitution - are to:

-  **Benefit the public by fostering communities and inclusion.**
-  **Focus on those with learning disabilities or mental health issues.**
-  **Provide learning and meaningful work opportunities in horticulture and land-based skills at our 3.5 acre eco site and in the wider community.**

The aims of our charity are to use green care to nurture people to develop skills, build confidence, boost health and wellbeing and promote inclusion.

Structure, Governance and Management

Earthworks is a registered charity and a company limited by guarantee. It has a Board of Trustees that is responsible for the overall governance and strategic direction of the charity, its financial health, the probity of its activities and developing the organisation's aims, objectives and goals in accordance with the charity's memorandum and articles of association and legal guidelines. The Board uses the Charity Governance Code for small charities to ensure good governance. Trustees are encouraged to attend relevant training and the Board undertakes collective governance training.

The current Board is made up of volunteers with a range of different backgrounds, professional experience and expertise to enable the Board to govern effectively. Trustees are all volunteers and receive no payment. Nominations for Trustees are made to the AGM for approval. Trustees are supported through an induction programme and Earthworks welcomes local applicants from the community and encourages people from diverse backgrounds to join the Board. Advertising for Trustees is conducted via Community Central and #TeamHerts. A Trustee recruitment information pack is available on our website.

Trustee meetings are held approximately every 6-8 weeks. The joint Project Leaders attend the Board meetings, contribute progress reports and work with Trustees on the strategic plan. The Board delegates operational responsibilities to the Joint Project Leaders. Our service users (Earthworkers) and volunteers are able to contribute their ideas and feedback at quarterly Project Group Meetings.

Results

The results for the year are set out in the statement of financial activities on page 17.

The trustees consider the net movement of funds to be satisfactory.

Equal Opportunities

As responsible employers, the trustees have approved a number of policies relating to equal opportunities, health and safety. These policies are reviewed at least annually.

Reserves Policy

The trustees have agreed a policy whereby funds not committed or invested in tangible fixed assets held by the company should be maintained at a level sufficient to pay staff costs for one calendar year. This policy allows for a possible reduction in income, as well as a lack of fund raising success in any particular year, and so would allow the charity to continue its activities at the current level for some months.

The trustees will review the policy annually.

Risk Review

The trustees have considered the risks to which the charity is exposed, and have established systems for mitigating those risks. External risks have been minimised by the adoption of an ongoing monthly review and appraisal policy, which includes a policy for securing funds from a wide range of sources. Internal risks are minimised by implementing procedures for authorising transactions and projects, and for ensuring consistent delivery for all operational aspects of the charity.

The trustees will review these procedures periodically.



Safeguarding

Safeguarding the Earthworks operation is a governance priority for the Trustees. The Earthworks Joint Project Leader Bianca Badham is the designated Safeguarding lead. Our fundamental belief is that everyone at Earthworks - our Earthworkers, staff, volunteers and our visitors - has the right to feel safe and protected from any kind of abuse. We review our safeguarding policy and training plan annually.

Public Benefit Disclosure

The Board has referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities. The trustees refer to public benefit throughout this report.

Statement of trustees' responsibilities

The trustees (who are also directors of Earthworks St. Albans for the purpose of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and 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:

- * select suitable accounting policies and then apply them consistently;
- * observe the methods and principles in the Charities SORP;
- * make judgements and estimates that are reasonable and prudent;
- * state whether applicable UK Accounting Standards 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 charitable company 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 charitable company and which 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.

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.

Small company provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies' exemption.

On behalf of the board

Alistair Holland
Treasurer/Trustee



About Earthworks



The Natural Place to Grow

Earthworks St Albans is a charity which offers Social and Therapeutic Horticulture and nature-based activities for people with learning disabilities. Our work and our eco-gardens nurture people to develop skills, build confidence, boost health and well-being and promote inclusion.

Earthworks provides day opportunities for people with learning disabilities, who are known as Earthworkers. Earthworkers, volunteers and staff learn and work together to manage 3.5 acres with a focus on sustainability, organic horticulture and traditional countryside skills. Our site encompasses ornamental gardens, allotment market gardens, a heritage orchard, woodland, pond habitats, wildflower meadow and polytunnel, all centred around our oak-framed eco-building.

Earthworks' workshops for children and young people with learning disabilities, and our summer scheme for young adults, provide purposeful activities and an education in horticulture and nature-based skills. With a stall at the monthly St Albans farmers' market where we sell our produce and open days and workshops throughout the year, Earthworks engages the wider community to champion inclusivity, learning and sustainable living.

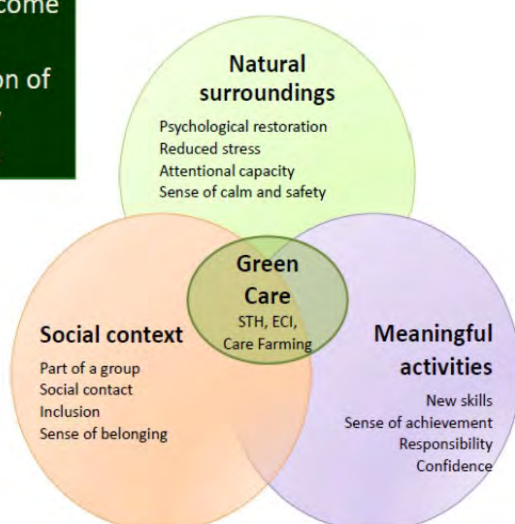
Earthworks as a Green Care provider

People of all abilities learning and working together towards a greener future

Green Care is an umbrella term for interventions that use structured nature-based approaches to work with clients who have a defined need. In Green Care interventions the practitioner, the individual and the natural environment contribute to the positive changes experienced through meaningful activity. Examples of Green Care interventions include Social and Therapeutic Horticulture, Care Farming, Animal Assisted Therapy and Ecopsychotherapy.

Green Care interventions provide a quality service that is both effective and cost effective in that they provide multiple outcomes simultaneously with the interaction of the three elements – nature, social and meaningful activities (Dr Rachel Bragg, Care Farming UK).

Benefits come from the interaction of three key elements



STH – Social and Therapeutic Horticulture; ECI – Environmental Conservation Interventions; Source: Bragg and Atkins, 2016

What is Social and Therapeutic Horticulture (STH)?

“Social and therapeutic horticulture is the process of using plants and gardens to improve physical and mental health, as well as communication and thinking skills. It also uses the garden as a safe and secure place to develop someone's ability to mix socially, make friends and learn practical skills that will help them to be more independent.”
Thrive (www.thrive.org.uk)





At Earthworks our staff practitioners are multi-skilled, having a working knowledge of social care and horticulture / land-based skills. Earthworkers are supported to meet their aims as well as overcome difficulties and problems in a holistic way, improving general well-being. In this ‘helping role’ our practitioners do not provide formal psychotherapy or counselling.

Horticultural therapy is distinct from Social and Therapeutic Horticulture in that it centres around a pre-defined clinical goal, similar to occupational therapy.



Nature Affinity

Our therapeutic activities take place in a natural environment, harnessing people's nature affinity with well researched benefits on health and well-being.

-  **Biophilia**, *Wilson 1984*: human beings have an innate affinity with nature and our evolved biological need to seek connection with the natural world.
-  **Attention Restoration Theory**, *Kaplan and Kaplan 1995*: Natural spaces are restorative environments that facilitate recovery from directed attention fatigue. Time spent in nature improves concentration and ability to perform tasks, reduces mental fatigue and restores directed attention capacity.
-  **Psycho-evolutionary theory**, *Ulrich 1991*: Natural environments allow recovery from psychophysiological stress. Restoration occurs when environments elicit a sense of pleasantness, interest and calm.
-  **Organic horticulture, conservation and green technologies**: working together with nature to protect and improve the environment for all.







Key components of the theories behind what we do at Earthworks

Meaningful Activity

Our activities are interactive, experiential and stimulating and have many attributes in common with paid







-  **Occupation** – a sense of purpose: tasks have an outcome
-  **Making a difference** – skills development, social interaction, reduced behaviours of distress
-  **Active and interactive** – plants, people and nature
-  **Sense of identity and competence** as an Earthworker rather than a 'service user'
-  **Productivity** in an environment that is not pressured
-  **Achievement, success, value, worth and positive self-esteem**
-  **Opportunity** for Earthworkers to take home and eat the produce from their individual plots

Social Interaction




-  **Social skills development**
-  **A sense of connection**
-  **Working with people of different ages and abilities for a common purpose**
-  **Engagement with the local community**
-  **Routine, structure and a sense of belonging**
-  **Having a say and being heard**—engagement in the development of Earthworkers e.g. project group meetings

Person-Centred

Valuing people by meeting the needs of the individual, offering choice and control.

-  The person-centred approach originates in humanistic psychotherapy with the work of Carl Rogers in the 1950s. This approach centres around the concept of individuals' innate "actualising tendency", a drive towards fulfilment of their personal possibilities and relies on three core conditions:
 -  **Empathy** – to feel, sense and experience the world from another's perspective, understanding their personal meanings without judgement
 -  **Unconditional positive regard** – to fully accept individuals and their experience of the world
 -  **Congruence** – to be genuine or "real"
-  In the person-centred approach the individual is the expert; we provide the environment and support to help people achieve their aspirations.
-  The person-centred approach in social care emphasises choice and control. Care is personalised, coordinated and enabling, with the person at the centre treated with dignity, compassion and respect.

Outcomes Based Approach

-  **Individualised outcomes** – goals met / distance travelled for an individual
-  **Collective outcomes** – project / programme evaluation
-  **Health, social, educational, developmental**

Our Earthworkers



Earthworks provides 60 regular weekly placements for adults with learning disabilities across the week. Some individuals attend more than one placement per week, with Earthworks currently supporting 45 individuals. Referrals to Earthworks can be made by prospective Earthworkers, their carers or social care professionals, with the placements being commissioned under the umbrella of 'day opportunities' through Hertfordshire County Council's Adult Care Services (HCC ACS).



Achieving individual goals

As part of a HCC ACS working group, Earthworks has been involved in the development of the Connected Lives Outcomes Framework.

We have embedded the frameworks' five outcome areas in our progression and development monitoring to support Earthworkers achieve their aims.

I will:



Be Happy



Be Healthy



Be Independent



Connect



Take Opportunities

Summer Scheme 2019

August 2019 saw the return of the annual Summer Scheme project at Earthworks, offering the opportunity for young adults with a learning disability to experience a week onsite. The project facilitates meaningful activity, social interaction and skills development for the participants and respite for their family carers. The four-week programme supports individuals to experience a range of horticultural and nature-based activities including development of a group project.

The Summer Scheme is a mainstay of our working year, and has been in operation for over a decade. Many of those who attend the programme go on to join us as Earthworkers, accessing the benefits of a regular weekly placement and continuing their personal development. The transition from education into adult services can be a challenging time for vulnerable young adults and their families. The Summer Scheme allows individuals to experience a meaningful 'day opportunity' placement and helps families explore possibilities for next steps after school or college.

Thanks to funding from The Neighbourly Charitable Trust, the Earthworks 2019 Summer Scheme was delivered to participants free at point of use! The Neighbourly Charitable Trust have funded the Earthworks Summer Scheme for a number of years and we owe the success of the project to their generous support.

Our Volunteers



Earthworks is supported by volunteers in a range of valuable roles across the organisation, including as trustees, site-based volunteers, events / markets volunteers and expert consultants.

We would like to express our appreciation to our wonderful volunteers who give their time, skills and expertise to empower us to improve the Earthworker experience, develop the site and grow as an organisation.



Anne says: "Earthworks is an inspirational charity. There's never a dull moment. As a volunteer, if you come to Earthworks a little bit down, by the time you leave you're in a very different place."

Our Staff

Earthworks employs a small team of staff to meet the operational needs of the organisation. Our Joint Project Leaders Stephen Pike and Bianca Badham are supported by administrative and fundraising staff and our Earthworker support team including coordinators Michele Seymour, Angelina Jenkins and Harriet Stebbens, fixed-term Placement Project Workers and a seasonal summer scheme support worker.



We were delighted to welcome Kate Mackay to our team in April 2019 in the new role of Fundraising Development Manager. Kate has been working to develop our fundraising capabilities and diversify our income.

We have continued to offer Placement Project Worker roles to suitable candidates working towards a "Year in Industry" award as part of their environmental / geography degree programme at the University of Hertfordshire. This year we said goodbye to Ajani Palmer, who has returned to university to complete his final year studies, and we welcomed Kira Sanders and Elizabeth Joojo-Richards to the team.



In February 2020 we said a fond farewell to Fiona Gulliver, our administrator, who has been employed with Earthworks for 20 years. Fiona joined as a volunteer when Earthworks was just starting out. As the charity grew, Fiona was employed to support the organisation's administration needs and has been part of the Earthworks family ever since. We are pleased that Fiona will continue to be involved with Earthworks going forward, as she takes up her new volunteer role on site.

Events



Earthworks has a regular schedule of open days, internal celebrations and external community engagement events. Thank you to everyone who helped to prepare for and deliver these events and to those who attended and engaged with us.

Open Garden

Our Open Garden was part of Sustainability Festival 2019. As well as the usual plant and craft sale, we focused on educating the public on plastic waste reduction. Volunteer Steve Shelley worked with our Earthworkers to prepare a plastic re-use art installation in our Beach Garden, inspiring visitors to re-think their plastic consumption and the environmental impacts.



Summer Fair & Sensory Garden Opening

The Mayor of St Albans officially opened our Sensory Garden at the Summer Fair. The Sensory Garden was designed and developed by our Earthworkers and was short-listed in the Cultivation Street competition! The garden is bursting with flowers, foliage and sculptures to stimulate the senses and promote wellbeing. Thank you to Aylett Nurseries for their donation of plants.



Christmas Fair

The Christmas Fair continues to be a mainstay of the Earthworks Calendar. Our Earthworkers, volunteers and staff never fail to amaze with new and creative festive crafts year on year. With the fire roaring and spiced apple juice in hand, our visitors enjoyed live festive performances from local musicians and singers while those young at heart enjoyed a visit to Santa in his grotto.



Earthworker and Volunteer Parties

Our Earthworkers, volunteers and staff enjoyed celebrating together at the annual Halloween and Christmas parties. Our Halloween party is a firm favourite, complete with homemade pumpkin soup, disco and bonfire! At this year's Christmas party we were delighted to recognise the achievements of Earthworkers and volunteers with individual certificates and a small gift.



Polar Bear Plunge

On New Year's Day 2020, 300 plungers celebrated a new decade by leaping into the 4°C pool of the St Albans Sub Aqua Club in St Albans' fifth Polar Bear Plunge.

For the first time, Earthworks took on the role of organising the Plunge. Earthworks took 70% of profits and 30% benefitted our guest charity Small Acts of Kindness which was founded in 2014 by Lynne Misner to tackle loneliness and isolation among older people in the cold winter months.



Launching the Plunge were Mayor of St Albans Cllr Janet Smith, Daisy Cooper MP and Hertfordshire Year of Culture's mascot YOCl. Total Legacy Care's Neil Barras-Smith compered the event, while a spectacular family of rainbows won the fancy dress competition, winning an Earthworks Scrapbot made with love by Earthworkers.

Plungers included Earthworker Jonathan. He was joined by a chicken, a banana, a hotdog, a stormtrooper, a doctor, a mutiny of pirates and the pubs of St Albans! A pair of penguins jumped wrapped in plastic, highlighting problems of plastic pollution. Thor and his hammer flew horizontally through the air before splash down. Mums, dads, kids, grandmas and grandads, workmates and sports teams bravely plunged together, and all were rewarded with hot chocolate and marshmallows, a warm shower – and deafening cheers from spectators.

Thanks to:

-  Claire and Ed Suttie for establishing the annual Polar Bear Plunge and supporting Earthworks to take over the event
-  St Albans Sub Aqua Club
-  Total Legacy Care
-  Shot on the Spot
-  Striking Places
-  Eyes On St Albans, Blissfully Organised and Ye Olde Fighting Cocks
-  A Bigger Splash
-  Digital Jen
-  My Mustard

After plunging, Earthworker Jonathan said: "I enjoyed plunging and raising money for the charities. I dressed as a Mexican wrestler but I didn't hear the cheering because I was concentrating on swimming in the cold water! I'd recommend it for anyone to jump in 2021."



EARTHWORKS 25 Anniversary Art




As part of Earthworks' 25th Anniversary celebrations our Earthworkers, volunteers and staff are creating an Earthworks tapestry! The giant artwork will include fabric squares from everyone involved, sharing the story of Earthworks and celebrating our 25 years. Earthworkers and site-based volunteers made headway on their designs in February as part of Hertfordshire's Year of Culture 2020. The project continues and we can't wait to showcase the finished piece!



Project Group Meetings

Our quarterly Project Group Meetings are an opportunity for everyone at Earthworks to record their contributions, share ideas and help shape the development of Earthworks. Earthworkers are supported to chair these meetings and all are encouraged to be involved.

This year we have progressed these PGM ideas:

		
EWoW	Compost area	New "better"
rolling pilot	renovation	toilets
		(fundraising underway)

Earthworks on Wheels

Our inspirational pilot project, Earthworks on Wheels (EWoW), has empowered Earthworkers to travel into the community in an adapted van to use horticultural skills mastered at Earthworks to care for the gardens of vulnerable people, at the same time enhancing Earthworkers' experience and opportunity.







Our rolling pilot continued throughout 2019. Its purpose was to test logistics, demand, referral pathways, impact for both Earthworkers and gardening service recipients, and to build an evidence base for funding applications. Our extended pilot has allowed us to plan for a fulltime Earthworks on Wheels project, which will benefit an annual 100 vulnerable people in and around St Albans, including older people and those with disabilities.



The coronavirus crisis has caused Earthworks to pause our rolling pilot to ensure the safety of Earthworkers and service recipients. The pilot has generated a wealth of valuable data and observations that will allow us to resume fundraising and preparations for our fulltime EWoW project as soon as it is safe to do so.



EWoW Outcomes:

-  improved wellbeing
-  promoting citizenship
-  enabling inclusion
-  value and recognition
-  increased skills and ability
-  increased independence



HCF Building Effectiveness

Earthworks was delighted to be selected by Hertfordshire Community Foundation (HCF) as one of nine organisations to benefit from the 2019 Building Effectiveness programme. The programme included the support of a programme advisor and a business mentor to progress a Development Action Plan and strategic project. As well as this targeted support, the programme provided a series of leadership training and peer support workshops attended by Joint Project Leader, Bianca.

Thanks to:



Sarah Elliott (HCF), **Dawn Harrison-Wallace** (The Cranfield Trust) and **Will Hobhouse** for the invaluable leadership workshops, offering the opportunity for reflective development, personal and organisational growth.



Sue Pearlman (advisor) for skilfully and sensitively steering us through the programme and supporting Earthworks to distil developments into an achievable action plan.



Richard Heighton (business mentor) for supporting our strategic project of reviewing and developing our financial systems and processes.



Jack's Skydive Challenge

Earthworker Jack Price challenged staff member Harriet Stebbens and volunteers Anne Thomas and Ian Markwell to jump out of an aeroplane in aid of Earthworks!

On 1st August the brave team took to the skies, raising an incredible £2,655 (£3,213 including gift aid). On top of this fantastic total, the Morrison's Foundation match funded the skydivers' fundraising efforts by a further £1,000!

Well done and thank you to Jack, Harriet, Anne and Ian for challenging yourselves and inspiring us all.



Jack says: "I wanted to skydive because it's a different type of challenge. I'm very grateful to be part of it and to be able to make money for such an amazing place. I've learned skills at Earthworks and made many friends."

Thank you to our community



Earthworks is grateful for the generous support of individuals and organisations within our community. We are proud to be part of a community that values the contributions of people of all abilities.

Thank you to all those who have supported us this year, whether you have fundraised, donated, bought our produce, gifted items, awarded grants, partnered on service delivery, volunteered your time or skills, provided pro bono support or championed us in the community. We couldn't do it without you!

Community fundraising	Corporates	Grant funders
St Saviours Church	Deloitte	Colney Heath Parish Council
Townsend Bowls Club	Aylett Nurseries	Abbey Mission Allocation
St Albans Band Aid	Notcutts	Neighbourly Trust
Verulam School	Carpenters	St Albans City & District Council
St Albans Round Table	Waitrose	The Morrisons Foundation
Hertfordshire University	Ye Olde Fighting Cocks	Locality Scheme
St Albans Friends of the Earth	Ember Designs	AXA XL
St Albans Abbey	Common People Indie Nights	HCF Fund for the Future
St Albans Soroptimists	Homebase	Park Street Masonic Lodge
Trinity UR Church	AXA XL	Masonic Province of Hertfordshire
Cranbourne Lodge	John O'Connor	Mistra Trust
		Paypal Giving Fund 

Deloitte Partnership

Deloitte's St Albans office have continued to support Earthworks as part of their 1 Million Futures social impact strategy. Relunched in 2020 as 5 Million Futures, the initiative offers volunteering, pro bono services and fundraising for charity partners.

Earthworks was invited to create a show bed installation at the Deloitte Partner Retreat in September 2019. As one of only a handful of charity partners invited to showcase their work, Earthworks was delighted to be able to engage with Deloitte partners from across the country, share the work we do and demonstrate the impact of the Deloitte St Albans partnership.



This year our Earthworkers benefited directly from a series of video presentation skills workshops facilitated by Deloitte volunteers, developing skills and promoting social interaction. The videos produced were showcased at our 2019 AGM to high acclaim.

Deloitte have offered their pro bono services this year to work with Earthworks to establish an internal system for claiming Gift Aid, supporting developments in our fundraising capabilities.






Covid-19

Segment extends to 2020/21 year.



Many people with learning disabilities experience health inequalities and are at high risk from Covid-19. Throughout March, increasing numbers of Earthworkers opted to stay at home and stay safe and did not attend Earthworks. As the community infection rate rose and when lockdown began, we took the difficult decision to close our site to Earthworkers and volunteers, effective from 23rd March. Although lockdown was a difficult time for our Earthworkers, their families and carers, Earthworks' staff rose to the challenge of adapting our services to support Earthworkers remotely at home.

How we supported our Earthworkers and families







-  Telephone support calls to Earthworkers and families.
-  Zoom virtual tea breaks to connect Earthworkers, volunteers and staff who would, in usual times, be sharing a tea break on site.
-  Weekly activity worksheets and Earthworks Journals, to provide activity and engagement from home.
-  Earthworks' Stay @ Home & Grow project, funded by HCF and the National Emergencies Trust, provided Earthworkers with pots, tools, compost, seeds, step-by-step guides and video support materials to grow vegetables and flowers at home during lockdown.
-  Doorstep visits for those most at-risk from social isolation.



Looking Forward

As we move into the 2020-21 year, the coronavirus crisis presents all charities with unanticipated and unprecedented challenges. Our Board and senior leadership have re-prioritised the elements of our strategic plan to account for the changing external environment. We will continue to work reflectively and responsively towards our strategic aims of developing the Earthworker experience, supporting and developing our workforce and improving our governance. Alongside unexpected challenges, we anticipate a number of exciting opportunities this year, many catalysed by the coronavirus crisis. We look forward to developing our digital strategy, welcoming volunteers into more diverse roles and making enduring improvements to site our service delivery model.

What's in store for Earthworks in 2020-21?

- | | |
|--|---|
|  Coronavirus response and recovery |  New toilets with mains sewerage connection |
|  Digital Strategy |  Diverse volunteering opportunities |
|  HCC Community Opportunities Framework |  25th anniversary celebrations |

Our Earthworkers are back on site engaging in activities, however while coronavirus restrictions remain in place we are unable to welcome our wider Earthworks community and the general public to the site. We will continue to engage remotely and virtually in innovative and novel ways, to share the magic of Earthworks with those who cannot be with us. To make the most of this please follow us on social media.

Annual Accounts



For the year ended 31st March 2020

Accountants' report to the trustees on the unaudited financial statements of Earthworks St. Albans.

In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the financial statements of Earthworks St. Albans for the year ended 31 March 2020 which comprise the statement of financial activities, the statement of changes in equity and the related notes from the company's accounting records and from information and explanations you have given us.

As a practicing member firm of the Institute of Chartered Accountants in England and Wales, we are subject to its ethical and other professional requirements which are detailed at <http://www.icaew.com/en/members/regulations-standards-and-guidance/>.

This report is made solely to the board of directors of Earthworks St. Albans, as a body, in accordance with the terms of our engagement letter. Our work has been undertaken solely to prepare for your approval the financial statements of Earthworks St. Albans and state those matters that we have agreed to state to the board of directors of Earthworks St. Albans as a body, in this report in accordance with the ICAEW Technical Release 07/16 AAF. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Earthworks St. Albans and its board of directors as a body for our work or for this report.

Respective responsibilities of the trustees and auditors

As described in the statement of trustees' responsibilities the company's trustees (who also act as directors for the charitable activities of Earthworks St. Albans) are responsible for the preparation of the accounts, and they consider that the company is exempt from an audit. It is our responsibility to carry out procedures designed to enable us to report our opinion.

Related party transactions

There were no related party transactions during the year (none in 2019).

Political and charitable contributions

The company made no political or charitable contributions during the year.

Morgan Rose
37 Marlowes
Chartered Accountants
Hemel Hempstead
Herts, HP1 1LD

Statement of financial activities (incorporating the income and expenditure account)



For the year ended 31 March 2020

	Notes	Unrestricted funds £	Restricted funds £	2020 Total £	2019 Total £
Incoming resources					
Incoming resources from generating funds:					
Voluntary income	2	37,929	11,062	48,991	65,230
Activities for generating funds	3	168,313	-	168,313	151,750
Investment income	4	489	-	489	195
Total incoming resources		206,731	11,062	217,793	217,175
Resources expended					
Purchases		3,117	2,605	5,722	7,459
Staff costs	6	175,292	3,000	178,292	137,289
Establishment costs		5,806	-	5,806	6,231
Motor and travelling expenses		3,002	-	3,002	1,594
Accountancy fees		3,368	-	3,368	3,882
Legal and professional fees		408	-	408	6,309
Communications and IT		3,277	-	3,277	4,345
Other office expenses		6,631	-	6,631	7,646
Depreciation and impairment		16,571	3,932	20,503	31,347
Miscellaneous costs		1,797	-	1,797	1,799
Total resources expended		219,269	9,537	228,806	207,901
Net income / (expense) for the year		(12,538)	1,525	(11,013)	9,274
Total funds brought forward		184,307	85,309	269,616	260,342
Total funds carried forward		171,769	86,834	258,603	269,616

Balance Sheet



As at 31 March 2020

		2020		2019	
	Notes	£	£	£	£
Fixed assets					
Tangible assets	8		42,138		58,417
Current assets					
Debtors	9	27,475		23,570	
Cash at bank and in hand		190,940		191,138	
		<u>218,415</u>		<u>214,708</u>	
Creditors: amounts due within one year	10	<u>(1,950)</u>		<u>(3,509)</u>	
Net current assets			216,465		211,199
Net assets			<u>258,603</u>		<u>269,616</u>
Funds	11				
Restricted income funds			86,834		85,309
Unrestricted income funds			171,769		184,307
Total funds			<u>258,603</u>		<u>269,616</u>

Trustees statements required by the Companies Act 2006 for the year ended 31 March 2020

In approving these financial statements as trustees of the company we hereby confirm:

(a) that for the year stated above the company was entitled to the exemption conferred by section 477 of the Companies Act 2006;

(b) that no notice has been deposited at the registered office of the company pursuant to section 476 of the Companies Act 2006 requesting that an audit be conducted for the year ended 31 March 2020;

(c) that we acknowledge our responsibilities for ensuring that the company keeps proper accounting records which comply with the requirements of the Act with respect to accounting records and the preparation of financial statements; and

(d) These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and in accordance with FRS102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

The financial statements were approved by the board on and signed on its behalf by

Alistair Holland
Treasurer / Trustee



1. Accounting policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and the preceding year.

1.1 Basis of accounting

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities 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.

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through profit or loss. The financial statements are prepared in sterling, which is the functional currency of the entity.

1.2 Incoming resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular income categories:

Voluntary income is received by way of grants, donations and gifts and is included in full in the statement of financial activities when receivable. Grants where entitlement is not conditional on the delivery of a specific performance by the charity are recognised when the charity becomes unconditionally entitled to the grant. Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included. Gifts donated for resale are included as incoming resources within activities for generating funds when they are sold.

Grants, including grants for the purchase of fixed assets, are recognised in full in the statement of financial activities in the year in which they are receivable. Income from investments is included in the year in which it is receivable.

1.3 Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes. Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

1.4 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less accumulated depreciation. Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, as follows:

Land and buildings	-	10/20% straight line
Plant and machinery	-	33% straight line
Fixtures, fittings and equipment	-	33% straight line
Motor vehicles	-	25% straight line

**2. Voluntary income**

	Unrestricted funds £	Restricted funds £	2020 Total £	2019 Total £
Donations	35,954	-	35,954	54,230
Grants receivable	1,975	11,062	13,037	-
The Sobell Foundation	-	-	-	11,000
	<u>37,929</u>	<u>11,062</u>	<u>48,991</u>	<u>65,230</u>

3. Activities for generating funds

	Unrestricted funds £	Restricted funds £	2020 Total £	2019 Total £
Earthworker fees	154,315	-	154,315	141,190
Fundraising events	8,991	-	8,991	6,315
Site sales	2,061	-	2,061	2,564
Farmers market	2,304	-	2,304	1,493
Miscellaneous income	642	-	642	188
	<u>168,313</u>	<u>-</u>	<u>168,313</u>	<u>151,750</u>

4. Investment income

	Unrestricted funds £	Restricted funds £	2020 Total £	2019 Total £
Bank interest receivable	489	-	489	195
	<u>489</u>	<u>-</u>	<u>489</u>	<u>195</u>

5. Net incoming resources for the year

	2020 £	2019 £
Net incoming resources is stated after charging:		
Depreciation and other amounts written off tangible fixed assets	<u>20,503</u>	<u>31,347</u>



6. Employees

Employment costs	2020 £	2019 £
Wages and salaries	178,292	137,289

No employee received emoluments of more than £60,000.

Number of employees

The average monthly numbers of employees during the year, calculated on the basis of full time equivalents, was as follows:

	2020 Number	2019 Number
Employees	8	6

7. Taxation

The charity's activities fall within the exemptions afforded by the provisions of the Income and Corporation Taxes Act 1988. Accordingly, there is no taxation charge in these accounts.

8. Tangible fixed assets

	Land and buildings freehold £	Plant and machinery £	Fixtures, fittings and equipment £	Motor vehicles £	Total £
Cost					
At 1 April 2019	202,894	30,693	18,333	29,152	281,072
Additions	-	-	4,223	-	4,223
At 31 March 2020	202,894	30,693	22,556	29,152	285,295
Depreciation					
At 1 April 2019	164,471	30,663	14,471	13,050	222,655
Charge for the year	12,353	-	3,064	5,085	20,503
At 31 March 2020	176,824	30,663	17,535	18,135	243,157
Net book values					
At 31 March 2020	26,070	30	5,021	11,017	42,138
At 31 March 2019	38,423	30	3,862	16,102	58,147



9. Debtors

	2020 £	2019 £
Trade debtors	27,475	23,570

10. Creditors: amounts falling due within one year

	2020 £	2019 £
Trade creditors	-	377
Other taxes and social security	-	1,182
Accruals and deferred income	1,950	1,950
	1,950	3,509

11. Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total funds £
Fund balances at 31 March 2020 as represented by:			
Tangible fixed assets	36,892	5,246	42,138
Current assets	139,764	78,651	218,415
Current liabilities	(1,950)	-	(1,950)
	174,706	83,897	258,603

**12. Unrestricted funds**

	At 1 April 2019 £	Incoming resources £	Outgoing resources £	At 31 March 2020 £
Unrestricted funds	184,307	206,731	(219,269)	171,769

13. Restricted funds

	At 1 April 2019 £	Incoming resources £	Outgoing resources £	At 31 March 2020 £
Restricted funds	85,309	11,062	(9,537)	86,834

14. Company limited by guarantee

Earthworks St. Albans is a company limited by guarantee and accordingly does not have a share capital. Every member of the company undertakes to contribute such amount as may be required not exceeding £1 to the assets of the charitable company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member.



Earthworks St Albans, Hixberry Lane, St Albans, Hertfordshire AL4 0TZ

www.earthworksstalbans.co.uk

01727 847311

Registered charity number 1067139

Company Limited by Guarantee 3307683

