



## Contents

Notice of the Annual General Meeting 2017	2	Report of the Board of Directors	8
Voting — Explanatory Notes	2	Financial Review	17
Proxy	2	Statement of Financial Activities	20
Agenda	2	Balance Sheet	21
Nominations for Re-Election	3	Detailed Statement of Financial Activities	22
Minutes of the Annual General Meeting 2016	4	University of Plymouth: how to find us	24
Reference and administrative details of the Charity, its Directors and Advisors	8	Our cover: Bees at Mt Edgcumbe, photo by Charles Boot	

## Notice of The Annual General Meeting 2017

Notice is hereby given that an Annual General Meeting ('Meeting') of The Gardens Trust will be held at 3.30pm on Saturday 2 September 2017 in Lecture Theatre 1, of the Roland Levinsky Building, University of Plymouth, Drake Circus, Plymouth PL4 8AA.

Those wishing to attend the AGM are requested to register in advance if they have not already done so.

### Voting — Explanatory Notes

- Current individual and joint members and authorised representatives of the County/Country Gardens Trusts may vote in person at the Annual General Meeting.
- Individual and joint members, and CGT members, will vote as two separate classes and a majority of each class will need to vote in favour of a resolution for it to pass.
- When you register, you will be given a voting card for use at the meeting.

### Proxy

- If you are not able to attend the meeting in person, you may appoint a proxy to vote on your behalf at the meeting.
- You may appoint the Chairman (or another person of your choice) as your proxy by completing the enclosed Proxy Voting Form and delivering it as instructed on the form by the date specified.

### AGENDA

#### The Gardens Trust Annual General Meeting 2017

3.30pm on Saturday 2 September 2017

Lecture Theatre 1, Roland Levinsky Building, University of Plymouth PL4 8AA

Welcome by Dr James Bartos, Chairman of the Board

#### 1. Resolution 1: Minutes

To approve the Minutes of the 2nd Annual General Meeting held on Friday 2 September 2016.

#### 2. Resolution 2: Annual Report and Accounts

To receive the Accounts together with the Report of the Directors and the Independent Examiners for the year ended 31 December 2016.

#### 3. Resolution 3: Independent Examiners

To re-appoint Averillo & Associates as Independent Examiners and to authorise the Board to fix their remuneration.

#### 4. Resolution 4: Election of Vice President

To re-elect Anne Richards for a period of five years.

#### 5. Resolution 5: Election of Directors

To re-elect Dr James Bartos, Michael Dawson, Sarah Dickinson and Lisa Watson as Directors.

*Under the Trust's Articles, at the first and second Annual General Meeting after the merger in July 2015, one-third of Directors must step down but will be eligible for re-election for a further three year term.*

*The four Directors, constituting one third of Directors, stepping down and offering themselves for re-election at this election were chosen by lot.*

This concludes the voting part of the Annual General Meeting, which will be immediately followed by:

1. Report from The Chairman
2. Reports by the Chairs of Committees and of Activities
3. Any Other Business
4. The Gilly Drummond Volunteer of the Year Award 2017
5. Closing Remarks by Dominic Cole, President of The Gardens Trust

## **Nominations for re-election**

### **Vice President**

#### **Anne Richards**

Anne Richards was first appointed a Vice President of The Garden History Society (GHS) in 2012 for a period of five years. She joined the GHS in 1978 and was Membership Secretary from 1982–2000. She was a member of the Events Committee from 1980–2011 and organised many of the Society's Annual Conferences, numerous study tours at home and abroad, and day events. She has given generously of her time and provided invaluable practical help and support to the GHS over this period, and subsequently to The Gardens Trust.

### **Directors**

#### **Dr James Bartos**

Dr James Bartos is Chairman of the Board of the Gardens Trust. He was a member of the GHS Council and the Finance and General Purposes Committee from 2012. He obtained a PhD in Garden History from Bristol University in 2014. Prior to retiring from the law, he was a partner in a leading international law firm, specialising in capital markets transactions and corporate governance.

#### **Michael Dawson**

Mike Dawson is Vice Chairman of the Board. He is a planner and landscape architect, retired, with 45 years experience in local government and with environmental charities in many areas throughout the country. He was Executive Chairman of the London Parks & Gardens Trust, Vice Chairman of the Association of Gardens Trusts and has been Chairman of the GHS/AGT Joint Conservation Committee. He is Chairman of the Administration and Finance Committee of the Gardens Trust.

#### **Sarah Dickinson**

Sarah Dickinson is enjoying a second career as a landscape designer and planting consultant following a career in the City as a property lawyer. She has an MSc in the Conservation of Historic Gardens and Cultural Landscapes from Bath University and is on the Council of the Surrey Gardens Trust and editor of their newsletter. She is Vice Chair of the Conservation Committee of the Gardens Trust.

#### **Lisa Watson**

Lisa Watson is Honorary Treasurer of the Gardens Trust. She worked for the National Trust at Stowe Landscape Garden for 17 years starting as a volunteer and then becoming Estate Secretary until she retired in 2009. She has been Company Secretary of the London Parks & Gardens Trust and is their Treasurer, is a Council member and Treasurer of Buckinghamshire Gardens Trust and was Treasurer of the AGT.

By order of the Board

#### **Maureen Nolan**

Company Secretary

Dated 24 June 2017

Registered Office

70 Cowcross Street

London EC1M 6EJ

Company Number: 03163187

Charity Number: 1053446

## **Accounts**

A full set of the Report of the Board of Directors and Financial Statements for the year ended 31 December 2016 will be available at the Annual General Meeting or may be obtained by applying by post to: The Honorary Secretary, The Gardens Trust, 70 Cowcross Street, London EC1M 6EJ and enclosing a stamped addressed large A4 envelope.

# Minutes of the second Annual General Meeting of The Gardens Trust

Held at the Umney Theatre, Robinson College, Cambridge at 3.15 pm on Friday 2 September 2016

## Preamble

**Attendance:** 86 members of The Gardens Trust and County Gardens Trusts attended the Annual General Meeting, including the President Dominic Cole and Vice Presidents Gilly Drummond, Steffie Shields, Anne Richards and Robert Peel.

**Apologies:** were received from all other Vice Presidents. Apologies were also received from Board members David Lambert, Dr Ian Varndell, Dr Marion Harney and Simon Baynes, together with twenty-eight members of The Gardens Trust and County Gardens Trusts.

The Secretary noted with sadness the deaths, since the last Annual General Meeting, of David Bingham Matthews, Michael Meads, Dr Norman Scarfe, Peter Daniel, Mary Starbuck, Peggy Cunningham, John Thompson, Mrs Henrietta Phipps, Mark Turnbull and Mrs Jane Fawcett.

## 1. Welcome And Chairman's Address

The Chairman, Dr James Bartos, welcomed all members of The Gardens Trust and members and representatives of the many County Gardens Trusts who were attending the meeting. He hoped it would be informative and valuable in bringing together members of both groups more closely.

He gave special thanks to all those in the Cambridgeshire Gardens Trust for all their work preparing the conference weekend and making arrangements for the AGM; to the Events Committee, Directors and staff for their contribution, and particularly to Louise Cooper, Administrator for the preparations for the AGM; to Patrick Eyres and Tim Richardson for their work in continuing the New Research Symposium, an integral part of The Gardens Trust educational remit.

## 2. Minutes of the Annual General Meeting held on Friday 24 July 2015 at the University of Newcastle Conference Centre

These were duly adopted.

## 3. Honorary Treasurer's Report

The Chairman invited Lisa Watson, the Honorary Treasurer, to introduce the Annual Report and Accounts.

The Honorary Treasurer explained that following the merger on 24 July 2015 the financial statements of the new organisation for 2015

and the comparative 2014 year are presented as though the combined entity had been in existence for the whole of the two year period on a calendar year basis.

At last year's AGM, the Resolution was passed to re-appoint The Garden History Society's (GHS) accountants to inspect the 2015 Accounts. Subsequently however, for reasons of both cost and level of support offered, the Board unanimously approved Averillo & Associates, previously the accountants for the Association of Gardens Trusts (AGT), as the Inspecting Accountants for this year and going forward. That decision has proved to be a good one, and the Trust has been very grateful for their support and advice.

Much work has been done to improve the presentation of the financial statements to make them easier to follow and to make them more transparent.

The Honorary Treasurer reported that the Trust has benefitted from the following legacies during 2015: £92,710 to GHS from Mrs Pippa Rakusen, and £28,511 to the AGT from Colonel Richard Harington Gilbertson.

Grants receivable from Historic England (HE) were also at a higher level, £126,525 compared with £103,377, which was mainly due to additional funding for merger and related expenses. There was also a grant from the J Paul Getty Jr Charitable Trust for £10,000 to support the Trust's role in the Capability Brown Festival, principally supporting additional Historic Landscape Project Officer time in working with County Garden Trusts (CGTs).

The surplus of income over expenditure for the Newcastle Conference helped to increase Event income to £17,583, compared to £4,662 in 2014.

Wages and salaries increased during this period, largely due to overtime in relation to the merger. Office management costs and other support costs also increased. There were one-off costs of £13,364 for legal and professional fees principally relating to the merger and an accrual of £15,000 for the development of a new website.

The above factors led to net incoming resources being a surplus of £97,848 compared to a loss of £19,599 in 2014. Stripping out one-off legacies, grants and merger-related costs it is estimated that there would have been an underlying

operating loss of approximately £17,600.

The new administrative systems include replacing the source of GHS insurance cover with cover from the AGT brokers, bringing the previously out-sourced bookkeeping in-house, and bringing the two offices together thus reducing the workspaces from three to two. The financial savings of these changes will really begin to be evident in the 2016 accounts and even more so in 2017. The Treasurer was pleased to report that the trend is going in the right direction.

Copies of the Annual Report and full End of Year Management Accounts were available to members.

#### 4. Annual Accounts and Independent Examiners Report for the period 1 January 2015 to 31 December 2015

The Report and Accounts for the year ended 31 December 2015 were laid before the members. It was noted that the Board had agreed the Report and Accounts at its meeting on 10 May 2016.

#### 5. To Appoint Averillo & Associates as Independent Examiners and to authorise the Board to fix their remuneration

The appointment of Averillo & Associates as Independent Examiners was approved and the meeting's agreement was given to delegate authority to the Board to fix the Independent Examiner's remuneration.

#### 6. Re-Election of Vice Presidents

The following members were duly re-elected as Vice-Presidents for a further term of 5 years:

- Alan Baxter
- Susan Campbell

#### 7. Election Of Board Members

The Chairman reported that four Directors were standing down, all of whom had made a very great contribution to the first year of The Gardens Trust:

- **Jeremy Garnett:** Honorary Secretary of The Garden History Society since 2012 and, latterly, The Gardens Trust, and member of the Merger Transition Committee.
- **Kate Harwood:** a member of the Conservation Committee since 2015 and working tirelessly on the Capability Brown festival.

- **Tim Richardson:** first elected as a member of GHS Council in 2004 and Chair of the Education and Publications Committee, subsequently GT Chair of Education, Publications and Communications Committee.
- **Dr Ian Varndell:** Chair of the Membership Committee since election in 2015 and overseeing the Historic Landscape Project, and member of the Merger Transition Committee.

The following members were duly elected to the Board in their place:

- Christine Addison
- Dr David Marsh
- Maureen Nolan
- Peter Waine

#### 8. Any Other Business

There being no other voting business, the Chairman thanked all those present for attending and declared the voting part of the meeting closed, before inviting the Reports from Committee Chairs on activities during the year.

#### 8a. Reports

The Chairman reported on the year's activities by the Board of The Gardens Trust.

He thanked the members of the Board and the staff for their hard work during the past year and for achieving so much to make the first year of the Trust a success.

He reported on the restructuring which had taken place in two important areas. The first had already been referred to by Lisa Watson and involved the reorganisation of the finance and accounting functions. Related to that had been the creation of two separate roles for the Trust's two administrators, one relating to Corporate Governance headed up by Louise Cooper and the other with Teresa Foley as Finance Officer and CGT Co-ordinator. He thanked them for their support for these changes.

The second had been a Conservation Review and restructuring which had already been reported in **GT news** and to CGTs. It was recommended that the role of Principal Conservation Officer and Policy Adviser could more efficiently be undertaken by Conservation Committee members themselves with specialist input in important cases and policy consultations from a new national panel of experts to be established and to be called on as needed on a

## Minutes

paid consultancy basis.

Jonathan Lovie, the Principal Conservation Officer and Policy Adviser, had accepted the recommendations of the Review and left the Trust in May. He had been an invaluable Adviser to the Trust and to the GHS for the last 13 years and the Chairman expressed gratitude for his expertise during this time.

The Review also highlighted the importance of the delivery of planning responses through distribution of the weekly casework list of planning applications and responses from the CGTs. The principal coordinators have been the Trust's Conservation Officers, Alison Allighan and Margie Hoffnung. The success of these efforts has been measured in the dramatic increase in planning responses due to the increased involvement of the CGTs. Also highlighted was the importance of the work done by the Historic Landscape Project Officers in providing training and encouragement to CGTs. Linden Groves continues in a new role as senior HLPO and, replacing Caroline Ikin who resigned to pursue a PhD, the Chairman welcomed the new assistant HLPO, Tamsin McMillan.

The Chairman stated that these administrative and conservation restructuring measures create ways that we can manage ourselves and deliver our conservation efforts more efficiently, smarter and better, creating opportunities to increase our role nationally.

Other developments during the year have been the adoption of a new logo, which is important for branding, and, very importantly, the construction of a new website. The Trust engaged a professional website design company as well as its own technical consultant, and Directors and staff provided a lot of input as to the desired functionalities of the new site. The site has now been constructed and is in the process of being populated with information. It will provide a terrific platform for the future.

Another important development this year was the production of a Planning Leaflet designed for local Planning Officers to emphasise the importance of the role of parks and gardens in the planning process and to increase awareness of our role as Statutory Consultee in relevant cases.

During the next year we will be focusing on increasing our individual membership, which has been declining, and on how we communicate

and interact with CGT members. Membership provides a very key funding stream.

In conclusion, the Chairman stated that an HE funding level that stays relatively constant combined with our restructuring measures should help the Trust to ensure a sustainable financial future as mandated by our Business Plan. On this base, we should continue to be able to develop an even stronger national presence as the only statutory consultee, and the only amenity society, devoted to landscape. We should be able to continue to be able to deliver a more powerful national presence and voice under the banner of the tag line we have adopted: to research, conserve and campaign.

**Note:** Reports below under Items 8b-8f, and 9, were published in full in **GT news 2** Winter 2016 pages 4-10.

**8b.** Virginia Hinze, Chair of the Events Committee, reported on the Committee's work during the year and initiatives and events over the year ahead.

**8c.** Tim Richardson, Chair of the Education, Publications and Communications Committee, reported on the Committee's activities relating particularly to the proposed new website, communications with GT and CGT members and maintaining high academic standards.

**8d.** Sarah Dickinson, Vice-Chair of the Conservation Committee, reported on the Committee's activities during the year.

**8e.** Mike Dawson, on behalf of Dr Ian Varndell, Chair of the Membership Committee, reported on the Committee's plans to promote and develop the membership of both individuals and CGTs.

He then invited Linden Groves and Tamsin McMillan to report on the Historic Landscape Project's (HLP's) events list and to outline its strategy for the year.

**8f.** Kate Harwood reported on the activities of the Capability Brown Festival/CB300.

**9.** The Chairman invited Mike Dawson to introduce **The Gilly Drummond Award for the CGT Volunteer of the Year**.

Mike Dawson recalled that this is the fourth

year that the Award had been presented, having been established by Steffie Shields as Chair of the Association of Gardens Trusts.

Six nominations had been put forward and after careful consideration the decision had been reached to award Karen Lynch of Yorkshire Gardens Trust for her outstanding contribution, not only to the Capability Brown research project, but also for her longstanding support for Yorkshire GT from committee roles to fundraising and research.

Dominic Cole, President of The Gardens Trust, presented the Award which was accepted by Val Hepworth, Chair of Yorkshire Gardens Trust, in Karen's absence.

**10.** The Chairman then invited Dominic Cole, President, to conclude the meeting with closing remarks.

Dominic Cole displayed his OBE medal for Services to Landscape Conservation and emphasised that it was not his medal, but a medal to be shared with all members of The Gardens Trust. He reminded everyone that they were there because of their shared love of, and interest in, gardens; specifically historic gardens and parks, which are places to visit and to experience good feelings.

He expressed gratitude to those volunteers who had put so much time into making the arrangements which led to a successful merger, and pride at the substantial role in the planning process that the County Gardens Trusts were now undertaking and in the benefits of the fantastic toolkit created by the HLP Officers.

Dominic conveyed his sincere gratitude to Peter

Hayden who stands down as a Vice President this year, and also his deep gratitude to Gilly Drummond as AGT President, and to Steffie Shields for her tireless energy whilst Chair of the AGT during the merger preparations, meeting so many CGT members.

Dominic closed by expressing the wish to be a visible and useful President and to be available to the Trust whenever his support was needed.

### **11. Any Other Business**

Before formally closing the meeting, the Chairman noted two items of Any Other Business.

**11a.** He invited Philip White, the CEO of Hestercombe Gardens Trust, to address the meeting on the proposals for the Hestercombe Trust to take over the administration of the P&GUK website from October 2016.

**11b.** Val Hepworth, Chair of Yorkshire Gardens Trust was then invited to address the meeting and to raise YGT's concerns at the future of Environmental Stewardship and to urge the need for those concerns to be taken up with Historic England and other leading organisations. Yorkshire Gardens Trust requested that The Gardens Trust does what it can to promote the value of historic parks and gardens within future Environmental Stewardship schemes.

**12.** The Chairman then declared the meeting closed.

# Reference and administrative details of the Charity, its Directors and Advisors

for the year ended 31 December 2016

## Directors

Christine Addison	elected 2 .9. 2016
Dr James Bartos	
Simon Baynes	<i>ex-officio</i> , elected 2 .9. 2016*
Michael Dawson	
Sarah Dickinson	
Jeremy Garnett	resigned 2 .9. 2016
Dr Marion Harney	
Katherine Harwood	resigned 2 .9. 2016
Virginia Hinze	
Dr Sally Jeffery	
David Lambert	
Dr David Marsh	elected 2 .9. 2016
Maureen Nolan	elected 2 .9. 2016
Jean Reader	<i>ex-officio</i> , resigned 2 .9. 2016*
Tim Richardson	resigned 2 .9. 2016
Judith Riley	<i>ex-officio</i> *
Dr Ian Vardell	resigned 2 .9. 2016
Peter Waive	elected 2 .9. 2016
Elizabeth Watson	

\* Non-Voting

Registered Company number:

03163187 (England and Wales)

Registered Charity number: 1053446

Registered office:

70 Cowcross Street, London, EC1M 6EJ

**Company Secretary:**

Maureen Nolan

**Independent examiner:**

Peter Nellemose

Institute of Chartered Accountants

in England & Wales

Averillo & Associates, Chartered Accountants

16 South End, Croydon, Surrey, CR0 1DN

**Bankers**

Barclays Bank plc, Leicester, LE87 2BB

CAF Bank Limited, PO Box 289,

West Malling, Kent, ME19 4TA

## Report of the Board of Directors

for the year ended 31 December 2016

The Board of Directors (who are also Trustees of the Charity for the purposes of the Charities Commission) present their Annual Report together with the Financial Statements of The Gardens Trust ("the Charity") for the year ended 31 December 2016.

The Directors 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.

### Structure, Governance And Management Constitution

The Company is a charitable company limited by guarantee constituted under Articles of Association, as amended by special resolution dated 24 July 2015, and is a Registered Charity

number 1053446, Registered Company number 03163187 (England and Wales).

### Method of election of Board of Directors

Board members are elected for a three-year term of office and are then required to retire at the next Annual General Meeting but are eligible for re-election for a further three-year term. Additionally, at the first and second Annual General Meeting following the adoption of the amended and restated Articles, one-third of Directors must step down but will be eligible for re-election for a further three-year term. The names of those who are due to retire and wish to stand for re-election to the Board are listed in the papers for the Annual General Meeting.

### Policies adopted for the Induction and Training of Board Members

Newly elected Board members are provided



with copies of the previous Annual Report and Financial Statements, the Trust's Articles of Association, the Trust's Business Plan and Charity Commission advice on the duties of Trustees. All Directors serve on Committees of the Trust or otherwise have responsibilities within the Trust in addition to serving as Directors.

### Organisational structure

The Board has Committees responsible for: Administration and Finance; Conservation; Education, Publications and Communications; and Events. There was a separate Membership Committee until September 2016, when this was disbanded and its responsibilities taken over by the Administration and Finance Committee. The Board and the Committees generally meet quarterly, with additional *ad-hoc* meetings as required.

In 2016, the Trust employed two part-time administrators who reported to the Chair of the Administration and Finance Committee; two part-time conservation staff who reported to the Chair of the Conservation Committee; and three Historic Landscape Project Officers, who reported to the Chair of the Membership Committee until September, and then to the Vice Chair of the Conservation Committee

### Objectives And Activities

#### 1. Charitable objectives

The objects of the Charity are for the public benefit:

- to promote the study of the history of gardens and gardening, landscape gardening and horticulture in all its aspects;
- to promote the protection and conservation of historic parks gardens and designed landscapes and to promote and advise on their conservation;
- to promote the County Gardens Trusts and through them, education, appreciation and involvement of the public in matters connected with the arts and sciences of Garden Land; and
- to encourage the creation of new parks, gardens and designed landscape.

#### 2. Public benefit

The Board of Directors, as Trustees, confirm that they have complied with the duty in Section 4 of

the Charities Act 2006 to have due regard to the Charity Commission's general guidance on public benefit.

### Achievement And Performance

#### Review Of Activities

##### Chairman's Report

Calendar year 2016 was the first full year of operation for the Gardens Trust. The merger of two charities is a rare event, and with much hard work and much good will from many people we had a very successful first full year post-merger. All of the activities of the Gardens Trust fired on all cylinders: conservation, events, communications/ education and the re-organisation of our administrative and finance functions. These activities are detailed in the committee reports below, and I will not attempt to repeat or summarise them here. I will, however, highlight a few items of strategic importance to the Trust that occurred over the year.

Under the guidance of our Administration and Finance Committee, we successfully created one integrated operation out of two predecessor organisations, and in the process created substantial efficiencies in how we operate.

The logic of the merger, as I have said previously, was to link a centralised, professional conservation effort with the volunteer conservation effort in the counties, and this partnering succeeded in a much enhanced participation in responding to planning applications this year. We had also taken the conscious decision to become more of a campaigning organisation, where circumstances warranted, and this strategy bore fruit in our continuing campaign in relation to public parks. We continued during the year to bring ourselves to the attention of local planning officers and others involved in the heritage sector through our own planning leaflet addressed to local planners, through joint efforts with the Joint Committee of National Amenity Societies and through outreach events organised by our Historic Landscape Officers. We intend that the Assembly event we held in autumn 2016 that was attended by many third-party organisations interested in landscape heritage will become an important annual heritage event.

We spent much effort this year developing and populating our completely new website

## Report of the Board of Directors

at [www.thegardenstrust.org](http://www.thegardenstrust.org), which was finally launched towards the end of the year. A website is a very important branding as well as functional instrument for any organisation. The GT website has a very impressive functionality and depth of content, with a modern, clean look, and includes events, news, campaigns, all of the HLP resource materials, publications, research, the CGTs, the governance structure of the Trust, an interactive Forum for users and much more.

The very full programme organised by the Events Committee also contributed to raising the profile of the GT, with both academic and more popular lectures and events, two study tours and a joint conference with the British Records Association. We anticipate continuing having joint conferences with other organisations, which is a very good way of reaching out to new audiences, and two such conferences are planned for 2017.

The Cambridge AGM and conference, planned by Cambridgeshire Gardens Trust before the merger, had a very good atmosphere and brought home to everyone that we are all part of the same effort.

We made substantial progress in 2016 in reaching our financial goal of 'living within our means', although 2016 continued to be a year with various one-off post-merger and restructuring expenses, and we spent approximately £27k of restricted grant income received in prior years, resulting in a mis-match of income and expenditure between years. We had an operating loss (negative net expenditure) of approximately £32k in 2016, which reduces to a loss of approximately £4.7k if we take into account restricted grants received in prior years and spent in 2016 and before net gains on investments. For further information, see **Financial Review** (p.17).

In my view, the main risk to the continued viability of the Trust in the future is a declining individual membership. Revenues from membership subscriptions provide a steady and important source of income to the Trust. Individual memberships provide about five times as much revenue as CGT membership subscriptions. Other sources of revenue, such as from events, are more variable and revenues from donations are unpredictable. The Trust does require a high level of revenues in order to fund the percentage of statutory work and HLP work not funded by Historic England. HE

currently funds approximately 40% of statutory work and 67% of HLP work, but if we do not fund the remaining percentages, we are not entitled to take up the full amount of HE funding. Additionally, we fund projects which are in addition to these basic funding levels.

Our individual membership has steadily declined over recent years and went down from 1,353 at the end of 2013 to 1,158 at the end of 2016 (in these numbers a joint subscription is counted as one). Continued decline at this rate will mean the GT will no longer be able to fund all of its core activities, much less additional ones. The GT will continue to look at ways of increasing our individual membership and to undertake initiatives in that regard.

Anyone interested in the conservation of historic parks and gardens might potentially be interested in supporting the charitable work of the GT, and I would hope we could achieve a much higher level of individual membership than in the past. This would enable us to enhance our activities and also safeguard against future declines in HE funding.

I would urge all our current members to help raise awareness of the GT and its activities with a view to increasing the support we receive as a charity through membership subscriptions.

In the meantime, we are looking towards a highly productive and exciting level of activity in 2017.

**Dr James Bartos**  
Chairman

### Administration And Finance Committee

The Gardens Trust has two members of administrative staff inherited from the previous organisations: Louise Cooper from The Garden History Society (GHS) and Teresa Forey-Harrison from the Association of Gardens Trust (AGT). A review of their responsibilities and activities led to agreement of new complementary roles. Lou is now the Gardens Trust's Administrator responsible for organising and co-ordinating the governance and administration of the Trust. Teresa is the Finance Officer and County Gardens Trusts (CGT) Co-ordinator being responsible for organising and co-ordinating the financial arrangements of the Trust and providing administrative support to CGT members.

Both the GHS and AGT had desk space at 70 Cowcross Street, the offices of Alan Baxter Associates. Reorganisation led to three desk

spaces being reduced to two, located next to each other. The Trust acquired new software to dispense with expensive out-sourcing of day-to-day bookkeeping. New and more efficient arrangements were put in place with regard to online banking and insurance. Work continued to review risks, health and safety, and assets.

Following the retirement from the Board of Dr Ian Varndell in September, the Administration and Finance Committee took over responsibility for membership arrangements. A review of these is now underway. A new leaflet was produced to promote individual membership of the Gardens Trust, and a new legacy leaflet is nearing completion. Total individual membership was 1158 at the end of December 2016. Total membership of County Gardens Trusts stood at 7665 at December 2016; membership of the Welsh Historic Gardens Trust (affiliated to the Gardens Trust) was 850.

**Mike Dawson,**

**Chair, Administration and Finance Committee**

### Conservation Committee

The Conservation Committee has functioned with great success during the year. Members of the committee have been actively involved in furthering its work and supporting the conservation staff in relation to specific consultations, drafting responses for sites for which they have expert knowledge, and revisions to the generic planning advice and skeleton letters produced to support CGTs and others in the sector.

We published an important new guidance leaflet on *The Planning System in England and the Protection of Historic Parks and Gardens* on the 1 August 2016. It explains the place of historic designed landscapes in the planning system, that historic parks and gardens are 'heritage assets' for planning purposes, the importance of assessing significance, the statutory consultation obligations, and the role of the Gardens Trust and the County Gardens Trusts. It is intended primarily to help local planning authorities, but is freely available and downloadable from our newly launched website which includes a re-structured and updated conservation **Resource Hub**:

[thegardenstrust.org/conservation/conservation-publications/](http://thegardenstrust.org/conservation/conservation-publications/)

In response to the damage that austerity cuts are having on Public Parks we commissioned a report: *Uncertain Prospects*, from University

of Leicester academic Dr Katy Layton-Jones, and submitted a memorandum to the House of Commons **Select Committee** for the Public Parks Inquiry. The Report, which is a successor to the Garden History Society and Victorian Society report, *Public Prospects: the historic urban park under threat*, (1993) was published in late November 2016 following Dr Layton-Jones' appearance for The Gardens Trust at the Select Committee on 14 November and was subsequently submitted to members of the Committee as supplementary evidence. The report is available to download at:

[thegardenstrust.org/public-parks/](http://thegardenstrust.org/public-parks/)

The Select Committee findings will be published in February 2017 and the impact that their decision may have going forward will be closely monitored.

### Partnering with County Gardens Trusts

Our new working partnership with the County Gardens Trusts (CGTs) continues to develop and improve and has proved to be both productive and stimulating. In the past year we received 1714 consultations of which approximately 1022 were **statutory consultations** cases for England. Of these, 1224 were planning applications and 25 were pre-application consultations (the balance was made up of Local and Neighbourhood Plans, Historic England Register Consultations, and General Queries and Enquiries).

72 written responses were submitted by the Gardens Trust (GT) and 185 by the CGTs. In addition, 64 no comment responses were submitted by the GT (mostly in Oct/Nov/Dec after we adopted a new policy of responding to all applications) and 64 by the CGTs. In addition to the above, 42 cases were received for Wales.

### Casework

The new staffing arrangements and the increased involvement of CGTs in conservation work has allowed the Conservation Officers to undertake more responses to statutory consultations affecting major designed landscapes and other cases where important issues of principle are raised.

We have had some notable successes such as at **Panshanger** where our interventions and representations to Historic England (HE) at the highest level resulted in Tarmac withdrawing their proposed major excavations to extract minerals from beneath the Broadwater and to fill in the adjoining lagoon created by previous extraction activities in this important Repton landscape.

## Report of the Board of Directors

Our strong support for the campaign to prevent development at **Lydiard Park** resulted in Taylor Wimpey withdrawing their application for 46 houses just 4m from the boundary of the Registered Park and affecting major views/setting. Sadly we were not successful in preventing development around **Birkenhead Park**, possibly because our strong response was omitted from on-line documents, an unfortunate omission that the Gardens Trust will be pursuing.

Contentious proposals affecting **Brompton Cemetery** and **Tottenham House** are on-going and there is much concern over the decision by the University of Oxford to put **Nuneham Park** (including the village) on the market. It seems the decision has been made, but we are pressing the District Council to prepare a development brief which clearly sets out the importance of the grade I landscape and the constraints that entails.

Other major issues have been proposals from the National Trust (NT) for cycling tracks at **Croome** and **Ickworth**, with Croome being withdrawn in response to robust opposition from the CGT and the GT. In principle, the Conservation Committee does not oppose National Trust's programme for increasing access to the wider historic landscapes in their care but we will continue to judge each case on its merit. The Chair of the Committee has encouraged the NT to consult the GT at pre-application stage.

These sites and others will continue to take much of our time during 2017 but it is gratifying to report that a good compromise solution was reached for the proposals to construct a new boarding house at **Stowe**. The GT and Buckinghamshire Gardens Trust working together, achieved agreement with the local planning authority (LPA) to screen the building completely from the wider eighteenth-century landscape and that as a planning gain, and in a spirit of goodwill, various recommendations from the Conservation Plan should be implemented.

Margie Hoffnug has enabled us to foster much closer links with many CGTs and the personal contact, attention and encouragement that she and our Casework Manager, Alison Allighan, have been able to give members of CGTs undertaking conservation work has been greatly appreciated. This has enabled CGT participation in the planning process and numbers of consultation responses submitted by the CGTs to be sustained

during 2016.

Part of the increase in confidence evident in CGTs responding to planning consultations is due to the training on the planning system, with Margie actively involved in the training sessions. They have found them to be very valuable, not only for developing skills within the sector, but also for establishing contacts with CGTs and local authority planning officers.

We have also updated and improved the **Conservation Casework Log** which is working fully, with a few minor additions/changes introduced to provide the extra information in the weekly lists requested by the CGTs. It was transferred to the new host site in February 2017 with new login details issued to all existing users and a pilot scheme with CGTs to 'test' it with the ambition that all CGTs will have direct access in the coming year.

In addition to specific consultations, the Conservation Officers and Committee members have continued to handle an ever-increasing number of email enquiries from members and the public; and responded to consultations from Government on public parks and Historic England's survey on effects of NPPF on the historic environment.

**Historic England** also consulted the Conservation Committee on proposals to update its *Good Practice Advice GPA3 'The Setting of Heritage Assets'* in the light of recent planning cases and to provide further advice on views. We also responded to the Heritage Alliance's request for views re Brexit.

### **P&GUK: Update**

On 2nd September 2016 the Heritage Lottery Fund (HLF) formally announced that they would make £98,000 available as transition funding to support the transfer of the Parks and Gardens database to the **Hestercombe Gardens Trust** (HGT) who have now agreed a novation agreement with the HLF which will ensure that the HGT takes over P&GUK with all the conditions and obligations enshrined in the original grant.

In parallel, HGT and P&GUK will agree a Database Transfer agreement that will enable HGT to take over the database, domains, archives etc. currently owned by P&GUK. The Parks and Gardens data set will be immediately transferred to an up-to-date database and placed on a modern, secure server and the website will be redesigned including making it mobile compatible.

While this work is being undertaken HGT will contact all County Gardens Trusts during 2017 and organise a series of workshops to determine the best way forward for the website and to reconnect with CGT recorders and surveyors to restart the collecting and inputting of data which is anticipated will begin early in 2017.

### **'Capability' Brown Legacy Project**

Funded by Historic England and the Getty Foundation, while the Brown legacy project is separate from the Gardens Trust conservation work, our staff and Conservation Committee have been involved in developing and executing this work to assess the degree to which landscapes designed by Brown have been affected by planning proposals and identify those sites likely to be vulnerable, or becoming vulnerable, to significant damaging change/decay and which aspects are most at risk.

We have appointed a group of Historic Landscape specialists to utilise the GT Casework Log, Historic England (*At Risk Register* data), and robust empirical data from experts, and stakeholders such as owners and County Gardens Trusts. The legacy project is due to be complete in the spring of 2017 and the outputs will include a spreadsheet of c.170 Brown sites with core data and indicators of vulnerability that will be produced and made widely available.

There will also be a brief campaigning report highlighting the main findings, any shortcomings of the method/project, and also further research/analysis that may be useful. In addition, if we can secure the necessary funding, we will hold a workshop to discuss the findings with everyone consulted and identify positive action that the public (in particular CGTs, amenity societies, etc.) can take to preserve Brown's landscape legacy.

**Dr Marion Harney,**  
Chair, Conservation Committee

### **Education, Publications and Communications Committee**

Probably the most significant thing that happened this year was the launch of the new Gardens Trust website. Getting it up and running took longer than intended, but everything seems to be bedding in and working well. Its new architecture allows us to add more content as we find a need for it. It is complemented by both Twitter and Facebook feeds.

Spring and Winter editions of the 'new look' 40-page **GT news** were produced, as well as two 4-page editions of **GT micro-news**; the changes made are more evolutionary than revolutionary. A new numbering system and ISSN were adopted so the numbering system has restarted at #1 (we would have hit #100 in Winter 2017 under the original system).

**GT news** is a vehicle for both individual and corporate members and the CGTs to talk to each other, and Charles Boot, our **GT news** Editor, is always pleased to receive possible contributions.

During the tercentenary year of **Lancelot 'Capability' Brown**, two of the three issues of our journal, **Garden History**, provided either context to or an evaluation of his work. In May, articles gave insight into the gardens, designers, gardeners and design theories of the eighteenth century, while the special issue in August formed the proceedings of the ICOMOS-UK conference, **'Capability' Brown: Perception and Response in a Global Context**, held at the University of Bath in September. This special issue, which examined how Brown's natural landscape style contributed to landscape and garden making abroad, was made possible by the generosity of ICOMOS-UK, Historic England and The Gardens Trust. The second general issue of the year contained articles on a wide range of topics, including the winning entry to the Gardens Trust's 12th Annual Essay Prize by Ruth Oakley on Australian environmental/land art, a wide-ranging and vibrantly written account of the historic development of the genre in that continent.

The Gardens Trust Essay prize, now renamed the **Mavis Batey Essay Prize**, attracted five entries the judges thought had the potential for publication. The subjects were very varied, although mainly well researched and written studies of individual gardens or gardeners. The judges were unanimous on one thing: that one prize was not enough, and apart from the eventual winner, decided to give a Highly Commended award to two other entries, and have encouraged the writers to submit them for publication. The first was Sarah Law's extremely scholarly essay on the 18th century rides at Rufford Abbey in Nottinghamshire which investigated a previously overlooked aspect of landscape history in a very informative and fresh way. The other was another scholarly essay on the C18, but this time

## Report of the Board of Directors

on garden making in China by Liyuan Gu, which made a coherent case for a major revision of our knowledge and understanding of the subject. However, in the end the prize was awarded to a wide-ranging and vibrantly written essay *One Gigantic Gallery: Land Art in Australia* by Ruth Oakley that challenges our preconceptions about all sorts of things. It appeared in the Winter 2016 issue of **Garden History**.

Other fascinating research in garden history was highlighted in our 6th annual **New Research Symposium**, organised and chaired by Dr Patrick Eyres, which was held at our Annual Conference, hosted by the Cambridgeshire Gardens Trust, on 2 September 2016 at Robinson College, University of Cambridge. There were a large number of conference delegates and most attended the symposium. The audience was both supportive and appreciative. The papers spanned a range of subject matter and were delivered by Vicky Pickering, Advolly Richmond and Michael O'Sullivan, while Charles Boot once again ensured the smooth running of all things technical. The main aims of the Symposium are to provide a professional forum for the presentation of new research in Garden History, and to encourage scholars whose material has yet to be published.

Another showcase for recent research is the **annual weekend conference** held jointly with the University Department for Continuing Education at Rewley House, Oxford in June. This year's subject was *The Suburban Garden*, viewed from its origins up to post-war developments. Topics included the concept of the suburb, the Loudons, Victorian gardening magazines, Hampstead Garden Suburb, the pre-war gardens of 'Metro-Land' and recent and modern gardens. The visit, prefaced by a talk on Oxford's own Victorian garden suburb, was to Park Town and Norham Manor in North Oxford. Each of these conferences brings forth new faces in the audience from other disciplines according to the subject matter, and in this way spreads the word about garden history.

Finally, the Board agreed the Committee's recommendation that we lend our support to **Grapevine**, a new education initiative designed to increase the range and spread of courses in garden history across the country. The Royal Horticultural Society, National Trust and English Heritage are all involved, with a garden history element now being included in their own

apprenticeship and other professional training.

And as a happy end note, the quality of the New Research Symposium, the Rewley House papers, and the Essay Prize entries, together with the apparent popularity of the other courses that we are supporting, suggests that garden history is about to begin a well-deserved return to popularity.

**Dr David Marsh,**  
Chair, Education, Publications  
and Communications Committee

### Events Committee

The year began with the well-established **Winter Lecture Series**, run entirely by GT volunteers. Largely featuring C18 landscapes including new research at Wimpole and Woburn and the Earl of Shaftesbury's philosophy of estate gardening, it concluded with Helena Attlee's handing round of pomelo varieties to illustrate her talk on *The Land Where Lemons Grow*.

Two **study tours** took place, to south-west Scotland and to Paris, plus a fascinating visit to Buckinghamshire to view areas of Cliveden's Gardens revealing new insights through research and to its neighbouring estate Dropmore, currently undergoing restoration of its famous early C19 gardens and arboretum. All these were arranged and led by volunteers and great thanks must go to Sally Jeffery, Robert Peel, Kristina Taylor, Richard Wheeler and Claire de Carle for their contributions of time, expertise and significant income for the Trust.

Arrangements for the GT's **Conference and AGM 2016** by Cambridge GT pre-dated the decision to merge so the GT thanks them for a most enjoyable and well-organised event.

November featured a jointly-run **conference** with the British Records Association *Keeping the memory green: records of small gardens*. Speakers included archivists and historians from the Royal Horticultural Society, The Garden Museum, Lambeth Palace, London Parks & Gardens Trust and independent scholars; presentations covered records of small gardens in the gardening press and in the archives of the Lindley Library and the Garden Museum, on topics ranging from Oxford college gardens and the gardens of Lambeth Palace to allotment gardens, the gardens of 'ordinary people', and Finsbury Circus gardens.

The Events Committee's main roles are: offering a range of academic and more popular events

which illuminate past and new research in garden history; showcasing the GT and CGTs' conservation work and campaigns of national interest throughout the UK (and indeed abroad); and raising income to support the GT's wider activities.

The Committee has developed some new initiatives to become less 'London-centric' and more representative of the GT's national audience, to attract more volunteers able and willing to organise events and to operate more efficiently.

To implement these initiatives the committee has:

- Appointed three new members, from Shropshire, Yorkshire and Buckinghamshire, to complement existing ones from Norfolk, Dorset, Sussex and London; set up electronic communication with Scotland's Garden and Landscape Heritage (SGLH) group and the Welsh Historic Gardens Trust.
- Set up regular liaison with other GT committees: Conservation, and Education, Publications & Communications, and sent representatives to virtually all the regional Historic Landscape Project (HLP) Assemblies and training events to meet CGT delegates and hear their ideas for events.
- Begun to establish a network of 'occasional' volunteers who might organise an event but do not wish to join a committee - hence building capacity and committee sustainability.
- Prepared protocols on managing our various event types (conferences, tours, joint events etc.) and (thanks to Sally Jeffery) offered training and mentoring on the intricacies of Eventbrite.
- Raised approximately £8,300 towards the GT's conservation and campaigning work.

The Events Committee works well in advance and forward planning during 2016 included not only the 2017 Winter lecture series (with a regional premier as well as London), conferences on late C20 designed landscapes and another on new research in Chinese Gardens; two study tours to Sicily and to the North-east of Scotland, but also the AGM and Annual Conference to be held in Plymouth (in conjunction with Devon Gardens Trust). Details of these and advance notice of events in 2018 were announced in **GT news**.

The Events Committee is still in great need of one or two more members with good organisational skills, particularly from the north-west, south-west and the Midlands.

**Virginia Hinze,**  
Chair, Events Committee

## Historic Landscape Project

This year was a busy one for the Historic Landscape Project, in which we continued to develop our online **Resource Hub**, reviewed and restructured our event offer, and trained over 150 volunteers and ran networking events with a further 150 people attending. In July 2016 our HLPO Caroline Ikin left the Gardens Trust to embark on a PhD, prompting a demanding recruitment schedule which resulted in the appointment of Tamsin McMillan in September 2016.

In the early months of 2016, we ran or supported CGTs to run several **Regional Forums** for the East, South East, and West Midlands. We had been finding however that Regional Forums were becoming increasingly resource-heavy to organise, whilst feedback suggested that many attendees felt that the emphasis on external speakers limited the potential for valuable CGT-led discussion. We therefore carried out a review, with full consultation amongst CGTs, and in July 2016 announced the piloting of a series of **Meet Ups** in place of the Forums. Meet Ups are low key gatherings of CGTs, at which any CGT from any region is welcome, in which a static Agenda (Conservation, Education, Research and Recording) is filled by items that CGTs bring to discuss on the day, drawn out with a few key 'highlight' speakers from the CGTs and augmented with one external speaker. The first Meet Up was held in York in December with 22 delegates from eight CGTs. Feedback was extremely positive and so this pilot was continued into 2017. It is intended that the opportunities to network with regional representatives from other organisations will be nurtured through encouraging an official CGT presence at regional Historic Environment Forum meetings.

In November 2016, the HLP launched the **Historic Landscapes Assembly**, which is intended as a national annual event at which all those interested in historic designed landscapes can come and hear speakers discuss the year's key issues (especially the work of the CGTs and GT) whilst networking with their counterparts. 70 people attended the first Assembly, which was held in London, with a roughly equal mix of CGTs and external guests, and feedback was extremely positive, most notably with external guests from organisations such as CPRE, HODS, NE and HE commenting that the event would be a much-

## Report of the Board of Directors

needed addition to the annual calendar.

Over 2016 our **training events** snowballed in popularity, reflecting a groundswell of enthusiasm and motivation for active volunteering. In March we held a ***Growing Relationships*** workshop to guide CGTs on ways to build productive links with local authorities, particularly in order to maximise the potential of the new GT leaflet ***The Planning System in England and the Protection of Historic Parks and Gardens*** – this was well attended with 22 delegates from 8 CGTs. In April, poor bookings meant we disappointingly had to cancel an event in Nottingham, designed to address the Designation system. However, this was swiftly followed by a Significance training day at Burghley House in Lincolnshire at which we had almost 35 volunteers. In October we launched a pilot run of a new 3-part planning training package, with an accessible day called *Protecting Historic Parks and Gardens: It's a Piece of Cake* at Westonbirt in Gloucestershire. This was highly popular, with 48 guests, and feedback from many expressing an enthusiasm to start commenting on planning applications. This will be followed-up in 2017 with a day of training on how to write planning application comment letters, and another with a detailed look at the planning system.

HLPOs additionally maintained a good presence at external events, speaking at training days organised by IHBC, HELM, and Northumbria Gardens Trust, as well as at **Historic Environment Forums** in the South East and East Midlands. We were also instrumental in the publication and distribution of the new Gardens Trust leaflet on

parks and gardens in the planning system, which saw its distribution to every local authority in England, as well as multiple copies to every CGT and also to an extensive external mailing list.

We also continued to offer support to specific CGTs, most particularly to the working group re-establishing Nottinghamshire Gardens Trust, and setting up a key group of CGTs in the East Midlands to work collaboratively on an HLF-funded Research & Recording project in their region.

The **Resource Hub** was successfully moved from its original home on P&GUK to the new Gardens Trust website. This facility is increasingly understood and used by CGTs but it is clear that the crude organisation of materials will need to be improved upon in order to improve its usability.

In October we produced a detailed application to Historic England for further funding after the 2015-16 agreement was completed, and were delighted to be offered funding for 2016–17. It is intended during this year to work to put the HLP on a more secure and long term financial footing by examining a range of different funding sources from event sponsorship to other grant schemes.

Additionally, funding from the Getty Foundation was used to employ the HLPOs for further hours to support CGTs in their initiatives marking 'Capability' Brown's birthday for the **Capability Brown Festival**. This work involved offering guidance and support, but mainly augmenting communication between the central Festival team and the CGTs.

**Linden Groves, Tamsin McMillan**  
**Historic Landscape Project Officers**



# Financial Review

for the year ended 31 December 2016

As shown on the Statement of Financial Activities, The Gardens Trust had a loss (negative net expenditure) of £32,212 in 2016, reduced to a loss of £18,379 after net gains on investments of £13,833. However, as shown in the Restrictive Reserves note on the face of that Statement, £27,488 of expenditure in 2016 relates to the spending of grants received in prior years, resulting from a mis-match in income and expenditure between years. £15,994 relates to the spending of Historic England grants, of which £9,124 was paid in 2015 and £6,870 in years prior to that. £11,467 relates to spending Capability Brown grants from 2015 and prior years. £18,284 of this spending is shown separately for 2016 under Historic Landscape Project, with the remainder in various other expenditure lines.

Donations and legacies were down from £200,604 in 2015 to £66,696 in 2016 mainly because we received one-off legacies in 2015 of £121,221. The other principal component of Donations and legacies is subscriptions, including gift aid, and this was nearly flat at about £64k in both years. A decline in individual members has not yet flowed through into subscriptions but likely will do so in the future. In 2015, we also recorded about £7k as a donation of rent waived by the landlord, with a correspondingly higher £7k of rent expense, whereas in 2016 rent expense was recorded net, with no donation amount. We also had about £5k of other miscellaneous donations in 2015 with virtually none in 2016.

Grants receivable for Historic England were about flat between the years, £125,451 in 2016 and £126,525 in 2015. Publication income benefited in 2016 from a one-off payment of £7,230 in relation to payments for royalties covering a number of years. Accordingly, publication income was £12,866 in 2016 compared with £4,555 in 2015. The other principal elements of Publications income are sales of back issues, sales through JSTOR and Yearbook advertising.

The net contribution to income from Events (revenues minus expense) was £8,323 in 2016 compared with £17,583 in 2015. Events income in 2015 benefitted from a high level of net profit from the Newcastle conference, organised by the GHS. The 2016 Cambridge conference

was organised by the Cambridgeshire CGT, a decision that pre-dated the merger, with no income accruing to the GT. The 2017 and future conferences will be organised by the GT, with any profit or loss accruing to it.

Within Expenditure, salaries showed a saving, from £141,715 to £138,305, principally due to tighter control of overtime. The conservation restructuring during the year resulted in higher conservation salaries in 2016 but the efficiencies achieved should show reduced conservation spending in 2017. Printing and distribution were about flat during the two years at about £32k.

Office management costs decreased significantly from £33,196 in 2015 to £17,340 in 2016 due to the net accounting for rent in 2016 mentioned above, reducing rent expense, as well as lower rent expense by having two rather than three work stations for three quarters of the year; £3k charged to an upgrade of our planning data base hub in 2015; almost £4k of AGT project fees charged to 2015; and savings in insurance and office sundries.

Other support costs also decreased significantly, from £42,429 in 2015 to £29,815 in 2016. Legal fees declined from £13,364 in 2015, mostly relating to the merger, to £7,711 in 2015, mostly relating to restructuring and personnel matters. Website development costs declined from £15k in 2015 to £7.9k in 2016, higher than budget but necessary to complete the project in a satisfactory manner. Neither of these items should be significant in 2017. There were also savings in Office and Conservationists' travel and subsistence costs and Conservation office costs, partly off-set by an increase in Printing, postage and stationery costs and approximately £3.5k charged in 2016 to our public parks consultation.

Our bookkeeping expense went down from £8,165 in 2015 to £3,954 in 2016 due to our Treasurer and Finance Officer taking the book-keeping function in-house part way through 2016. This expense should effectively be further reduced in 2017.

On the Balance Sheet, we moved £100k from cash that we received from legacies in 2015 to Investments managed by Investec, our investment manager, although at year end 2016 £17k of funds under investment consisted of cash and that is shown on the Balance Sheet under Cash at bank

## Financial Review

and in hand. Investments also benefitted from dividends and interest and net gains, ending the year at £374,015, up from £260,259 at the end of 2015. It is the intention of the GT to continue to build up investments to generate a return to be used to help fund the GT's activities and to protect against reduced grant funding.

Cash at bank and in hand declined during the year from £170,133 at year-end 2015 to £54,575 at year-end 2016 principally due to the movement of funds to Investment and also to fund expenditures during the year not covered by income. Total Funds declined from £488,168 at year end 2015 to £469,789 at year end 2016, in line with the amount of loss (negative net expenditure) of £18,379 for 2016.

### Risk Management

Following Charity Commission guidance, the Board has adopted a risk management statement and agreed a risk register. This is monitored and reviewed annually and actions agreed to manage significant risks. The Board believes that maintaining financial reserves at appropriate levels, combined with an annual review of the controls over key financial systems, will provide sufficient resources in the event of adverse conditions. The Board confirms that it has agreed actions to address or mitigate the identified significant risks.

### Statement of the Board of Directors' Responsibilities

The Board of Directors is responsible for preparing the Board of Directors' 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 Board of Directors 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 those financial statements, the Board of Directors is required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are

reasonable and prudent;

- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Board of Directors is responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to 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.

Approved by order of the Board of Directors on 13th June 2017 and signed on its behalf by:

**Dr James Bartos**  
Chairman

### Independent Examiner's Report to the Trustees of The Gardens Trust

I report on the accounts for the year ended 31 December 2016 set out on pages thirteen to twenty five [of the full Report of the Board of Directors and Financial Statements].

#### Respective responsibilities of trustees and examiner

The charity's Board of Directors is responsible for the preparation of the accounts. The charity's Board of Directors considers 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. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of Institute of Chartered Accountants in England & Wales.

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 the Board of Directors 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 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) 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.

Peter Nellemose

Institute of Chartered Accountants

in England & Wales

Averillo & Associates, Chartered Accountants

16 South End, Croydon,

Surrey, CR0 1DN

13th June 2017

# Statement of Financial Activities

for the year ended 31 December 2016

	Unrestricted Funds £	Restricted Funds £	2016 Total Funds £	2015 Total Funds £
<b>INCOME AND ENDOWMENTS FROM</b>				
<b>Donations and legacies</b>	66,696	-	66,696	200,604
<b>Charitable activities</b>				
Grants receivable	-	125,451	125,451	126,525
Publications	12,866	-	12,866	4,555
'Capability' Brown	-	-	-	10,000
<b>Other trading activities</b>				
Advertising	2,105	-	2,105	3,950
Events	32,590	-	32,590	78,091
Investment income	11,412	-	11,412	10,158
<b>Total</b>	<u>125,669</u>	<u>125,451</u>	<u>251,120</u>	<u>433,883</u>
<b>EXPENDITURE ON</b>				
<b>Raising funds</b>	2,615	-	2,615	2,187
<b>Charitable activities</b>				
Events	24,267	-	24,267	60,508
Wages and salaries	18,603	119,702	138,305	141,715
National insurance	3,059	7,293	10,352	10,892
Printing and distribution	32,534	-	32,534	32,849
Office management costs	13,696	3,644	17,340	33,196
Other support costs	28,065	1,750	29,815	42,429
Historic Landscape Project	-	18,284	18,284	-
'Capability' Brown	-	2,266	2,266	494
Bookkeeping	3,954	-	3,954	8,165
Independent Examiner	3,600	-	3,600	3,600
<b>Total</b>	<u>130,393</u>	<u>152,939</u>	<u>283,332</u>	<u>336,035</u>
<b>Net gains/(losses) on investments</b>	<u>13,833</u>	<u>-</u>	<u>13,833</u>	<u>(151)</u>
<b>NET INCOME/(EXPENDITURE)</b>	9,109	(27,488)	(18,379)	97,697
<b>RECONCILIATION OF FUNDS</b>				
Total funds brought forward	<u>459,082</u>	<u>29,086</u>	<u>488,168</u>	<u>390,471</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u>468,191</u>	<u>1,598</u>	<u>469,789</u>	<u>488,168</u>

## CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

### Note: Restricted fund

Grants receivable in previous years and carried forward in 2016	29,086
Restricted expenditure in 2016 of grants received in previous years	<u>27,488</u>
Restricted grants carried forward to 2017	<u>1,598</u>

# Balance Sheet

at 31 December 2016

	Unrestricted Funds £	Restricted Funds £	2016 Total Funds £	2015 Total Funds £
<b>FIXED ASSETS</b>				
Tangible assets	63,822	-	63,822	64,657
Investments	<u>374,015</u>	<u>-</u>	<u>374,015</u>	<u>260,259</u>
	437,837	-	437,837	324,916
<b>CURRENT ASSETS</b>				
Debtors	33,942	-	33,942	50,025
Cash at bank and in hand	<u>52,977</u>	<u>1,598</u>	<u>54,575</u>	<u>170,133</u>
	86,919	1,598	88,517	220,158
<b>CREDITORS</b>				
Amounts falling due within one year	<u>(55,655)</u>	<u>-</u>	<u>(55,655)</u>	<u>(55,786)</u>
<b>NET CURRENT ASSETS</b>	<u>31,264</u>	<u>1,598</u>	<u>32,862</u>	<u>164,372</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>	469,101	1,598	470,699	489,288
<b>CREDITORS</b>				
Amounts falling due after more than one year	<u>(910)</u>	<u>-</u>	<u>(910)</u>	<u>(1,120)</u>
<b>NET ASSETS</b>	<u>468,191</u>	<u>1,598</u>	<u>469,789</u>	<u>488,168</u>
<b>FUNDS</b>				
Unrestricted			468,191	459,082
Restricted Funds			<u>1,598</u>	<u>29,086</u>
<b>TOTAL FUNDS</b>			<u>469,789</u>	<u>488,168</u>

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

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

The Board of Directors acknowledges its responsibilities for:

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- 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.

The financial statements were approved by the Board of Directors on 13th June 2017 and were signed on its behalf by: **Dr James Bartos, Chairman**

# Detailed Statement of Financial Activities

for the year ended 31 December 2016

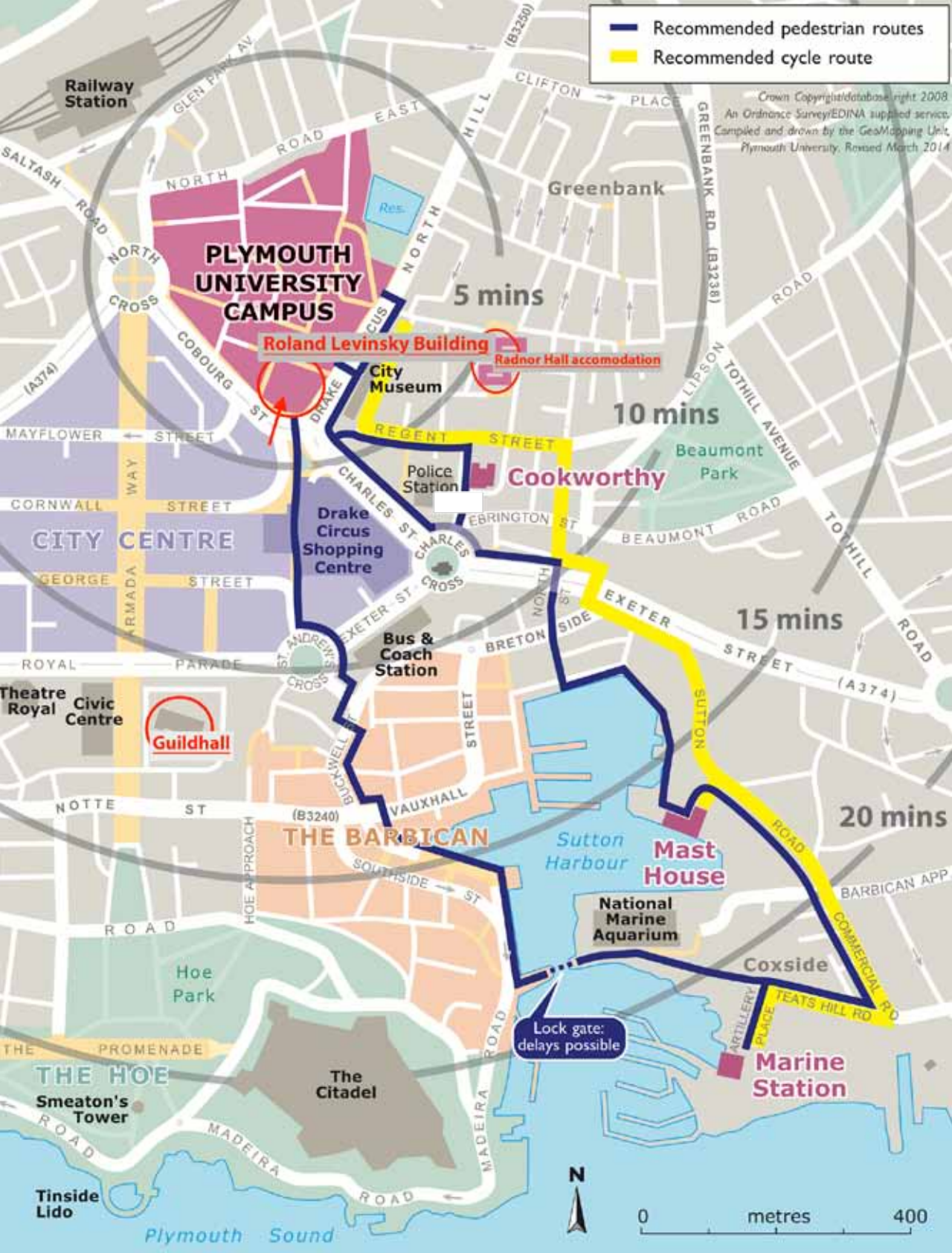
	2016 £	2015 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and Legacies</b>		
Donations	195	133,909
Subscriptions	63,970	63,630
CGT Insurance Surplus	<u>2,531</u>	<u>3,065</u>
	<u>66,696</u>	<u>200,604</u>
<b>Other Trading Activities</b>		
Advertising	2,105	3,950
Contributions from members' events etc.	<u>32,590</u>	<u>78,091</u>
	<u>34,695</u>	<u>82,041</u>
<b>Investment income</b>		
Dividends from Investments	11,185	9,746
Interest receivable on liquid investments	<u>227</u>	<u>412</u>
	<u>11,412</u>	<u>10,158</u>
<b>Charitable activities</b>		
Publications	12,866	4,555
Grants receivable	<u>125,451</u>	<u>136,525</u>
	<u>138,317</u>	<u>141,080</u>
<b>Total incoming resources</b>	<u>251,120</u>	<u>433,883</u>
<b>EXPENDITURE</b>		
<b>Investment management costs</b>		
Investment management fees	2,615	2,187
<b>Charitable activities</b>		
Wages and salaries	138,305	141,715
National insurance	10,352	10,892
Events	24,267	60,508
Printing and distribution	32,534	32,849
'Capability' Brown	2,266	494
Historic Landscape Project	<u>18,284</u>	<u>-</u>
	<u>226,008</u>	<u>246,458</u>
<b>Support Costs</b>		
Management		
Office Costs	17,340	29,354
Project Fees	<u>-</u>	<u>3,842</u>
	<u>17,340</u>	<u>33,196</u>

(continues opposite)

# Detailed Statement of Financial Activities (cont'd)

for the year ended 31 December 2016

	2016	2015
	£	£
<b>Other</b>		
Conservation, travel and subsistence	2,732	3,649
Office and Trustees' travel and subsistence	2,094	4,645
Conservation office costs (incl. IT)	1,942	2,754
Public Parks Consultation	3,526	-
Postage and stationery	3,079	1,397
Legal fees	7,711	13,364
Transfer to the GHSS Conservation Trust	-	775
Website development	7,896	15,000
Depreciation of tangible fixed assets	835	845
	<u>29,815</u>	<u>42,429</u>
<b>Governance costs</b>		
Independent Examiner	3,600	3,600
Bookkeeping	3,954	8,165
	<u>7,554</u>	<u>11,765</u>
<b>Total resources expended</b>	<u>283,332</u>	<u>336,035</u>
<b>Net (expenditure)/income before gains and losses</b>	<u>(32,212)</u>	<u>97,848</u>
<b>Realised and unrealised gains and losses</b>		
Realised gains/(losses) on fixed asset investments	(1,582)	2,945
Unrealised gains/losses on revaluations of fixed assets investments	<u>15,415</u>	<u>(3,096)</u>
<b>Net (expenditure)/income</b>	<u>(18,379)</u>	<u>97,697</u>



## How to find us

The Gardens Trust, Registered Office: 70 Cowcross Street, London, EC1M 6EJ

Company Number: 03163187, Charity Number: 1053446