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Notice of The Annual General Meeting 2018

Notice is hereby given that an Annual General Meeting ('Meeting') of The Gardens Trust, commencing at 4.15pm on Saturday 1 September 2018, will be held in the Muirhead Tower Lecture Theatre, University of Birmingham, Edgbaston Campus, B15 2TT.

AGENDA

The Gardens Trust Fourth Annual General Meeting 2018

4.15pm on Saturday 1 September 2018

in the Muirhead Tower Lecture Theatre, University of Birmingham, Edgbaston Campus, B15 2TT

Welcome by Dr James Bartos, Chairman of the Board

1. Resolution 1: Minutes

To approve the Minutes of the third Annual General Meeting held on Saturday 2 September 2017.

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 2017.

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: Re-Election of Directors

To re-elect Dr Marion Harney, Virginia Hinze, Dr Sally Jeffery and David Lambert as Directors.

5. Resolution 5: Election of Director

To elect Peter Hughes QC as a Director

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 6th Gilly Drummond Volunteer of the Year Award 2017

5. Closing Remarks by Dominic Cole, President of The Gardens Trust

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 and time specified.

Accounts

A full set of the Report of the Board of Directors and Financial Statements for the year ended 31 December 2017 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.

Nominations for Re-Election

Under the Trust's Articles, Directors retire at the end of their three year term of office and may stand for re-election for one further three year term. The following four Directors have come to the end of their three year term and are offering themselves for re-election at this AGM:

Dr Marion Harney
Virginia Hinze
Dr Sally Jeffery and
David Lambert

Nomination for Election

Michael Dawson is standing down at this AGM, resulting in a vacancy on the Board. The Board is recommending Peter Hughes, QC, as a Director to fill the vacancy.

Peter Hughes QC

By order of the Board

Maureen Nolan

Company Secretary

Dated 19 June 2018

Registered Office

70 Cowcross Street

London EC1M 6EJ

Company Number: 03163187

Charity Number: 1053446

Biographical notes on those Directors standing for Re-Election:

Dr Marion Harney is a Senior Lecturer in Conservation and Director of Learning and Teaching (PGT), Department of Architecture & Civil Engineering, University of Bath, Visiting Professor at the University of Westminster and Fellow of the Higher Education Academy. Writer, architectural, landscape and cultural historian specialising in conservation research and multi-disciplinary conservation education, she is a Director of the Gardens Trust and Chair of their Conservation Committee. Marion is a member of National Trust Council and their Historic Environment Advisory Group; Member of ICOMOS-UK Cultural Landscapes and Historic Gardens Committee and Member of the Bath World Heritage Site Advisory Group and Chair of their Research Committee.

Virginia Hinze is a landscape architect with a qualification in historic designed landscape conservation. Her work for East Sussex County

Council included many designed landscape restoration projects and as English Heritage's South-East regional landscape architect she undertook planning casework and many mentoring and monitoring projects for the Heritage Lottery Fund, specialising in public park restoration. Subsequent work as a consultant included designing and delivering training courses to the former AGT and County Gardens Trusts. She is a founder and current Council member of Sussex Gardens Trust and a former Council member of the Garden History Society. She is co-chair of the Education and Events Committee of the Gardens Trust.

Dr Sally Jeffery, FSA, studied History of Art at Birkbeck College, where she wrote her doctoral thesis. She was architectural and garden historian at the City of London for sixteen years, then helped to set up the MA Garden History at

Notice of The Annual General Meeting 2018 and draft Minutes

Birkbeck, and was a tutor until its closure, and is now an independent lecturer and scholar. She is a Vice Chair of the Education and Events Committee of the Gardens Trust, and organises the winter lectures.

David Lambert is a director of the Parks Agency and for ten years was GHS Conservation Officer. His interests include public parks, allotments and cemeteries as well as eighteenth-century poetry and gardens. He currently serves on a number of specialist advisory panels including the National Trust, Historic England, the World Monuments Fund and Historic Royal Palaces. He is a member of the Gardens Trust Conservation Committee.

Biographical note on the Director recommended for Election:

Peter Hughes QC After a career as a barrister in private practice, head of a large London set of chambers, and, from 2007, as a Circuit Judge, Peter Hughes retired from the Judiciary in July 2018. As head of chambers he had significant managerial and administrative experience. He is due to begin a master's degree course in Garden and Landscape History at London University in October 2018. He lives with his wife in the Lake District, where they care for an Arts and Craft house and garden. He is a member of the Cumbria Gardens Trust and, having been a member of the Garden History Society, of the Gardens Trust.

Draft Minutes of the third Annual General Meeting of The Gardens Trust

Held on Saturday 2 September 2017 at the Lecture Theatre, Roland Levinsky Building, University of Plymouth commencing at 3.30 p.m.

1. WELCOME AND INTRODUCTION

Dr James Bartos, Chairman, welcomed all members of the Gardens Trust and the members and representatives from the many County Gardens Trusts attending the meeting. He thanked the Devon Gardens Trust, the Events Committee (especially Virginia Hinze), Directors, and staff (in particular Louise Cooper, and Teresa Forey-Harrison), and Charles Boot for all the preparations and arrangements for the AGM – and to Drs Patrick Eyres and Oliver Cox for the New Research Symposium.

Eighty-nine members of the Gardens Trust and County Gardens Trusts were present. Thirty four apologies had been received: six from Vice Presidents; four from Directors; ten from County Gardens Trusts; and fourteen from Gardens Trust members. Nineteen proxy forms had been received, four from County Gardens Trust members and fifteen from Gardens Trust members. Separate votes would be cast for each resolution by CGT representatives, followed by Individual Members. Votes would be cast using voting cards.

The Secretary announced with sadness the deaths, since the last Annual General Meeting, of Gareth

Gunning, the Dowager Marchioness of Salisbury (a former Life Vice President and great supporter of the GHS over many years), and also Lady Prudence Cradock-Hartopp, Paul Miles and Diana Renard, who also had been long standing members.

2. MINUTES OF THE SECOND ANNUAL GENERAL MEETING, held on 2 September 2016

A resolution *To approve the Minutes of the second AGM, held on Friday 2 September 2016* was proposed by Charles Boot, seconded by Virginia Hinze and, on a show of voting cards, **Agreed.**

3. HONORARY TREASURER'S REPORT

Lisa Watson, Honorary Treasurer, presented the Accounts for the year ending 31 December 2016. Expenditure exceeded income by £32,212, reduced by net gains on investments of £13,833, resulting in a negative net outcome of £18,379. However, this included unspent restricted income of £27,488, received in previous years and planned to be spent in 2016. Taking this into account reduced the operating loss to £4,724.

The presentation of the financial statements had been changed to make them easier to follow and more transparent.

New administration systems, replacing the source of GHS insurance cover with cover from the AGT brokers, bringing the previously outsourced bookkeeping in-house and bringing the two offices together had helped to reduce costs, 2017 should bring the Trust closer to the aim of living within its means.

Publication income had benefitted from a payment of £7,230 from the Publishers' Licensing Services for royalty payments covering a period of several years. In future, more modest sums will be received on a more regular basis. A further £7,896 was added to the £15,000 accrued from 2015 to develop the new website, which had been launched with great success.

The Treasurer was thanked for her work during the year.

4. ANNUAL REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2016

The Report and Accounts for year ended 31 December 2016 were laid before members.

It was noted that the Board agreed the Report and Accounts on 13th June 2017.

The resolution *To receive the Report and Accounts for the year ending 31 December 2016, together with the Reports from the Directors and Independent Examiners* was proposed by Val Hepworth and seconded by Camilla Carter. On a show of voting cards, the resolution was **Agreed.**

5. TO APPOINT AVERILLO & ASSOCIATES AS INDEPENDENT EXAMINERS AND TO AUTHORISE THE BOARD TO FIX THEIR REMUNERATION

A resolution *To re-appoint Averillo & Associates as Independent Examiners and delegate authority to the Board to fix their remuneration* was proposed by David Foreman, seconded by Georgina Crauford and, on a show of voting cards, **Agreed.**

6. RE-ELECTION OF VICE-PRESIDENT

Anne Richards, who had come to the end of her term of office, had agreed to be nominated for re-election.

The resolution *To re-elect Anne Richards as Vice President for a further term of five years* was proposed by Virginia Hinze, seconded by Peter Waine and, on a show of voting cards, **Agreed.**

7. ELECTION OF BOARD MEMBERS

Under the Trust's Articles of Association, one third of the Directors must step down at the first and second AGM following the merger in July 2015 but are eligible for re-election for a further three year term.

The following four Directors, comprising one-third of the total number, had been chosen by lot and agreed to step down and offer themselves for re-election:

Dr James Bartos: Chairman of the Board of Directors and previously a member of the GHS Council and the Finance and General Purposes Committee from 2012.

The resolution *To re-elect James Bartos as a Director* was proposed by Dr Marion Harney, seconded by Camilla Carter and, on a show of voting cards, **Agreed.**

Michael Dawson: Vice Chairman of the Board of Directors, a retired planner and landscape architect with forty five years' experience in local government and environmental charities.

The resolution *To re-elect Michael Dawson as a Director* was proposed by Susan Dobson, seconded by Steffie Shields and, on a show of voting cards, **Agreed.**

Sarah Dickinson: Vice Chair of the Conservation Committee, a landscape designer and planting consultant following a career as a property lawyer in the City.

The resolution *To re-elect Sarah Dickinson as a Director* was proposed by Dr David Marsh, seconded by Dr Marion Harney and, on a show of voting cards, **Agreed.**

Lisa Watson: Honorary Treasurer of the Gardens Trust and previously Estate Secretary of the National Trust at Stowe Landscape Garden.

The resolution *To re-elect Lisa Watson as a Director* was proposed by Robert Peel, seconded by Joanna Matthews and, on a show of voting cards, **Agreed.**

8. REPORTS

8.1 CHAIRMAN'S REPORT

Dr James Bartos reported on another successful year, due to the hard work of staff, Directors and

draft Minutes

Committee members, and links with the CGTs and CGT members, particularly in relation to planning responses. Activities were operating at a high level of energy and had been going from strength to strength. The Trust was achieving a higher public profile, as evidenced by the increase in planning applications sent in by planning officers nationally, and requests from Government for the Trust's views on heritage and policy matters.

Highlights since the last AGM included the appointment of Linden Groves to a new role of Strategic Development Officer from 1 June 2017, involving continued support for the Historic Landscape Project and supporting strategic initiatives across the Trust. A major initial project involved leading the **Celebrating Humphry Repton 2018** initiative. Susannah Charlton had been appointed consultant Communications Adviser on a part time basis, to help the Trust achieve more efficient and effective external communications.

The new website, with a high level of functionality and an interactive Forum capability, had been launched successfully during the year, with Campaigns highlighted in a dedicated section. Individual membership, which the Trust depends on as an income stream as well as to obtain proportional grants, had continued to decline. As a strategic initiative, the Trust will reach out to communities to grow membership, in order to support the Trust's range of charitable activities, including an outreach to CGT members, professional landscape architects, professional planners and members of fellow statutory consultees.

8.2 ADMINISTRATION AND FINANCE

Michael Dawson, Chair of the Administration and Finance Committee, reported that there had been new, appropriate and up-to-date administration systems established. Lisa Watson and Teresa Forey-Harrison had rationalised the bank accounts and set up new online accounting systems and insurance arrangements. Louise Cooper, Jeremy Garnett and Maureen Nolan had introduced new governance arrangements. Both Lou and Teresa had new roles and all staff have new contracts.

New membership and legacy leaflets had been produced – while Linden Groves and Susannah Charlton would be involved in a review of the Trust's membership arrangements, with a survey of members' views and concerns planned for 2018.

8.3 CONSERVATION

Dr Marion Harney, Chair of the Conservation Committee, reported that the Committee had functioned with great success during the year. Both Margie Hoffnung and Alison Allighan were thanked for their work in supporting members of CGTs undertaking conservation work.

During the year, the Conservation Casework Log was updated and was being tested with some CGTs, with the aim of providing access to all CGTs in the coming year. A new guidance leaflet on *The Planning System in England and the Protection of Historic Parks and Gardens* was published and is available to download on the GT website's updated and restructured conservation Resource Hub.

Also available as a download, a report written by University of Leicester academic Dr Katy Layton-Jones, *Uncertain Prospects*, was published in November 2016, following Dr Layton-Jones's appearance for the Trust at the House of Commons Select Committee for the Public Parks Inquiry.

Officers and Committee members have handled an increasing number of email enquiries from members of the public and responded to consultations from Government. A new Gardens Trust report, funded by Historic England, *Vulnerability Brown*, was due to be launched in November, which highlights risks and threats to Capability Brown landscapes affected by planning proposals.

Dr Harney thanked fellow Directors and members of the Conservation Committee, in particular David Lambert.

8.4 EDUCATION, PUBLICATIONS AND COMMUNICATIONS COMMITTEE (EPC)

Dr David Marsh, Chair of EPC, thanked Charles Boot for producing the Trust's newsletter. *Garden History*, the Trust's journal edited by Dr Barbara Simms, continued to be the major academic vehicle for research on garden history and designed landscapes across the world.

The annual Mavis Batey Essay Prize and the New Research Symposium had both produced interesting new research. The EPC is committed to trying to work in partnership with others. Tribute was paid to Michael Symes, who will stand down in 2018, for his work with the Garden History conference at Oxford University. Dr Oliver Cox will take over as the Trust's representative in the partnership with Oxford.

Grapevine, a network of horticultural and

heritage organisations promoting garden history courses and education, is now working in partnership with the Gardens Trust. Courses are being offered outside London and other projects at historic sites are planned. One longer-term aim is to make the courses available digitally and in modular form, to enable CGTs to adapt them for their specific area.

Dr Marsh concluded by suggesting the Trust needed to find additional ways to appeal to a broader audience, increase membership and improve public knowledge and understanding of historic gardens and landscapes. Of equal importance, ways in which to improve communications within the Trust and with members are being explored, including email newsletters and blogs.

8.5 EVENTS COMMITTEE

Virginia Hinze, Chair of the Events Committee, reported on the Committee's work during the year and initiatives and events over the next year. The Events Committee planned to work more closely with EPC and with Linden Groves, for example by holding joint Committee meetings. The Committee planned to expand the range of events outside London to counter the perceived London bias.

Highlights from the year included the successful conference on 5 June at the re-opened Garden Museum on mid to late C20 designed landscapes. This event started a partnership campaign with Historic England, inviting nominations for C20 sites as potential candidates for the National Heritage List for England.

There will be a two-day conference in October (in partnership with Sheffield University's Landscape Department), on *New Research on the History of Chinese Gardens and Landscapes*. The London lecture series will run from January to March 2018 and, in addition, members will be able to hear some of the London lectures locally (three in Birmingham and one in Bath). As part of the Repton celebrations, the Trust will partner Norfolk Gardens Trust to offer a two-day conference in Norfolk.

Two highly successful tours to Sicily and NE Scotland had brought a substantial donation to income and Robert Peel and Kristina Taylor were thanked for their work on organising the tours. Income-raising tours in 2018 comprise trips to

Denmark and Northern Ireland.

In 2018, the Trust will hold a shorter Annual General Meeting/Conference, due to lack of volunteer resources. Alternative options were being considered, with venues under consideration being London and/or Birmingham.

8.6 HISTORIC LANDSCAPE PROJECT

Tamsin McMillan, lead Historic Landscape Project Officer, outlined the changes to staff roles during the year. Since the last AGM, training and networking events and one to one support had been provided to twenty-five out of the thirty-six CGTs and CGTs have enjoyed many successes over the last year.

The first Historic Landscapes Assembly, held in London in November in 2016, was well attended and received. The second Assembly, to be held on 28 November 2017, will include the legacy of the Great Storm of 1987 as one of its themes. A Historic Landscapes Directory, which will list individuals from external organisations who wish to work with CGTs, is being developed and will be made available to CGTs on completion. The first three Meet Ups (which replaced Regional Forums) had proved a good opportunity to share experience and knowledge. The third and final part of the planning application training package will be delivered to at least eight CGT volunteers during 2018.

During the year, a total of 149 volunteers and professionals had attended networking events and 136 volunteers attended training days.

Activities will be refocused during 2018, with support as the core ongoing Historic England-funded activity. Training will be provided as bundled packages and funding will be sought to deliver this. Four Meet Ups are planned in different geographic regions, to maximise opportunities to attend.

8.7 CELEBRATING HUMPHRY REPTON 2018

Linden Groves, Strategic Development Officer, outlined the Trust's plans for celebrating the 2018 bicentenary of Humphry Repton's death, supported by a grant from Historic England - and encouraged members to participate in the planned initiatives in whatever way they felt able. Linden outlined that Kate Harwood would act as CGT Repton Research Co-ordinator, and the GT's other resources to aid the CGTs on this project.

draft Minutes

9. ANY OTHER BUSINESS

9.1 HESTERCOMBE GARDENS TRUST/P&GUK

Philip White, Chief Executive of Hestercombe Gardens Trust, provided an update on the current state of the Parks & Gardens UK database. The final transfer of the database from the Parks and Gardens Trust to Hestercombe took place on 24 June 2017.

With the help of an HLF Transition grant, the intention was to go out to tender for a bid to update and develop the site. The redeveloped site will have improved performance and mobile compatibility and integrate social media sites (including a blog). It would probably take a year for the new Parks & Gardens site to be fully functional. In the meantime, an expert review panel will be re-established, to help with mediating submissions for the database and guiding research.

Dr Barbara Simms, former Chair of Parks & Gardens UK said the Trustees of P&GUK were delighted that Philip White and Hestercombe had taken on the Database.

9.2 IAN KENNAWAY

Ian Kennaway was congratulated on receiving an award of the Artis Bohemiae Amici by the President of the Czech Republic, both for setting up the Friends of Czech Heritage and helping to set up the Czech National Trust.

10. 5th GILLY DRUMMOND AWARD FOR THE VOLUNTEER OF THE YEAR 2017

The Chairman invited Michael Dawson to introduce the Award for the Volunteer of the Year.

This was the fifth year that the award had been presented and Michael Dawson explained that this year, two changes had been made to the process. Nominations had been invited from both CGTs and individual members, and a panel of judges considered the nominations and agreed on the winner. Directors of the Gardens Trust were

not eligible for nomination. The panel comprised: Steffie Shields (Chair); Dr Patrick Eyres; and Maureen Nolan.

Ten nominees had been put forward: Sally Bate (Norfolk Gardens Trust); Charles Boot (the Gardens Trust); Mary ter Braak (Somerset Gardens Trust); Claire de Carle (Buckinghamshire Gardens Trust); Dr Clare Greener (Devon Gardens Trust); Karen Fitzsimon (the Gardens Trust); Elaine Taylor (Lancashire Gardens Trust); Dr Hugh Vaux (Kent Gardens Trust); Ben Vljoe (Berkshire Gardens Trust); and Colin Wing (London Parks & Gardens Trust).

The judging panel felt that every nominee had been recognised for volunteering many hours to garden conservation and planning, promoting their Trust's events and supporting fellow members generously.

After careful consideration, the Panel had decided to give the award to Charles Boot, the Gardens Trust's Honorary Librarian and Newsletter Editor, and founder member of Bucks Gardens Trust.

Dominic Cole, President, presented the Award and offered his congratulations to Charles.

11. CLOSING REMARKS

Dominic Cole, President, was proud of the achievements of the Gardens Trust and its current initiatives, and thanked all concerned for a very successful Conference. The Conferences provided not only the opportunity to make friends but to enjoy meeting again, those met through the Gardens Trust and the GHS and AGT, and the shared enthusiasms and passions for the heritage of parks and gardens.

He thanked Dr Bartos for his chairmanship and all the Gardens Trust Directors, staff and Committee members for their work during the year.

There being no further business, the meeting was closed.

Note: A more extensive version of the above Reports can be found in **GT news 5**, Autumn 2017, pp.12–16 & 25.

Reference and Administrative Details of the Charity

for the year ended 31 December 2017

Registered Company number:

03163187 (England and Wales)

Registered Charity number: 1053446

Registered office:

70 Cowcross Street, London, EC1M 6EJ

Directors

Christine Addison

Dr James Bartos re-elected 2.9.2017

Simon Baynes *ex-officio**

Michael Dawson re-elected 2.9.2017

Sarah Dickinson re-elected 2.9.2017

Dr Marion Harney

Virginia Hinze

Dr Sally Jeffery

David Lambert

Dr David Marsh

Maureen Nolan

Judith Riley *ex-officio**

Peter Waine

Elizabeth Watson re-elected 2.9.2017

* Non-Voting

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 2017

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 2017.

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. 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

Report of the Board of Directors

Association, the Trust's Business Plan, the Risk Register, Trust policy documents, Minutes of previous Board meetings 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. The Administration and Finance Committee also has responsibility for Membership. The Board and the Committees generally meet quarterly, with additional ad-hoc meetings as required.

In 2017, 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 Vice Chair of the Conservation Committee. In June, a Strategic Development Officer was appointed, reporting to the Chair of the Administration and Finance Committee; and the HLP Officers were reduced to two, but working additional hours.

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 2017, the second full year of the Gardens Trust's existence, was a very successful year of both consolidation and of creating a new platform for future development. For the first time, the Trust showed a small surplus for the year, before investment gains, demonstrating financial stability in the pursuit of its charitable objectives.

All areas of the Trust's work showed huge energy and were very productive, as detailed in the reports below. The conservation effort, the core of the Trust's statutory role, continued to forge ever-closer links with the County Gardens Trusts (CGTs) in a joint effort to respond to planning applications, with the number of responses increasing considerably. Our Conservation Committee and staff had a very active involvement with a number of key sites, and the Committee was also actively engaged in responding to Government consultations and in undertaking and publishing research sponsored by Historic England.

The Trust continued to support excellence in research and the dissemination of research and ideas about designed landscapes and history through its Journal and Newsletter and through a very active programme of research symposia, lectures and conferences, some undertaken with partnering organisations. A garden history educational initiative called Grapevine, undertaken by Dr David Marsh, the Co-Chair of our Education and Events Committee, is now within the Gardens Trust fold. We continued during the year to focus on holding lectures and conferences out of London. Highly successful trips were taken to Sicily and North East Scotland.

Our training and outreach programme to CGTs, the Historic Landscape Project (HLP), continued its sterling work during the year with multiple CGT meet-ups; the annual Assembly with CGTs and other heritage organisations, held this year in Birmingham; research training days; one-on-one support of CGTs; and the provision of training and guidance materials.

The Trust undertook a major organisational change during the year, with Linden Groves, previously heading the HLP, being appointed to a new Trust-wide role as Strategic Development Officer. In this role Linden continued to support the HLP strategically and began to develop a number of other strategic initiatives for the Trust, including exploring additional funding opportunities and spearheading the Trust's Repton project, which has put the Gardens Trust front and centre in co-ordinating national celebratory activities in the 2018 Repton year, as well as planning important future follow-up. We also engaged an external consultant, Susannah Charlton, as Communications Adviser, a new role for us, who assisted Linden on the Repton project and will generally help the Trust achieve more efficient and effective external communications.

Another important strategic initiative currently being undertaken is to understand better the requirements of our members by conducting a membership survey and to reach out to potential new members. The support of members, including financial support through membership subscriptions, is vital for the long-term viability of the Trust.

We look forward to another very active and financially sound year in 2018 in which the national profile of the Trust continues to become ever more prominent.

Dr James Bartos
Chairman

ADMINISTRATION AND FINANCE COMMITTEE

The Gardens Trust has two members of administrative staff: Louise Cooper, the Gardens Trust Administrator, responsible for organising and co-ordinating the governance and administration of the Trust and Teresa Forey-Harrison, the Finance Officer and CGT Co-ordinator, responsible for organising and co-ordinating the financial arrangements of the Trust and providing administrative support to CGT members.

During the year Linden Groves took on a new role as Strategic Development Officer responsible for the forward development, promotion and fundraising for the Trust and the Historic Landscape Project, and for communications. She is responsible for organising the Celebrating Repton Festival during 2018. She developed a successful funding application to the Heritage

Lottery Fund – the Sharing Repton project - which is also being progressed in 2018.

Susannah Charlton was appointed as Communications Adviser. She drafted a Communications Strategy for the Trust, took on website development and management in conjunction with the Trust Chairman, and started the development of new initiatives including a membership survey and an e-newsletter.

A review of insurance arrangements for the Gardens Trust and CGTs was carried out and new arrangements put in place. Reviews of data protection and archive arrangements were begun, and responses to the new General Data Protection Regulations (GDPR) were put in place in a timely fashion in 2018. Work continued to review Risks, Health and Safety, and Assets. A new legacy leaflet was produced and distributed.

Total individual membership was 1134 at the end of December 2017. Total membership of County Gardens Trusts stood at approximately 7600 at December 2017; 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 continues to work collaboratively and successfully with the County Gardens Trusts and we would like to thank all CGT volunteers who respond to the bulk of planning applications we receive.

Our Conservation Officer Margie Hoffnung and Casework Manager, Alison Allighan have enabled us to build and foster much closer links with many CGTs; and their personal contact, attention and encouragement, combined with methods devised for effectively and efficiently working together to deal with planning casework - and enhanced levels of communication with CGTs - have proved enormously beneficial.

The weekly **Casework** lists and monthly summary of responses submitted are circulated weekly and help facilitate liaison and working together, ensuring that we can learn from each other so that the necessary responses can be submitted within the specified consultation period. We will continue to provide this invaluable advice, information and support to CGTs as and when required. Our working partnership continues

Report of the Board of Directors

to develop and improve, and has proved to be both productive and stimulating. This collaborative effort has resulted in jointly responding to many more applications year-on-year.

The total number of consultations received (**2017** in bold), comprising all planning applications, pre-applications, Historic England consultations, Local Plans, National Policy, Neighbourhood Plans and general correspondence for England during 2017 were **1692** (1714) and for Wales **35** (42). Of these **1082** (1025) were statutory consultations for England.

Responses (to all types of consultations) were: GT written responses submitted **83** (59); CGT written responses **215** (180); GT no comments submitted **355** (67); CGT no comments **80** (64).

Over the past year we have had some notable successes, and inevitably some failures too. In addition to the sterling work carried out by CGTs some of our volunteer Conservation Committee members have been actively involved at specific sites of National interest, including Chris Gallagher at **Kedleston** resulting in a landmark decision where the Planning Court handed down judgment overturning and criticising the Inspector's decision stating that the Inspector had 'adopted an artificially narrow approach to the issue of setting which treated visual connections as essential and determinative', and that this had amounted to an error of law. Chris Clarke has been involved at **Hulton**, Julian Gibbs at **Hatch Court**, and Marion Harney and Geoffrey Haworth of Hereford and Worcestershire CGT at **Croome Court** which resulted in the withdrawal of the application for a proposed multi-purpose trail.

We were extensively involved in discussions on change of use application for **Tottenham House** (helped considerably by Steffie Shields and Historic England working together) and another proposed multi-use trail at **Ickworth** where the concerns we expressed were listened to and resulted in the amendment and refinement of plans for these sites.

Kate Harwood has been actively and assiduously involved over many years at **Panshanger** where the owners recently wanted to destroy the Broadwater. A campaign by locals, helped considerably by the GT and vigorous lobbying, saved it - with Historic England agreeing in 2017 to put it on the Heritage at Risk Register. This collaborative approach paid dividends and

we now have a situation where Hertfordshire GT is helping with reinstatement of the Brown landscape, via a S106, influencing the Heritage Management Report, alongside Historic England, and involved in the proposed Countryside Stewardship Scheme for the site.

The new **Conservation Casework Log** was completed and first demonstrated at the GT Annual conference/AGM at Plymouth last year. To date, nine CGTs have been introduced to the Log. Most of the CGTs are very interested in consulting the Log but others have been more reluctant to add their own cases and responses. This is a work in progress and can only be improved and expanded over time and our HLP staff hope to meet up with more CGTs over the coming year to further develop this.

We published an important new research report funded by Historic England, titled ***Vulnerability Brown: Capability Brown Landscapes at Risk***, which was successfully launched at the Landscape Institute AGM in Bristol and at the Historic Landscape Assembly in November 2017. The report is a follow up to the **CB300 tercentenary celebrations** held in 2016 and is intended to draw public and professional attention to the ongoing threats to Brown landscapes across the country. Its message is, that despite the recognition in 2016, many continue to be damaged by ill-informed changes and lack of expert advice. The report highlights risks and threats to these landscapes which have been affected by planning proposals, identifying those sites likely to be vulnerable, or becoming vulnerable to significant damaging change/decay and which aspects are most at risk.

The GT would like to extend its gratitude and thanks to authors Sarah Couch and Dr Sarah Rutherford, and to our Trustee David Lambert, an invaluable member of the Conservation Committee, for his expert input, advice and guidance in compiling the report, which utilised information compiled for the GT Casework Log, Historic England (At Risk Register data), robust empirical data from experts, and stakeholders such as owners and County Gardens Trusts. This report is available to download from our Resource Hub.

Work has already begun on producing a similar 'at risk' report on Repton sites, with contributions from CGTs. The Gardens Trust is playing a key role in marking the **Repton bicentenary** which will

be reflected in the publication of the conference papers from the University of Sheffield's autumn conference on **Repton and Horticulture** as an online special edition of *Garden History*, enabled by financial support from Historic England and the Gardens Trust.

The Gardens Trust has also recently been **commissioned by Historic England** to undertake further research in assessing over 100 mid-late twentieth century sites for potential listing/ registration on the National Heritage List for England that were nominated by the GT/CGT members, landscape professionals and the public as part of our **Compiling the Record** project.

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; responded to consultations from the Government on their proposed revisions to the **National Planning Policy Framework**; Historic England's consultation on *Conservation Principles*; attended the Heritage Lottery Fund's round table discussions on *Conservation Plan Guidance*; and contributed to their survey on their *Strategic Funding Framework* (following their announcement to withdraw the Parks for People Programme). We have also robustly responded to the on-line Parks Alliance petition and consultation on Park Run. Sarah Dickinson, Vice Chair, and Chris Clarke, member, of our Conservation Committee, are also reviewing and revising our **Planning Conservation Advice Notes** which when completed will be available on the Resource Hub.

Finally, in its review of nominating bodies to their Council, **National Trust** has advised that the Gardens Trust will appear on the ballot paper but will not be a 'recommended' organisation to remain on Council. This effectively means that the Government's Statutory Consultee will no longer have a voice in representing over 250 historic landscapes in the care of the National Trust.

Our Gardens Trust and County Gardens Trust members, who are also members of the National Trust, have a chance to ensure that our views on historic landscapes continue to guide the Trust's work by using your vote to champion the Gardens Trust to remain an effective member of National Trust Council!

We all need to remain vigilant and work

collaboratively with professionals and County Gardens Trusts who have a major role to play in protecting these sites for future generations to enjoy.

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

EDUCATION, PUBLICATIONS AND COMMUNICATIONS COMMITTEE

Our journal *Garden History*, under the continuing editorship of Dr Barbara Simms, maintained its high academic standard with two issues in 2017. The summer edition focused on 16th- and 17th-century gardens and garden-related activities, and included an article by Sarah Laws whose contribution on estate rides was based on her highly commended entry for our Essay Prize in 2016. The winter issue was more diverse, ranging both geographically and chronologically, and included a piece on the survival of the Enstone Marvels, which will be further explored at our Rewley House conference in Oxford this summer. **GT news**, edited by Volunteer of the Year, Charles Boot, continued to provide updates and informative news articles.

The Mavis Batey Essay Prize for 2017 was won by Yichi Zhang, a doctoral student at the University of Technology in Sydney, for a piece on the public parks in the International Settlement in Shanghai, which will be published in *Garden History* in due course. Another entry, by Elsie Roulston, on the work of James Russell, became one of the papers presented at our 7th **New Research Symposium** held at our Plymouth conference, under the chairmanship of Dr Oliver Cox. Others were by Dominic Ingram on *The Country Estates of Military Officers in Britain, 1700–1750*; Beryl Saitch on the great horticultural bibliographer Blanche Henrey; and Patricia Wilson on the gardens of Neil McEacharn in Scotland and Italy.

Further recent research, this time on Mediaeval and Tudor gardens, formed the theme for our 2017 **weekend conference** held at Rewley House, Oxford, co-organised by Michael Symes in conjunction with Paul Barnwell of the University Department for Continuing Education.

The Gardens Trust has agreed to be associated with **Grapevine**, a new education initiative designed to increase the range and spread of courses in garden history across the country. Introductory and advanced courses were held in London throughout 2017 and are planned to continue there, and begin

Report of the Board of Directors

in Birmingham next year. Other venues are also being investigated. It is planned that profits will be given to the Gardens Trust.

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

EVENTS COMMITTEE

Our Gardens Trust events in 2017 more than fulfilled their role of providing a range of academic and popular events illuminating past and new research in garden history, showcasing the GT and CGT's conservation work and campaigns, and raising income to support these activities. We are particularly keen to deliver events in partnership with associated heritage organisations that will help raise the GT's profile.

Highlights of 2017 programme

Highlights included a sold-out major conference in June on **Mid to late C20 Designed Landscapes: Overlooked, undervalued and at Risk?** at the newly re-opened Garden Museum. Aimed at promoting the understanding and significance of mid to late C20 designed landscapes, and how they might be better recognised and conserved, the Conference attracted many professional delegates from bodies such as the Landscape Institute and Historic England (HE). The outcome is a partnership campaign with HE, **Compiling the Record** (and featured in Waitrose's *Weekend* newspaper!) to nominate C20 candidate sites worth assessing for adding to the National Heritage List for England. Over 100 sites were nominated and HE will undertake assessment during 2018.

The regular London Lecture series lightened the winter weeks and two, Brian Dix's lecture on new archaeology at Boughton and Karen Fitzsimons's on Preben Jakobsen's landscape practice in Britain, offered an introduction to subsequent visits, to Boughton House and (in 2018) to Denmark. The lecture series also broke new GT ground by offering Brian's lecture at a venue outside London (in Birmingham), a feature which we will expand in 2018.

We successfully partnered Sheffield University's Landscape Department in a two-day conference in October on **New Research on the History of Chinese Gardens and Landscapes** at which a selection of the most recent international and British research was presented.

A day visit to Chipping Camden successfully partnered the GT with the **Landmark Trust** with more such days planned in 2018. Two highly successful, sold out, tours to Sicily in April and NE Scotland in early July brought the GT a substantial donation to income from each. Huge thanks to Robert Peel and Kristina Taylor.

The GT's Annual Conference 2017 and 2018:

The 2017 Conference, held in Plymouth, was superbly organised by Devon CGT, led by Dianne Long, and we extend great thanks to them. Entitled **'Blest Elysium' Sustainable?** its site visits and speakers focused on themes and challenges faced by professionals, custodians and managers working in historic landscapes, and questioned how conservation can be balanced with ensuring that they are sustainable and relevant in the twenty-first century. Extended tours of Mount Edgcumbe, approached by boat across Plymouth Sound in brilliant sun, of Devonport Park and Saltram's landscape and finally of Endsleigh, one of Humphry Repton's finest and best conserved designs with its streams and falls in full spate, allowed ample opportunity for members to experience the management challenges. The **New Research Symposium** reached its usual high standard, ably chaired by Dr Oliver Cox.

Some members expressed concern over the cost and length of the Conference, in essence four days. The organisational burden is also huge on limited GT and CGT resources for such a commitment. However, informal feedback from many members placed great importance on the Annual Conference for cementing the cohesion of the GT and CGTs as well as providing a vital opportunity for social and professional member networking.

The Events Committee has therefore, in its programme for 2018, taken these concerns on board and devised a limited, two-day weekend conference format for which delegates will book their own accommodation. Located at the University of Birmingham and including the GT's **Annual General Meeting** and **New Research Symposium**, activities will start no earlier than 10.30 each day, allowing delegates' maximum flexibility in cost and time. We look forward to members' views on how this works.

A preview of 2018's events

A preview of 2018's exciting programme includes extending **out-of-London lectures** to

Birmingham and Bath, tours to Japan, Denmark and Northern Ireland, a day visit to Mawson and Leverhulme's moorland garden at Rivington, a joint Repton conference with Norfolk CGT, and a Repton Symposium featuring research by CGTs hosted jointly with the Garden Museum.

Events and Education, Publications and Communications Committees restructuring:

Events play a big part in delivering the GT's education, publications and conservation activity so it's essential that these aspects are 'joined up'. To facilitate this, from September 2017, the Events and Education, Publications and Communications Committees have been meeting jointly.

This has proved so productive in terms of the generation of new ideas and activities and of efficiency of delivery that, with Board approval, the two committees have, in 2018, joined into one **Education and Events Committee**, with co-chairs Dr David Marsh and Virginia Hinze.

We will work closely with our Strategic Development Officer, Linden Groves, with Susannah Charlton, our Communications Adviser and with the HLP staff – the last, especially, to take full advantage of the networking opportunities of the regional Meet-Ups which help inform our event programming.

**Virginia Hinze, Chair,
Events Committee**

HISTORIC LANDSCAPE PROJECT

This year has included reorganisation of our staff and funding approach, to help secure a more sustainable future for the Historic Landscape Project (HLP). In June, Linden Groves became the GT's Strategic Development Officer but continues to work closely with the HLP. Tamsin McMillan became lead Historic Landscape Project Officer (HLPO); and Margie Hoffnung, Conservation Officer, increased her HLP workload. In October, we were delighted to be offered a grant from Historic England for 2018–20. This two year funding period is unprecedented for the HLP.

Regional and National Networking

Members' **Meet-Ups**, low-key gatherings of CGT/GT members, were held over winter in Swindon, London and Lancaster. Meet-Up attendance has increased significantly since their launch in 2016, from an average 15 attendees last year, to 20 this year, reflecting the appetite for these CGT-led discussion days, compared to the external speaker-

dominated Regional Forums they replaced. Every Meet-Up is open to all CGTs and we were pleased to welcome six to nine CGTs to each. Meet-Ups are successful both in terms of the response from CGTs and in enabling HLPOs to provide a more consistent service across the country. Attendance by GT Board members also helps to build direct links between the GT and CGTs.

A successful second **Historic Landscapes Assembly** – the HLP's major annual networking day, open to GT/CGT members and external heritage organisations – was held at the Birmingham and Midland Institute on 28 November. The audience has grown from 68 attendees last year, to 85 this year; coming from 23 CGTs last year, and 25 this year; and 11 external heritage organisations last year, and 21 this year.

This last figure is indicative of the growing reputation and influence of the Gardens Trust in the sector. Feedback showed that delegates found the Assembly to be an extremely valuable networking opportunity. Funds from ticketing and professional advertising covered 65% of costs, demonstrating that the Assembly will eventually help to generate income for the HLP.

HLPOs have encouraged CGT volunteers to attend Historic England-organised **Historic Environment Forums** (HEF), as an important third level of networking, engaging with other heritage organisations in their region. The HLP sought volunteers to represent the CGTs in their region at quarterly HEFs. HLPOs attended HEFs in the East Midlands and south west, and have so far identified six candidates for CGT representative roles.

Training

To support the many CGTs interested in developing a project but needing more confidence and inspiration, we held a **Running a Research and Recording Project** workshop in Birmingham in January. CGT speakers shared their experiences and enthusiasm with those considering a project. This popular event drew 26 delegates from 18 CGTs. Feedback demonstrated that most attendees planned to adjust the way their Trust approaches research.

'**Knowledge is Power: using research to conserve historic parks and gardens**' was held in February at Hodsock Priory, Nottinghamshire. 44 delegates attended, including 18 from ten external organisations such as the National Trust and local authorities. This event was hosted with

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help from Notts GT, and was a useful boost for this re-emerging Trust.

In March, we delivered Part 2 of our three-part planning training package, at Stancombe, Gloucestershire. 13 attendees, from five CGTs, were trained, having a significant effect on their capacity to comment on planning applications: producing five new planning volunteers and a new research volunteer.

Support for Individual County Gardens Trusts

We provided 1:1 planning support to Gloucestershire, Somerset, Wiltshire, Avon, Hereford and Worcester, Cornwall and Kent CGTs, helping Kent to source four new planning volunteers.

We continued to support Nottinghamshire GT, as it re-establishes itself, including assisting with the appointment of a governance consultant.

We're supporting the East Midlands CGTs joint research and recording pilot project, as a precedent to be followed by other regions. The Working Group is preparing an HLF bid for £70,000. If successful, the two-year project will train volunteers to research and write statements of significance for publicly-accessible historic designed landscapes.

We continue to make and improve links between CGTs, the GT and external organisations, including:

- P&GUK, which hopes to use HLF Transition funding to support HLP-organised workshops with CGTs.
- HLPO presentation of CGTs' work at 'Public Parks: Funding, Management and Protection', a one-day course at the University of Leicester, in July; and to UCL students at a training day in Q4.
- HLPO attendance at National Amenity Society caseworker meetings.

Online Support for County Gardens Trusts

This was a busy year for the development of online support:

- In April, a new **discussion forum** for CGTs was launched on the GT website.
- We continue to upload new guidance and materials from HLP training/networking events to our **Resource Hub** on the GT website. This substantial database is a convenient way for CGTs to find and share resources.
- The HLP supported the GT's Conservation Casework Manager to launch an updated **Conservation Casework Log** which she demonstrated to CGTs at the Assembly and Lancashire Meet-Up.

Nine CGTs can now access the Log.

We regularly update CGT/GT members with HLP news and key messages via:

- a new, quarterly, HLP Email Update, first sent in April to 234 recipients (the latest, February 2018, reached over 270);
- a presentation at the Gardens Trust's AGM in Plymouth, in September;
- articles in **GT news**;
- social media: the HLP Twitter account (445 followers) and Facebook page (200 likes) have been merged with those of the GT, to avoid duplication and promote greater unity.

Tamsin McMillan and Margie Hoffnung
Historic Landscape Project Officers

STRATEGIC DEVELOPMENT AND CELEBRATING REPTON 2017

Staffing

From June 2017, Linden Groves has had the role of Strategic Development Officer as well as leading the Gardens Trust's Humphry Repton bicentenary celebrations. In this latter role she works closely with the Historic Landscape Project, with much of her activity falling under its work-plan. In addition, Linden has led on the GT appointment of a part-time, freelance Communications Adviser, Susannah Charlton, who will revise the GT's use of social media and encourage CGTs to do the same by example.

HLP Financial Development

As Strategic Development Officer, Linden Groves has led on the Historic Landscape Project's trialling a variety of strategies to reduce its dependency on public sector funding, thus placing the project and its beneficiaries on a more secure footing. These have included:

- refocusing the HLP's activities so that networking support becomes the core ongoing HE-funded activity, with conservation training being bundled into packages for which we will seek additional funding, unless they can appeal to an external paying audience;
- determining points at which strategy to secure alternative income can be implemented: for instance, sponsorship and advertising at the Historic Landscapes Assembly; external ticket and add-on charges at our Public Parks training day (April 2018); a ticket charge to all guests at the Historic Landscapes Assembly; external Heritage

Lottery Fund (HLF) funding for Repton and the East Midlands CGTs' research and recording project; additional Historic England (HE) funding for Repton project; and a proposal to P&GUK for commissioning non-core HLP support;

- generation of income through the HLP's training offer to external organisations – for example, the HLP was commissioned to design and deliver a one day **'Sustainable Management of Historic Parks and Gardens'** course to UCL in Q4. This will be a reusable package.

Repton Bicentenary

Through the HLP, Linden kick-started support for the 2018 Repton celebrations, with a meeting for CGTs in Russell Square, 20 April. Representatives from 15 CGTs attended, as well as external guests, bringing the total number to 30+. Additional funding of £9,950 lasting until the end of 2017 was secured from Historic England for work to design a **national celebration** – this was delivered by Linden Groves as Coordinator and Alison Allighan as Administrator, in close liaison with the HLP, as it cements its messages of collaborative working.

The Repton bicentenary celebration was titled **'Celebrating Repton'**, with the Gardens Trust

acting as cheerleader and lynchpin, with tangible support including a logo, website, social media, online resources, and networking opportunities.

By October 2017, there were some 190 entries on the GT's list of parties contributing an activity to the celebration, including of course the County Gardens Trusts but with other contributors ranging from big site-focussed organisations such as the National Trust, English Heritage and Historic Houses Association, to theme-focused organisations such as the Landscape Institute, Georgian Group and Royal Horticultural Society. On 10 October 2017, the Gardens Trust hosted a Repton networking meeting for CGT volunteers and others interested in collaborating, which attracted 57 delegates from 42 organisations, from the National Trust to local County Gardens Trusts.

During 2017, we also developed an HLF bid, awarded in 2018, for £99,500 (91% of a £109,500 project) for a **'Sharing Repton'** project, which will run from February 2018 until December 2019, in close liaison with HLP and encouraging CGTs to engage wider audiences during the project and retain these links after 2018.

Linden Groves,
Strategic Development Officer

Financial Review

for the year ended 31 December 2017

In 2017, its second full year of existence, the Gardens Trust achieved a small surplus of £1,032 before investment gains as compared to a loss of (£32,212) in 2016 before investment gains. As explained last year, the size of the 2016 loss was due in part to income recorded in prior years for restricted expenditures of £27,488 that were spent and recorded as an expense in 2016, hence a mismatch of income and expenditure between years. 2017 was the first year the Gardens Trust recorded positive income before investment gains, a significant financial milestone for the Trust.

With respect to income, Donations, subscriptions and legacies were slightly higher in 2017 at £67,535 as compared with £66,696 in 2016, with an increase in donations more than off-setting a slight decline in subscriptions. It is likely that a decline in individual members will

flow through to a further decline in subscriptions in future years. Grants from Historic England declined by £12,946 in 2017 to £112,505 from £125,451 in 2016. Partly off-setting that decline, we had a Capability Brown grant in 2017 of £6,800, with no corresponding grant the prior year. Publication income declined by £6,465 to £6,401 in 2017 from £12,866 in 2016 due to the fact that we had a one-off payment in 2016 of £7,230 covering royalty payments for a number of years. Investment income, comprising dividends and interest, increased by £2,699 to £14,111 in 2017 from £11,412 in 2016. As a result principally of the above factors, total income, excluding Events, declined by £10,231 to £208,299 in 2017 from £218,530 in 2016.

Events income and expense rise and fall together, depending on the nature and quantity

Financial Review

of events during the year. Net Events income (revenues minus expense) increased by £3,315 to £11,958 in 2017 from £8,823 in 2016. Net Events income benefitted in 2017 from two trips to Sicily and Scotland, partly offset by a loss on the Plymouth conference.

Within expenditure, Wages and salaries decreased by £14,216 to £124,089 in 2017 from £138,305 in 2016, with a proportional further £3,316 decrease in national insurance. The principal reason for the decline was the departure through redundancy of the Senior Conservation Officer in 2016, off-set in part by some increases in hours and wages for other staff. Printing and distribution expense was about flat, at £31,556 in 2017 as compared with £32,534 in 2016. Office Management Costs declined by £4,631 to £12,709 in 2017 from £17,340 in 2016 due to a rationalisation of insurance costs, lower IT costs and lower rent, due to moving from three desks to two during the course of 2016. Other support costs declined by £17,942 to £11,873 in 2017 from £29,815 in 2016, due to declines across a number of categories, including notably a £7,020 decline in legal expenses, a £2,134 decline in website development and a one-time 2016 expense of £3,526 for the Public Parks Consultation. The bookkeeping charge was further reduced in 2017 by £2,687. As a result principally of the above factors, total expenditure, excluding Events, declined by a remarkable £39,840 to £219,225 in 2017 from £259,065 in 2016.

In 2017, total income excluding Events of £208,299 plus net Events income of £11,958 exceeded total expenditure excluding Events of £219,225, giving rise to the surplus before investment gains of £1,032 mentioned above.

On the balance sheet, Investments increased by £21,039 to £395,054 at year-end 2017 from £374,015 at year-end 2016, due to capital appreciation as well as investment income. It is the intention of the Gardens Trust to continue to build up investments to generate a return to be used to help fund the Gardens Trust's activities and to protect against reduced grant funding. Cash at bank and in hand increased by £8,266 to £62,841 at year-end 2017 from £54,575 at year-end 2016. Debtors decreased by £21,336 to £12,606 at year-end 2017 from £33,942 at year-end 2016 due to differences in timing in the receipt of Historic England grants and gift aid. Total Funds increased to £481,155 at year-end 2017 from £469,789 at

year-end 2016, reflecting Net Income for 2017 after investment gains of £11,366.

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 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 19 June 2018 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 2017.

Respective responsibilities of Trustees and Examiner

The Charity's Trustees (who are also the Directors for the purposes of company law) are responsible for the preparation of the Accounts. The Charity's Trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required. 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 Trustees concerning any such matters. The procedures

undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statements below.

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

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 CRO 1DN

19 June 2018

Statement of Financial Activities

for the year ended 31 December 2017

	Unrestricted Funds £	Restricted Funds £	2017 Total Funds £	2016 Total Funds £
INCOME AND ENDOWMENTS FROM				
Donations, subscriptions and legacies	67,535	-	67,535	66,696
Charitable activities				
Grants receivable	-	112,505	112,505	125,451
Publications	6,401	-	6,401	12,866
'Capability' Brown	-	6,800	6,800	-
Other trading activities				
Advertising	947	-	947	2,105
Events	69,909	-	69,909	32,590
Investment income	14,111	-	14,111	11,412
Total	<u>158,903</u>	<u>119,305</u>	<u>278,208</u>	<u>251,120</u>
EXPENDITURE ON				
Raising funds	3,441	-	3,441	2,615
Charitable activities				
Events	57,951	-	57,951	24,267
Wages and salaries	36,487	87,602	124,089	138,305
National insurance	2,069	4,967	7,036	10,352
Printing and distribution	31,556	-	31,566	32,534
Office management costs	10,826	1,883	12,709	17,340
Other support costs	10,647	1,226	11,873	29,815
Historic Landscape Project	-	16,854	16,854	18,284
'Capability' Brown	-	6,800	6,800	2,266
Bookkeeping	1,267	-	1,267	3,954
Independent Examiner	3,600	-	3,600	3,600
Total	<u>157,844</u>	<u>119,332</u>	<u>277,176</u>	<u>283,332</u>
Net income / (expenditure) before gains and losses	1,059	(27)	1,032	(33,212)
Net gains/(losses) on investments	<u>10,334</u>	<u>-</u>	<u>10,334</u>	<u>13,833</u>
NET INCOME/(EXPENDITURE)	11,393	(27)	11,366	(18,379)
RECONCILIATION OF FUNDS				
Total funds brought forward	<u>468,191</u>	<u>1,598</u>	<u>469,789</u>	<u>488,168</u>
TOTAL FUNDS CARRIED FORWARD	<u>479,584</u>	<u>1,571</u>	<u>481,155</u>	<u>469,789</u>

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

Balance Sheet

at 31 December 2017

	Unrestricted Funds £	Restricted Funds £	2017 Total Funds £	2016 Total Funds £
FIXED ASSETS				
Tangible assets	63,795	-	63,795	63,822
Investments	<u>395,054</u>	<u>-</u>	<u>395,054</u>	<u>374,015</u>
	458,849	-	458,849	437,837
CURRENT ASSETS				
Debtors	12,606	-	12,606	33,942
Cash at bank and in hand	<u>61,270</u>	<u>1,571</u>	<u>62,841</u>	<u>54,575</u>
	73,876	1,571	75,447	88,517
CREDITORS				
Amounts falling due within one year	<u>(52,441)</u>	<u>-</u>	<u>(52,441)</u>	<u>(55,655)</u>
NET CURRENT ASSETS	<u>21,435</u>	<u>1,571</u>	<u>23,006</u>	<u>32,862</u>
TOTAL ASSETS LESS CURRENT LIABILITIES	480,284	1,571	481,855	470,699
CREDITORS				
Amounts falling due after more than one year	<u>(700)</u>	<u>-</u>	<u>(700)</u>	<u>(910)</u>
NET ASSETS	<u>479,584</u>	<u>1,571</u>	<u>481,155</u>	<u>469,789</u>
FUNDS				
Unrestricted			479,584	468,191
Restricted Funds			<u>1,571</u>	<u>1,598</u>
TOTAL FUNDS			<u>481,155</u>	<u>469,789</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2017.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 December 2017 in accordance with Section 476 of the Companies Act 2006.

The Directors acknowledge their 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 19 June 2018 and were signed on its behalf by:

Dr James Bartos, Chairman

Detailed Statement of Financial Activities

for the year ended 31 December 2017

	2017 £	2016 £
INCOME AND ENDOWMENTS		
Donations, Subscriptions and Legacies		
Donations	4,445	195
Subscriptions	61,455	63,970
CGT Insurance Surplus	<u>1,635</u>	<u>2,531</u>
	<u>67,535</u>	<u>66,696</u>
Other Trading Activities		
Advertising	947	2,105
Contributions from members' events etc.	<u>69,909</u>	<u>32,590</u>
	<u>70,856</u>	<u>34,695</u>
Investment income		
Dividends from Investments	13,933	11,185
Interest receivable on liquid investments	<u>178</u>	<u>277</u>
	<u>14,111</u>	<u>11,412</u>
Charitable activities		
Publications	6,401	12,866
Grants receivable	<u>119,305</u>	<u>125,451</u>
	<u>125,706</u>	<u>138,317</u>
Total incoming resources	<u>278,208</u>	<u>251,120</u>
EXPENDITURE		
Investment management costs		
Investment management fees	3,441	2,615
Charitable activities		
Wages and salaries	124,089	138,305
National insurance	7,036	10,352
Events	57,951	24,267
Printing and distribution	31,556	32,534
'Capability' Brown	6,800	2,266
Historic Landscape Project	<u>16,854</u>	<u>18,284</u>
	<u>244,286</u>	<u>226,008</u>
Support Costs		
Management		
Office Costs	12,709	17,340
Bookkeeping	1,267	3,954
Independent examiner	<u>3,600</u>	<u>3,600</u>
	<u>17,576</u>	<u>24,894</u>

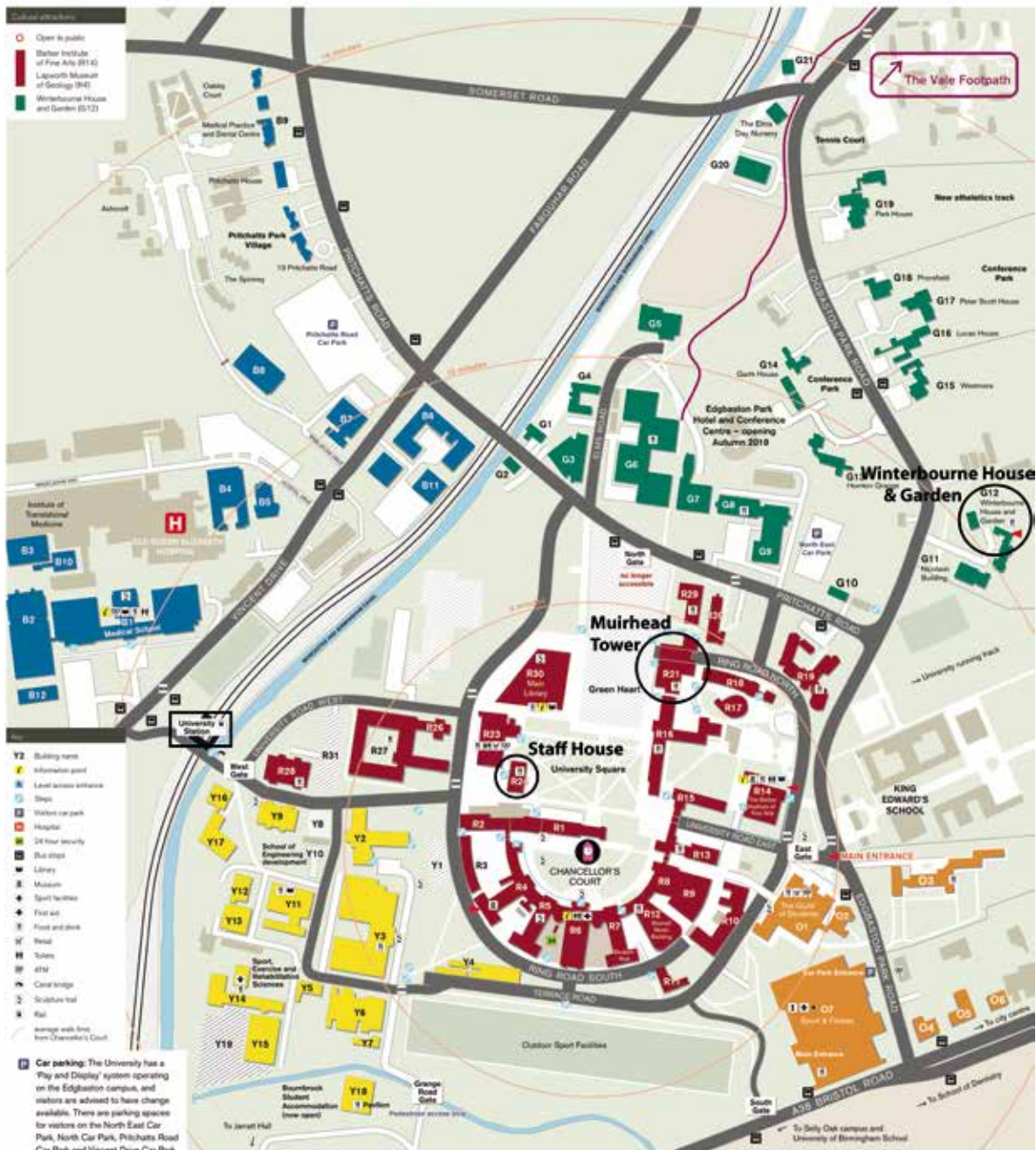
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Detailed Statement of Financial Activities (cont'd)

for the year ended 31 December 2017

	2017	2016
	£	£
Other		
Conservation, travel and subsistence	1,226	2,732
Office and Trustees' travel and subsistence	1,895	2,094
Conservation office costs (incl. IT)	-	1,942
Public Parks Consultation	-	3,526
Postage and stationery	2,272	3,079
Legal fees	691	7,711
Website development	5,762	7,896
Depreciation of tangible fixed assets	27	835
	<u>11,873</u>	<u>29,815</u>
Total resources expended	<u>277,176</u>	<u>283,332</u>
Net (expenditure)/income before gains and losses	<u>1,032</u>	<u>(32,212)</u>
Realised and unrealised gains and losses		
Realised gains/(losses) on fixed asset investments	(1,924)	(1,582)
Unrealised gains/losses on revaluations of fixed assets investments	<u>12,258</u>	<u>15,415</u>
Net income	<u>11,366</u>	<u>18,379</u>

University of Birmingham Edgbaston Campus map



On the Day (timings)

Saturday 1 September 2018

3.45pm

Tea and bookstalls in the Atrium, Muirhead Tower

4.15pm

The Gardens Trust Annual General Meeting, Muirhead Tower

6.15pm

Conference Drinks Reception in the Staff House Dining Room

followed by

Conference Dinner and speaker, Staff House

Our front cover shows Dahlia 'Linda's baby' at Winterbourne House & Garden, photo by Leighanne Gee