

Contents

Notice of the Annual General Meeting 2019	2
Agenda	2
Voting — Explanatory Notes	2
Nominations for Re-Election and Election	3
Draft Minutes of the 4th Annual General Meeting 2018	4
Reference and Administrative Details	9
Report of the Board of Directors	9
Financial Review	17
Independent Examiner’s Report	19
Statement of Financial Activities	20
Balance Sheet	21
Detailed Statement of Financial Activities	22
The Queen’s College, Oxford, plan and map	24
On the day (timings)	24



Notice of The Annual General Meeting

Notice is hereby given that an Annual General Meeting ('Meeting') of The Gardens Trust, Commencing at 4.30pm on Saturday 7th September 2019 Will be held in the Shulman Auditorium, The Queen's College, Oxford OX1 4AW

AGENDA

The Gardens Trust Fifth Annual General Meeting 2019
4.30pm on Saturday 7th September 2019
in the Shulman Theatre, The Queen's College, OX1 4AW

Welcome by Dr James Bartos, Chairman of the Board

1. Resolution 1: Minutes

To approve the Minutes of the fourth Annual General Meeting held on Saturday 1st September 2018.

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 31st December 2018.

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 David Marsh, Maureen Nolan and Peter Waine as Directors.

5. Resolution 5: Election of Director

To elect Thadian Pillai 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 15th Annual Mavis Batey Essay Prize Award 2019

5. The 6th Gilly Drummond Volunteer of the Year Award 2019

6. 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 31st December 2018 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 large A4 stamped addressed envelope.

Nominations for Re-Election

Under the Gardens 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 three Directors have come to the end of their three year term and are offering themselves for re-election at this AGM:

Dr David Marsh
Maureen Nolan and
Peter Waine.

Nomination for Election

Christine Addison is standing down at this AGM, resulting in a vacancy on the Board. The Board is recommending Thadian Pillai as a Director to fill the vacancy.

Thadian Pillai.

By order of the Board
Maureen Nolan
Company Secretary
Dated 11th June 2019

Registered Office
70 Cowcross Street, London EC1M 6EJ
Company Number: 03163187
Charity Number: 1053446

Biographical notes on those Directors standing for Re-Election:

Dr David Marsh is a garden historian, lecturer and writer. He obtained a PhD in Garden History from Birkbeck College in 2005. He is co-convenor of the History of Gardens and Designed Landscapes seminar at Institute of Historical Research, London University, 2011 to date and is currently involved in setting up a national programme for garden history education in conjunction with a number of other interest groups. David is Co-Chair of the GT's Education and Events Committee, and author of the GT's blog.

Maureen Nolan is Honorary Secretary of the Gardens Trust. She is a Chartered Governance Professional with over 30 years' experience in governance and company secretarial work and has a BSc in Mathematics and Biophysics and an MSc in Information Science. She has worked for a range of organisations in the public, private and charitable sectors, including Transport for London, ICSA and Age Concern England. Maureen is also Trustee and Secretary of the London Parks and Gardens Trust (LPGT) and the Brunel Museum, and Company Secretary of the Gas Safe Charity.

Peter Waine is a member of the GT's Conservation Committee. He has a business background, having been on both PLC and private company boards and was visiting professor at Warwick and Cass Business schools. Peter was Chairman of the Campaign to Protect Rural England (CPRE) from 2008 to 2014, Chairman of Centenary Foundation Welwyn Garden City for 2020 and has also been Chairman of the Tree Council, and of the National Fruit Collection at Brogdale. He is a former Trustee of the Royal Opera House and an author of a number of business books and books on the English countryside.

Biographical note on the Director recommended for Election:

Thadian Pillai is a Design and Strategy Consultant for gardens and designed landscapes. He works across private, public and third sectors, including with diverse organisations such as the Yorkshire Sculpture Park and Southbank Centre; in such contexts, often specialising in social value and audience development. He lectures on subjects relating to gardens and the visual arts, including recently at Parliament in Seoul, to the National Government of South Korea. He is the former Chair of Essex Gardens Trust (2017–2019), and currently sits on the Heritage Steering Committee of an Essex-based Heritage Lottery Fund (HLF) project.

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

Held on Saturday 1st September 2018

at the Edgbaston Campus, University of Birmingham, commencing at 4.25pm

1. WELCOME AND INTRODUCTION

Dr James Bartos, Chairman, welcomed members of the Gardens Trust and the members and representatives of the County Gardens Trusts attending the meeting. He thanked the Events Committee (especially Virginia Hinze), Directors, and staff for all the preparations and arrangements made for the AGM. Patrick Eyres was thanked for the continuation of the New Research Symposium (an important part of the Trust's educational remit) and Charles Boot was thanked for his contributions during the year.

58 members of the Gardens Trust and County Gardens Trusts were present. Thirty-three apologies had been received from: the President; seven Vice Presidents; two Directors; one member of staff; four Gardens Trust members; and eighteen County Gardens Trusts. Nineteen proxy forms had been received, although some had not been completed correctly and were thus void. As provided under the Trust's Articles of Association, separate votes would be cast for each Resolution by CGT representatives, followed by Individual Members. Votes would be cast using voting cards.

The Honorary Secretary announced with sadness the names of those who had died since the previous AGM including: Dr Hazel Conway (a former Vice President of the GT and an active member of the GHS Conservation Committee and GHS Council for many years); Mrs Elizabeth McArthur; Dr Peter Willis; Dr Dorothy E Knight; Mr Christopher Gibbs; and Mrs Sheila Hatch.

2. MINUTES OF THE THIRD ANNUAL GENERAL MEETING, held on 2nd September 2017

A Resolution to approve the Minutes of the third AGM, held on 2nd September 2017, was proposed by Peter Ranson, seconded by Peter Waine — and, on a show of voting cards, **Agreed**. There were two abstentions.

3. HONORARY TREASURER'S REPORT

Lisa Watson, Honorary Treasurer, presented the Accounts for the year ending 31 December 2017. A small surplus of £1,032 was achieved before investment gains, compared with a loss of £32,212

in 2016. The size of the loss in 2016 was due in part to income recorded in previous years for restricted expenditures of £27,488 spend and recorded as an expense in 2016, resulting in a mismatch of income and expenditure between years. Nonetheless, 2017 was the first year the Gardens Trust recorded a surplus before investment gains, a significant milestone for the Trust.

Investment income increased by £2,699 to £14,111 in 2017 (compared with £11,412 in 2016). Investments increased by £21,039 to £395,054 at the year end due to capital appreciation as well as investment income. The Gardens Trust intends to continue to build up investments to generate a return to help fund activities and protect against reduced grant funding in future. Events brought an increase of £3,315 in net income, bringing the total to £11,958.

The Trust was grateful to Historic England for its continuing support under the National Capacity Building Programme, with grants for Statutory Casework and for Localism, which covers the Historic Landscape Project and support of the CGTs.

Office management costs declined by £4,631 to £12,709 in 2017 (compared with £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 2016. Other support costs were reduced considerably across a number of areas (including legal expenses, website development and book-keeping) and as a result, total expenditure (excluding events), declined by £39,840. The Treasurer was thanked for her work during the year.

4. ANNUAL REPORT AND ACCOUNTS FOR THE YEAR ENDED 31st DECEMBER 2017

The Report and Accounts for year ended 31st December 2017 were laid before members. The Board had approved the Report and Accounts at its meeting on 19th June 2018.

The Resolution to receive the Report and Accounts for the year ending 31 December 2017, together with the Reports from the Directors and Independent Examiners was proposed by Helen Monger, seconded by David Foreman — and, on a show of voting cards, **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 Tamsin McMillan, seconded by Sarah Dickinson — and, on a show of voting cards, **Agreed**

6. RE-ELECTION OF BOARD MEMBERS

Under the Trust's Articles of Association, one third of the Directors were due to step down and were eligible for re-election for a further three year term. The four Directors stepping down and offering themselves for re-election were:

Dr Marion Harney: Chair of the GT's Conservation Committee; 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.

The Resolution to re-elect Dr Marion Harney was proposed by David Marsh, seconded by Peter Waine — and, on a show of voting cards, **Agreed**

Virginia Hinze: Landscape architect with a qualification in historic designed landscape conservation, a founder and current Council member of Sussex Gardens Trust and co-Chair of the GT's Education and Events Committee.

The Resolution to re-elect Virginia Hinze was proposed by Robert Peel, seconded by Marion Harney — and, on a show of voting cards, **Agreed**

Dr Sally Jeffery: Vice Chair of the GT's Education and Events Committee and organises the winter lectures. She studied History of Art at Birkbeck College and was architectural and garden historian at the City of London for sixteen years and is now an independent lecturer and scholar.

The Resolution to re-elect Dr Sally Jeffery was proposed by Barbara Simms, seconded by Claire de Carle — and, on a show of voting cards, **Agreed**

David Lambert: Member of the GT's Conservation

Committee. Director of the Parks Agency and was GHS Conservation Officer for ten years. He currently serves on a number of specialist Advisory panels, including the National Trust, Historic England, the World Monuments Fund and Historic Royal Palaces.

The Resolution to re-elect David Lambert was proposed by Marion Harney, seconded by Christine Addison — and, on a show of voting cards, **Agreed**

6. ELECTION OF BOARD MEMBER

Michael Dawson had decided to stand down as Director at the AGM, which resulted in a vacancy on the Board. The Board recommended that Peter Hughes QC be elected to fill the vacancy.

Peter Hughes QC: Following a career as a barrister in private practice and as a Circuit Judge, Peter Hughes retired from the Judiciary in July 2018 and has significant managerial and administrative experience from his role as Head of Chambers. Peter is a member of the Cumbria Gardens Trust and the Gardens Trust.

The Resolution to elect Peter Hughes was proposed by James Bartos, seconded by Maureen Nolan — and, on a show of voting cards, **Agreed**

8. REPORTS

8.1 CHAIRMAN'S REPORT

2017, the second full year of the Trust's existence, had been a very successful year. During the year, the Trust consolidated its working practices and financial position and continued to create a platform for future development. The restructuring of operations over two years and multiple administrative cost savings meant that the Trust was operating with a significantly lower cost base than at the time of the merger. These cost reductions led to a small surplus for 2017 (before investment gains). Achieving a surplus was a significant milestone for the Trust and demonstrates financial stability in the pursuit of the Gardens Trust's charitable Objectives.

However, revenue needs to continue at current levels or increase for the Trust to remain financially sound whilst carrying out and expanding its activities. Membership, an important component of revenue, has been declining over several years. As a strategic initiative led by Linden

draft Minutes

Groves, the Trust intends to seek new members from amongst existing constituencies and new constituencies. A survey has been sent to members recently as a first step in this process.

All areas of the Trust's activities were very productive during 2017, due to the dedication and hard work of the Board, Committees, other volunteers and staff. The Trust continued to increase its national profile across the heritage sector and to play a key role in conservation, education, research and capacity-building. 2018 is anticipated to be an active and financially sound year for the Trust.

8.2 ADMINISTRATION AND FINANCE

Mike Dawson, Chair of the Administration and Finance Committee, reported that Louise Cooper was reviewing Trust records and developing an archives policy, and Teresa Forey-Harrison had reviewed the Trust's insurance arrangements. Linden Groves had been running the **Celebrating Humphry Repton** campaign, including making a successful bid to the HLF for the **Sharing Repton** project. A communications strategy and an e-newsletter for members had been developed and a membership survey would commence in the autumn of 2018. Work had been undertaken by the Committee on the GDPR requirements, which were all in place by the May deadline.

Mike Dawson had decided to step down from the Board after a three-year term. He thanked Dominic Cole and Steffie Shields for supporting the merger, those on the Merger Project Board and Transitional Committee, all GT staff members, Jim Bartos, Lisa Watson and Maureen Nolan.

8.3 CONSERVATION

Marion Harney, Chair of the Conservation Committee, emphasised the success of the collaborative working on planning matters by the Gardens Trust and the CGTs. She thanked all CGT volunteers who respond to the bulk of planning applications received, supported and complemented by conservation staff. Closer links with many CGTs have been built and these enable the Trust to deal with the increasing number of planning cases received.

Over the past year, there were some notable successes, including the involvement of some Committee members at sites of national interest, resulting in some landmark decisions and the

rethinking of contentious interventions in historic landscapes.

An important new research report funded by Historic England — *Vulnerability Brown: Capability Brown Landscapes at Risk* — had been launched at the Landscape Institute AGM in Bristol and at the GT's Historic Landscape Assembly in November 2017.

Work has commenced on producing a similar "at risk" report on Repton sites, with contributions from CGTs. Funding is being sought to publish the report in printed and online form.

The National Trust notified the Gardens Trust that it will not be a 'recommended' organisation on the National Trust's reduced Council. GT members who are also members of the National Trust were encouraged to use their vote for the GT to remain on the Council.

Dr Harney thanked all members of the Committee for their unstinting work and contributions.

8.4 EDUCATION, PUBLICATIONS AND COMMUNICATIONS COMMITTEE (EPC)

David Marsh, Chair of EPC, thanked Barbara Simms and Charles Boot for their continued hard work and high standards. Sophie Bristow had joined as editor of the e-newsletter, which provides a short regular update on Trust news and activities. The website has undergone improvements in updating, including a link to the Saturday morning blog on the menu bar and the ability of non-staff to add events to the GT calendar.

The Mavis Batey Essay Prize for 2018 attracted fewer entries than usual, despite contacting relevant departments in UK and Irish universities, also in Australia, New Zealand and Canada. The unanimous winner was Joshua Goa, an undergraduate from the National University of Singapore, with an account of the evolution of a national style of gardening in Singapore. His entry will be published in a future edition of the Journal.

Research was highlighted at the 8th New Research Symposium, organised by Patrick Eyres and chaired by Oliver Cox. The joint GT-OU DCE annual weekend conference at Rewley House, Oxford, was another showcase for recent research. The subject for 2018 was *Wonders and Marvels: Water, Intellect and Science in the 17th Century British Garden*. The theme of the 2019 Conference will be the Picturesque and will be in honour of Michael Symes; with the theme for 2020 being Women Gardeners.

The Gardens Trust Board agreed to back

Grapevine, an initiative designed to increase the range and spread of courses in garden history across the country. Over the last year, in addition to those continuing in London, courses have started in Birmingham, Bath and Bristol, with several other potential venues and organisations. Despite a slow start, the underlying trend was positive.

8.5 EVENTS COMMITTEE

Virginia Hinze, Chair of the Events Committee, reported on highlights of the Committee's activities during the year. The ground-breaking joint conference with the Garden Museum in May on *Mid- to Late-20th Century Landscapes: Overlooked, Undervalued and At Risk?* attracted significant landscape professionals. The associated project to source nominations from sites will be assessed for potential registration by Historic England. Jenifer White of HE was thanked for her support.

The lecture series, which runs from January to March, is the backbone of the Trust's winter events. Two lectures in 2018 will be linked with a subsequent visit: one on Hawksmoor's work at Castle Howard and the other on Oxford Botanic Gardens. Two lectures were held outside London in 2017, in Birmingham and Bath, featuring a topic relevant to the area.

The main partnership events held were with Sheffield University — a conference on New Research on the history of Chinese gardens and landscapes — and with the Landmark Trust (a visit to the gardens of Chipping Campden House). In 2018, the Trust would partner with Norfolk Gardens Trust in a two-day conference focused on Sheringham Hall and the Landmark Trust at the 18th-Century garden and park at Halswell House.

The tours to Eastern Sicily and north-east Scotland were fully booked and Robert Peel and Kristina Taylor were thanked for their hard work on running the tours. In 2018 tours are planned to Japan and northern Denmark, and to Northern Ireland with new organiser, Doreen Wilson.

The 2017 AGM, Conference and New Research Symposium held in Plymouth was organised to a high standard by Devon Gardens Trust and thanks were extended to Dianne Long and the Devon GT. Looking forward, as a large conference is too resource-heavy for the Gardens Trust to deliver each year, a shorter event with flexible accommodation options will be offered in 2018. Feedback on the new format was invited.

Following joint meetings between the Events Committee and the EPC since the autumn of 2017, proposals will be put to the Board in 2018 to merge the two committees to form a new 'Education and Events Committee'. This will be chaired jointly by David Marsh and Virginia Hinze.

8.6 HISTORIC LANDSCAPE PROJECT (HLP)

Tamsin McMillan, lead Historic Landscape Project Office (HLPO), reported the Trust had received a two-year grant from Historic England, to 2020. However, to achieve greater financial stability, the Trust would aim to: seek additional funding or external, paying audiences for the non-core conservation training packages; sell advertising space at the Historic Landscapes Assembly; generate income by delivering training to external organisations; and seek additional funding from the HLF, HE and others for projects.

Local and national networking events are offered to CGTs in the form of Regional Meet Ups and the national Historic Landscapes Assembly. Bookings for Meet Ups have increased significantly since they were launched in 2016, reflecting the appetite for CGT-led discussion days. This year, the number of Meet Ups was increased to five in total and the format has been changed to accommodate more in-depth and broader discussions.

The second Historic Landscapes Assembly was held in Birmingham in November. The event was successful, with an increase in attendees, including external organisations, which demonstrates the growing reputation and influence of the Gardens Trust in the sector.

A new three-part Planning Training package was launched in October 2016, which was very popular and proved to be a good way for CGTs to recruit new volunteers. The HLP Twitter account and Facebook page were merged recently with those of the Gardens Trust, to promote greater unity and avoid duplication. The HLP emailing list had grown significantly during the year.

During the year, over 200 CGT volunteers from 33 of the 37 CGTs attended HLP training and networking days, as well as 50 attendees from 26 external organisations.

8.7 STRATEGIC DEVELOPMENT

Linden Groves, Strategic Development Officer, emphasised the need for supporters, to reduce

draft Minutes

the reliance on a small team of volunteers. The first Chairs Meet Up, held in the Spring, discussed ways of increasing membership and a plan is being developed to achieve this. The Humphry Repton celebrations were very successful and placed the Gardens Trust in the centre of the sector.

The Gardens Trust was successful in obtaining a Heritage Lottery Fund grant of £99,500 to help pilot five activities to engage new audiences with historic parks and gardens and deliver skill sharing and training opportunities. The project, called **Sharing Repton: Historic Landscapes for All**, will run to the end of 2019. All the materials will be available on the online Resource Hub, for adaptation and use.

9. ANY OTHER BUSINESS

9.1 PARKS & GARDENS UK DATABASE UPDATE

Philip White, Chief Executive, Hestercombe Gardens Trust, gave an update on the Parks and Gardens UK Database (P&GUK). The database has recently been moved to a new platform and the new version will go live once testing has been completed. The new system is mobile friendly, allows for faster searching, has an intuitive interface, optimised for high resolution images, and can be adapted for new data types. The aim is to develop a system that is cheap to run but is financially self-sustaining.

In due course, CGTs will be invited to piggy-back their reporting, databases, image collections, planning histories and other material onto the P&GUK website, which will combine the benefits of a powerful search capacity with the possibility of controlled access and login for CGT members.

9.2 HISTORIC ENGLAND RESEARCH REPORT

Jenifer White drew attention to a leaflet on a new research report from Historic England, which draws on the 2016 Capability Brown Festival research to offer the first catalogue of Brown's plants. The report highlights the opportunities to develop the catalogue and the value of digitising plans to enable further study and research about Brown's landscaping work and his team. The report — *Capability Brown's Plans: A Reference Catalogue of Design Plans and Surveys drawn by Brown or his office (c.1750-83)* — is free to download from the Historic England website.

10. 6th GILLY DRUMMOND AWARD FOR THE VOLUNTEER OF THE YEAR

Steffie Shields introduced the Award for Volunteer of the Year. The Panel of Judges comprised: Steffie Shields (Chair); Dr Patrick Eyres and Maureen Nolan.

The nominees put forward were:

- Sally Bate (Norfolk Gardens Trust);
- Jane Patton (Hereford & Worcester Gardens Trust);
- Jill Plater (Essex Gardens Trust), and
- Susan Paul (Suffolk Gardens Trust).

The judging Panel commended the nominees for volunteering hours of service to: gardens conservation and planning; promoting their Trust events; and supporting fellow members generously. The panel members found it difficult to choose one winner and agreed that two nominees would be joint winners for their long and loyal service to their CGT, particularly in the fields of research and publishing.

The Award was presented to Sally Bate and Jill Plater.

11. PRESENTATION TO MIKE DAWSON

The Chairman presented Mike Dawson with a token of the Gardens Trust's deep appreciation of his hard work in the period leading up to the merger, and following the merger, as Chair of the Administration and Finance Committee. In the three years since the merger, he had put in place many of the Trust's practices and procedures.

12. CLOSING REMARKS

The Chairman presented Closing Remarks from Dominic Cole, President, who was not able to attend the meeting. The President thanked Virginia Hinze for organising the Conference and for her commitment to organising events around the country. Thanks were also extended to James Bartos, Committee Chairs and members, Trustees and staff.

The President stated that the conservation and outreach work builds on the working relationship with CGTs, underpinned by the Historic Landscape Project and the toolkit on the website. Linden Groves, Historic England and Jenifer White were thanked for the Repton year initiatives and celebrations.

The President further stated there had been a good response from volunteers identifying sites for consideration for the Mid- to Late-20th Century

draft Minutes & Reference and Administrative Details of the Charity

Landscapes project and Karen Fitzsimon and Barbara Simms were thanked for their work on this.

David Marsh, Patrick Eyres and Charles Boot were thanked for their contributions, and all attendees.

There being no further business, the meeting was closed.

Note: Reports can also be found on our website: www.thegardenstrust.org

Reference and Administrative Details of the Charity

for the year ended 31st December 2018

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

Simon Baynes

*ex-officio**

Chloe Bennett *ex-officio* *, appointed 1.9.2018

Michael Dawson retired 1.9.2018

Sarah Dickinson

Dr Marion Harney re-elected 1.9.2018

Virginia Hinze re-elected 1.9.2018

Peter Hughes QC elected 1.9.2018

Dr Sally Jeffery re-elected 1.9.2018

David Lambert re-elected 1.9.2018

Dr David Marsh

Maureen Nolan

Judy Riley *ex-officio**, retired 1.9.2018

Peter Waine

Elizabeth Watson

* 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 31st December 2018

The Board of Directors (who are also Trustees of the Charity for the purposes of the Charity Commission) present their Annual Report together with the Financial Statements of The Gardens Trust ("the Charity") for the year ended 31 December 2018.

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

Report of the Board of Directors

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 Association, the Trust's Business Plan, the Risk Register, Trust policy documents, Minutes of previous Board meetings and Charity Commission advice on the duties 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; and Education 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 2018, the Trust employed two administrators and a Strategic Development Officer, all reporting to the Chair of the Administration and Finance Committee; two conservation staff who reported to the Chair of the Conservation Committee; and two Historic Landscape Project Officers, who reported to the Vice Chair of the Conservation Committee. All staff are employed part-time.

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

The third full year for the Gardens Trust, 2018, was again a very productive year and one in which we both consolidated existing activities and expanded our activities and profile in all areas. Importantly, as in 2017, we again 'lived within our means', one of our main goals, again achieving a small surplus before net gains/(losses) on investments. This continues to demonstrate financial stability in the pursuit of our charitable objectives.

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. The number of both GT and CGT responses to planning applications continued to show impressive increases, as detailed in the Conservation Committee report below. Our Conservation Committee and staff had a very active involvement with a number of key sites and a number of notable successes. We also, in partnership with other heritage organisations, continued to campaign actively for the future of public parks.

The Trust continued to support excellence in research and in the dissemination of research and ideas through its Journal and Newsletter and through a very active programme of research symposia, lectures, conferences and visits, some

undertaken with partnering organisations, such as the Garden Museum or a partnering CGT. Lectures were held in London, Bath and Birmingham and our annual New Research Symposium, showcasing new research, was again held as part of the AGM conference weekend, in Birmingham. Sold-out foreign trips visited Japan and Denmark. We continued to run courses in garden history through our Grapevine initiative. The Gardens Trust also began hosting a weekly blog on garden history, written by David Marsh, thegardenstrust.blog

Our training and outreach programme to CGTs, the Historic Landscape Project (HLP), continued its excellent work through the year with numerous CGT meet-ups; the annual Assembly amongst the GT, CGTs and multiple other heritage organisations, held this year in York; research training days; one-on-one support of CGTs; and the provision of training and guidance materials. The HLP has also helped raise the Trust's profile through participation in various external events. We also, by request, started to become involved in externally funded training programmes to train local volunteers in relation to specific landscape conservation projects, demonstrating that the Gardens Trust is seen as a trusted and valued training partner.

As part of an initiative to continue to have closer relationships with the CGTs, we hosted for the first time in 2018 a Meet Up between the CGT Chairs and the Trust's Board, held in the pleasant environs of the Garden Museum. There was general agreement that this was a very productive meeting, and it has now become part of the Trust's annual calendar.

As I have written before, we have a strategic and financial imperative to increase individual membership, which has showed a steady decline, both as a Garden History Society membership and now as a Gardens Trust membership. As a first step in conducting a membership drive, we undertook an on-line membership survey in 2018 that had an excellent take-up. Further steps in our membership drive will be actively pursued in 2019.

Following on from her leadership of our **Celebrating Repton** year, where the Trust acted as a lynch-pin for activities involving Repton nationally, our Strategic Development Officer, Linden Groves, successfully applied for a significant HLF grant to fund a **Sharing Repton** project. This project involves pilot projects over

a two-year period across the country. The pilot projects are designed to attract new audiences to historic parks and gardens and to teach us how to reach new volunteers and supporters, as well as in the process developing learning and materials that can be repeated in the future.

We have embarked on what we expect will be another very active and financially sound year for the Gardens Trust and one in which the Trust's national profile will continue to become ever more prominent.

Dr James Bartos
Chairman

ADMINISTRATION AND FINANCE COMMITTEE

In September 2018, Lisa Watson, Honorary Treasurer, assumed the Chair of the Administration and Finance Committee, and Peter Hughes, elected as a Director of the GT, joined the Committee, when Mike Dawson stood down at the AGM on 1st September.

The "Admin & Finance" group is supported by three staff members - both Louise Cooper and Teresa Forey-Harrison have continued their main responsibilities: Lou - the Gardens Trust Administrator, for organising and co-ordinating the Governance and Administration of the Trust, and Teresa - Finance Officer and CGT Co-ordinator, for organising and co-ordinating the financial arrangements of the Trust and providing administrative support to CGT members. In addition, Linden Groves as Strategic Development Officer, helps pursue forward development, fundraising and promotions for the Trust and the Historic Landscape Project, and Communications, working across the Trust with Susannah Charlton, Communications Adviser.

Linden was responsible for organising the **Celebrating Repton** Festival during the year and the follow-up **Sharing Repton** project, grant aided by HLF, which was also progressed in 2018.

A Communications Strategy and website development have been among Susannah Charlton's contributions since her appointment during the year. A Membership Survey was carried out in September 2018, and there is now a regular monthly e-Newsletter (in addition to our published **GT news**, published three times a year).

A review of insurance arrangements for the Gardens Trust and CGTs was carried out and new arrangements put in place; and arrangements for

Report of the Board of Directors

the archiving of our historic books and records were begun. Work continued to review Risks, Health and Safety, the Business Plan, Skills Audit and Assets. A potato starch wrapper replaced the plastic outer used for our postal mailings in November coinciding with the first paid advertisements placed in the *GT news 9*.

Membership services were reviewed and criteria for the Volunteer of the Year Award were revised.

Total individual membership was 1094 at the end of December 2018. Total membership of County Gardens Trusts stood at 7588 at December 2018; membership of the Welsh Historic Gardens Trust — affiliated to the Gardens Trust — was 928.

We are grateful to Alan Baxter and Coombs, our landlords, for their ongoing support.

Lisa Watson, Chair

CONSERVATION COMMITTEE

Two key elements of the work co-ordinated and assisted by the Conservation Committee are the Conservation Casework undertaken by our Conservation Officer, Margie Hoffnung and Conservation Casework Manager, Alison Allighan and secondly, the educational support and outreach programme run by our Senior Historic Landscape Project Officer (HLPO), Tamsin McMillan and assisted by Margie. Both elements complement each other and are essential to the Gardens Trust (GT) fulfilling its duties as a statutory consultee. Our report reflects on the work and commitment of both of these teams and also that of the extended arm of the County Gardens Trust (CGT) volunteers who continue to monitor and respond to planning applications and facilitate this essential work of the GT.

The total number of consultations received for the calendar year **2018** (in bold), (2017 figures in brackets for comparison) comprising all planning applications, pre-applications, Historic England consultations, Local Plans, National Policy, Neighbourhood Plans and General Correspondence for England was **1843** (1692) and for Wales **41** (35).

Of these **1049** (1082) were statutory consultations for England. Responses (to all types of consultations) were as follows:

- GT written responses submitted **103** (83); CGT written responses **285** (215);
- GT no comments submitted **390** (355); CGT no comments **120** (80), an overall increase of 165 responses compared with 2017.

It is extremely important that these trends are monitored and analysed. As an Amenity Society with a statutory right to respond to Consultations, we continue to illustrate our growing effectiveness in reactive response and commend the willingness and expertise throughout the CGTs to facilitate and most expertly conduct this work in partnership with our conservation team.

The Historic Landscape Project (HLP) team continues to support this work through its education programme. Introducing volunteers to the planning process and providing in-depth training and support to enable them to respond confidently to planning applications remains a core activity for the GT.

As the figures illustrate, this collaborative effort has continued a trend in jointly responding to many more applications year-on-year. The GT has increased the hours worked by the Conservation Officer and we continue to review how the CGT regional network can be comprehensibly supported.

Central to the data collection and analysis is the Casework Log. With the help of the HLP, the Casework Manager has continued an exercise of demonstrating to the CGTs how this works both at the National Assembly in York in November and at a dedicated Log Training Day for the south-west, held in Gloucestershire. In total 15 CGTs, i.e. approximately 28 individuals who work with the GT on planning consultations, are now able to access the Log and most appear to welcome the ability to be able to consult this resource for its planning data content.

The GT is still not receiving all the consultations that it should. A report undertaken on behalf of Historic England (HE) earlier in the year suggests a 52% non-consultation rate, i.e. where the GT is not being consulted when it should be, and reinforcing the impression that the obligation to consult the GT is substantially less well understood by local government as a statutory consultee than it is with Historic England.

The need to extend our reach to local planning authorities (LPAs) and their officers is key. Margie Hoffnung in her role as Conservation Officer spoke to approximately 50 planning/conservation/heritage officers from Hereford & Worcestershire planning authorities at a Planning Day arranged by Hereford & Worcester GT, an event that we would like to replicate across other counties. Margie also regularly attends SW HEF meetings (others are attended by Tamsin when accessible) and the HLP continue to

place planning training at the top of their agenda as they outreach to the wider heritage sector (discussed in more detail in the HLP report).

In 2016, we published a GT Planning Leaflet, *The Planning System in England and the Protection of Historic Parks and Gardens: Guidance for Local Planning Authorities*. In July 2018, a new NPPF was published and the consequential changes to paragraph references give us the opportunity to relaunch our guidance with a fresh initiative to engage with planning authorities.

With a view to analysing and understanding how we can further improve our connection with the planning authorities we are now working with the UCL Institute for Sustainable Heritage who introduced the historic landscape into its MSc programme last year. Linden Groves, the GT Strategic Development Officer, spoke on the GT, its role, the planning system and conservation and it was suggested that an MSc student might undertake a dissertation topic which looked at the impact of heritage consultations on planning applications. We look forward to sharing this analysis of outcomes.

We can, of course, share the very tangible outcomes in a handful of key cases over the year. When local residents notified the GT of concern that existing Park Road Allotments and the Grade I listed Syon Park in the London Borough of Hounslow were under threat from a proposed development of eight blocks of flats and a house within the park, Kate Harwood, a member of the Conservation Committee with knowledge of this important historic landscape, submitted an objection on behalf of the GT and subsequently spoke at the planning committee meeting. The outcome was that planning permission was refused.

In Bristol, the Gardens Trust and Avon GT joined the King's Weston Action Group and local residents in successfully opposing a potentially damaging installation of 77 shipping containers with associated fencing as a self-storage business adjacent to the King's Weston Grade II Registered park. The land is now in the safe hands of a sympathetic owner.

Our Conservation Officer has also been working with Surrey GT and Painshill Trust, to counter the threat from the proposed widening of the A3 where it meets the M25 on the edge of the registered park. When it became evident that the Heritage Statement prepared for Highways England relied on information which predated the internationally celebrated restoration of this Grade I landscape

and that there had been no site visits, the robust response from the GT and lobbying by the head of the Painshill Trust has resulted in a revised scheme with which all interested parties are now working to a more satisfactory conclusion.

Not such good news for Newark Park, Gloucestershire, where our Conservation Officer advised the National Trust at a pre-planning application meeting that their proposed location for a new children's playground was extremely inappropriate and suggested alternative solutions. Subsequently the GT discovered that the application had been submitted and permission granted without any consultation from the LPA.

A reflection of the excellent work and ambassadorial role of our Conservation Officer has been the approach and subsequent *pro-bono* legal support of Travers Smith in relation to our work as a statutory consultee. This is a huge benefit to the Conservation Committee as it supports a third key element of its work in overseeing and assessing the impact of national heritage policy on the historic designed landscape, and more generally supports the GT's conservation and planning work.

The GT was one of the founding organisations of the **Parks Charter** in 2018, as we continue to campaign for the future of public parks. David Lambert, a Trustee of the GT and member of the Conservation Committee, said *'Our heritage of public parks is a national treasure but, as a discretionary service, parks remain first in line for budget cuts. Eight years of austerity have seen disastrous reductions in staffing and maintenance. We need central government to recognise the scale of the problem and the risk to health it poses, with all the consequent human and financial cost.'* Other groups who are involved include The Parks Alliance, Fields in Trust, Greenspace Scotland, Keep Britain Tidy and the National Federations of Parks and Green Spaces.

In September 2018, a **Save our Parks** campaign was launched by the *Mail on Sunday*. HLF (now the National Lottery Heritage Fund) and the National Trust have launched a new strategic grant programme, the Future Parks Accelerator, with £10m over two years for 8 projects to address the crisis in funding. In February the Government announced that Councils would benefit from more than £13m funding for rejuvenating and creating green spaces, including £2.75m for the Pocket Parks Plus programme, and £1.2m for that Parks Accelerator project. However, this is a capital programme only

Report of the Board of Directors

and has been distributed to local authorities on a per-capita basis, which amounts to no more than a few tens of thousands per authority. When spread across the whole country's 27,000-odd parks it will do nothing to address the impact of nearly a decade of austerity.

Finally, despite a huge response to our appeal for GT and CGT members who are also NT members to vote for the GT to remain a member of the National Trust Council (over 18,000 votes were received) we have not been retained. This is a very sad outcome. We will continue to converse at every level and have been invited to meet with the NT Head of Conservation bi-annually. As we indicated last year, we will all need to remain highly vigilant to observe and share concerns regarding the 250 historic landscapes within the National Trust portfolio.

Dr Marion Harney, Chair,

EDUCATION AND EVENTS COMMITTEE

2018 was the first full working year of the new Events and Education Committee, chaired jointly by David Marsh and Virginia Hinze and we're pleased to report that it's working very productively to improve offers to members and to raise funds for vital GT conservation and campaigning work — this year we achieved c£10k!

The year's diverse events programme began with the winter lecture series; a highlight was Professor Stephen Daniels' talk on Repton's *'Approaches to the Art of Landscape Gardening'* delivered in both London and, as a first for the GT, in Bath, as a contribution to the GT's Repton celebrations. Additional topics included Shirley Evans on William Andrews Nesfield; Susan Campbell on Queen Victoria's Kitchen Garden at Windsor and Maria Luczak on Lord Leverhulme and Thomas Mawson's Rivington Terraced Gardens, the last also offered as one of our Birmingham lectures.

Two further contributions to the **Celebrating Repton** year were, firstly, a sold-out weekend conference in June, *'The Prophet in his own Country'*, organised with the Norfolk GT (our great thanks to Karen Moore). Three private Repton sites opened their doors, libraries and, in two cases, their Red Books to us, accompanied by talks from Professor Tom Williamson, Dr Jon Finch and Dominic Cole. The second, *'Some Surprising Things about Humphry Repton'* was a joint Symposium with the Garden Museum (thanks, yet again, to

Director Christopher Woodward) and focussed on new research by County Gardens Trusts members. Organised brilliantly by Kate Harwood and David Foreman it was a huge success — especially the vocal contribution from Toby Parker's Haileybury School singers performing Repton glees. The day's proceedings were filmed and released on YouTube where we hope a new audience might find and explore them!

Three one-day visits included Rivington Terraced Gardens guided expertly by Elaine Taylor (Lancashire GT), a private visit enabled by the Landmark Trust to the surviving mid-C18 gardens of Halswell House and, in East Lothian, Scotland, the Lost Gardens of Yester.

Three highly enjoyable and sold-out tours abroad contributed exceptionally generous donations: Kristina Taylor led a tour of Japan's gardens and architecture, based in Osaka but visiting Hiroshima and beyond; Robert Peel's party to Denmark included Copenhagen and Zealand — in temperatures reaching 30 degrees — but also Romantic, Renaissance and contemporary gardens on the islands of Funen and Fyn. In August, Doreen Wilson led a tour to a wide range of private and National Trust gardens and estates, including the iconic Mount Stewart, looking as perfect in August as at rhododendron time. The GT extends its gratitude to Kristina, Robert and Doreen for their time, knowledge and generosity.

The Annual Conference and AGM in Birmingham, based at the University, looked at the Victorian, early-C20 and C21 development of the City and campus, and its association with the Chamberlain family. Excellent garden and social historians prepared delegates for visits to Winterbourne House and Gardens and Highbury, the Chamberlain family estate. Dr Patrick Eyres declared the 2018 New Research Symposium as the best in its eight year history.

The Gardens Trust continues its association with the garden history conference held with Oxford University's Department for Continuing Education at Rewley House. This year's *'Wonders and Marvels: Water, the intellect and science in the C17 British Garden'* was also sold out.

The 14th Annual Mavis Batey Essay Prize attracted a strong field of entries and was won by Goh Ngee Chae Joshua, a student in the history department of the National University of Singapore, for an essay on the development of a

national gardening style in Singapore. It has been published in *Garden History*.

There was a special issue of *Garden History* covering the proceedings of the Edward Kemp symposium held in October 2017. This is freely available on-line via our website. We are grateful to Historic England for their grant to underwrite the cost.

Our **Grapevine** initiative has continued, with courses running at the Institute of Historical Research in London and at Winterbourne Gardens at the University of Birmingham. We had some setbacks with courses having to be cancelled because of poor marketing, (usually by the partner venue or organisation), but we are continuing discussions with others and hope for better progress next year.

We now have a weekly blog, covering any and every aspect of garden history. It has been running for five years and used to be hosted by Parks and Gardens UK but has been rebranded as **thegardenstrust.blog**. Written by David Marsh it comes out in time for breakfast every Saturday morning and is easy to sign up for so that it drops effortlessly into your email in-box. In 2018 it had 73,738 hits from 22,670 visitors. By the end of 2018 there were over 250 mini-essays on subjects ranging from the history of Carters Seeds, Repton, Wheelbarrows and Night Soil to the painter Beatrice Parsons, the Yokohama Nursery Company, Harry Wheatcroft and one on the history of carrots. There are also many on individual gardens.

GT news had begun carrying adverts to help cover production cost. Our mailings have also switched away from using a plastic wrapper to a compostable one made from potato starch. We have also started a monthly **e-news** which allows you to keep up to date with what's going on at the Trust. If you're not already receiving it, then do sign up via the GT website.

Virginia Hinze and Dr David Marsh, co-Chairs

HISTORIC LANDSCAPE PROJECT (HLP)

We are delighted that ongoing funding from Historic England has allowed the HLP to continue providing much needed support to hard-working County Gardens Trusts (CGTs) volunteers around the country, in the form of networking and training days; one-to-one assistance; and helping to spread the CGTs' message across the rest of the historic designed landscape sector.

Our networking events comprise regional Members' Meet Ups — discussion days at which CGTs can share news and ideas and work through issues; and an annual, national networking day, the Historic Landscapes Assembly, which brings together CGT and GT members and representatives from external landscape heritage organisations. In addition, the HLP helped to run the first annual Meet Up for CGT Chairs, held in March at the Garden Museum, Lambeth, and attended by 26 out of 37 CGTs.

The Meet Up agenda was altered in 2018, adding a new 'outreach' section, alongside conservation and research; and accommodating more, and broader, CGT discussion. Meet Ups in Cambridgeshire, Dorset, Warwickshire and Newcastle attracted a total of 70 volunteers from 22 CGTs.

This year's Assembly, at York's magnificent, C14th Hospitium, was successful in terms of variety of attendees, networking opportunities, and quality of speakers and venue. The high number of external organisations (23, cf. 21 last year), reflects the Assembly's growing reputation in the sector. Kim Wilkie was an inspirational key speaker and we were very pleased that our other presentations included two from organisations which have not previously spoken at Gardens Trust events.

In addition to our usual networking events, the HLP has been building relationships with external organisations, which share some of the HLP and GT's conservation aims:

- Philip White, Director of Parks and Gardens UK, spoke at the Assembly and Dorset Meet Up. The HLP's proposal to train CGTs to use the new database will be undertaken when P&GUK funds allow.
- The HLP has been liaising with the Woodland Trust's Conservation Advisors to discuss potential joint training initiatives. Saul Herbert addressed delegates at the Assembly and Nicole Hillier, Campaigner for Ancient Woodland, came to the Grantham Meet Up in early 2019.
- Dave Morris, Chair of the National Federation of Parks and Green Spaces, spoke at the Assembly and the HLP subsequently helped to facilitate a Memorandum of Understanding between the GT and NFPGS.

The HLP has also helped to raise the profile of the CGTs and their conservation work at a number

Report of the Board of Directors

of external engagements, including:

- Delivering training on Sustainable Strategies: Managed Parks and Gardens to 20 UK and international students on UCL's Built Environment: Sustainable Heritage MSc.
- A presentation on the GT's role in protecting and conserving HPGs to the Heritage Trust Network's London conference on Enterprise and Social Purpose.
- Manning the GT's stand at the annual Historic Buildings, Parks and Gardens Event in November, at the Queen Elizabeth II Conference Centre, Westminster.
- At a wonderfully ambitious and successful planning day arranged by Hereford & Worcestershire GT, the HLP gave talks on the GT's statutory work, the role of CGTs, and legislation and policy, to about 50 planning/conservation officers from Hereford & Worcestershire. The Mail on Sunday reported on some of this in its Save Our Parks campaign.

The Gardens Trust's forward-looking, HLF-funded **Sharing Repton** campaign has been promoted by the HLP at all of our networking events, with presentations at the Assembly and three Meet Ups by the Strategic Development Officer and those running the pilot activities. We're keen to encourage CGTs to repeat these activities, as an easily achievable way of broadening their membership and sharing the delights of historic parks and gardens with a wider demographic.

- HLP training days in 2018 have covered:
- The Public Parks Crisis: in April, at Abington Park, Northampton. 30 attendees from ten CGTs and five external organisations were terrified into action by speakers including David Lambert and Katy-Layton Jones, who described the background and current state of the crisis.
 - In June, Part 3 of our Planning Training package was delivered in Gloucestershire to 19 attendees from eight CGTs. Speakers including Victoria Thomson, Chris Gallagher and Kate Harwood took us through planning policy detail and provided attendees with all the tools needed to fight unsuitable applications. Our planning training package in the West Country has produced three new planning volunteers for Gloucestershire and two research volunteers for Wiltshire. We're moving this training around the country, and will be delivering parts 1 and 2 in Yorkshire, in March and June 2019.

- With the Conservation Casework Manager, we have demonstrated use of the GT's new online planning Casework Log to 28 CGT planning volunteers, from 15 CGTs, at Meet Ups and at a training day in Gloucestershire. The CGTs appear to welcome access to this additional resource.
- We were delighted to be approached by an externally-funded training project which has the potential to boost CGT membership and capacity: Starting in Autumn 2019, the HLP will work with the Land of the Fanns Landscape Partnership to train local volunteers in London and Essex to read historic landscapes and write statements of significance. These volunteers will go on to survey other sites in the area.

It's been an action-packed and really rewarding year, during which we're so pleased to have been able to help volunteers from 32 of the 37 CGTs at our events or via one-to-one contact. We continue to move our events around the country in order to reach as many CGTs as possible, supporting them in their crucial work to conserve, celebrate and share historic designed landscapes.

Tamsin McMillan
Historic Landscape Project Officer

STRATEGIC DEVELOPMENT

This has been an incredibly busy and exciting time. We have benefitted immensely from now having a freelance Communications Adviser, Susannah Charlton.

Susannah and I worked together on the membership survey, which went out to Gardens Trust members in Autumn 2018. Sincere thanks to everyone who contributed, as the results are proving very helpful in steering our future direction. In particular, the survey showed a desire for the GT to improve communications, and to make better sense of the relationship between itself and the County Gardens Trusts.

Accordingly, Susannah has been helping us to improve external communications so that we now have a better-functioning website, monthly **e-news**, and blog (both of which can be subscribed to via thegardenstrust.org). Susannah has also helped us to streamline our social media, so that we now have staff time allocated to running our Twitter and Facebook accounts. We appreciate that there are still improvements to be made — watch this space!

As we move through 2019, we will also be

working hard to improve connections between the GT and CGTs. A critical step in this was to hold a Chairs and Board Meet Up in Spring 2018, to which the Chair of each CGT and the GT Board were invited. This was immensely well-received and productive, and will now become an annual fixture.

Personally, I have been very proud of seeing our **Celebrating Repton** initiative grow wings and soar — we instigated and acted as lynch-pin for the 2018 bicentenary celebrations of Humphry Repton, providing a logo, website, social media, events calendar, networking opportunities and encouragement to anyone interested in getting involved. The year saw some 200 organisations, sites and individuals organising activities, and has cemented our position in the sector.

Perhaps of even more significance for our future

strategic development was the £99,500 grant from the Heritage Lottery Fund (now National Lottery Heritage Fund) for a sister project called **Sharing Repton: Historic Landscapes for All**. This is an audience development project to pilot five activities designed to attract new audiences to historic parks and gardens, and then share the learning and materials so that they can be repeated in future. The project went swimmingly in 2018 and will continue to the end of 2019 — I am optimistic that it will prove a turning point in our ability to grow beyond our traditional audience to seek new volunteer supporters. Details at:

thegardenstrust.org/campaigns/sharing-repton/

Linden Groves,
Strategic Development Officer

Financial Review

for the year ended 31st December 2018

In 2018, its third full year of existence, the Gardens Trust again achieved a small surplus of £1,131 before investment gains/(losses). A small surplus of £1,032 before investment gains/(losses) was also achieved in 2017, demonstrating that the Gardens Trust is currently 'living within its means', with income covering its expenses before investment gains/(losses) that are affected by market movements reflected at year-end and beyond the control of the Trust.

With respect to income, Subscriptions and Donations were slightly lower in 2018, £65,266 as compared with £67,535 in 2017, reflecting a flat level of subscription income and slightly lower one-off donations.

Our main statutory and capacity building grants from Historic England increased by £4,830 in 2018 to £107,385 from £102,555 in 2017, which was due to the phasing of the draw down of funds across the financial years. We had special project grants from Historic England supporting specific publications and research of £16,960 in 2018, matched by a corresponding amount of expense. Also in 2018 we had the first part of a Heritage Lottery Fund grant of £37,693 to support our **Sharing Repton** project, with again a corresponding amount of expense. (See Review of Activities: Strategic Development for a description

of the **Sharing Repton** project.) In 2017 Income benefitted from a £6,800 grant for Capability Brown and also £9,950 for **Celebrating Repton** again with a corresponding amount of expense in that year, the latter spread across several expense categories.

Publications income, consisting of sales of back issues, income from JSTOR and royalties, declined by £809 to £5,592 from £6,401 in 2017. Investment income remained relatively flat at £14,469 in 2018 as compared to £14,111 in 2017.

Events income and expense rise and fall together, depending on the nature and quantity of events during the year. Net Events income (revenues minus expense) fell slightly in 2018 to £10,172 from £11,958 in 2017. The earlier year benefitted from particularly successful conferences on the 20th century and on Chinese gardens.

Excluding Events and one-off projects, Income increased by £1,388 to £192,937 from £191,549 in 2017, due to the factors mentioned above.

Within Expenditure, Wages and salaries declined by £6,848 to £117,241 from £124,089 in 2017 due principally to part of the **Celebrating Repton** grant from Historic England in 2017 being included in salaries and not shown as a separate project. National insurance declined by a proportionate decrease to £6,692 from £7,036 in

Financial Review

2017. Printing and distribution expense declined by £2,565 to £19,993 in 2018 from £22,558 in 2017 due to greater efficiencies in the number of copies ordered. The expense of membership servicing of £8,899 was flat with 2017. Office management costs increased by £4,405 to £17,114 from £12,709 in 2017, principally due to the engagement of a Communications Adviser in 2018, accounting for £3,870 of the increase. Office support costs decreased by £2,852 to £13,888, compared to £16,740 in 2017, principally due to a website development cost of £5,762 in 2017 that was not repeated in 2018, partly off-set by minor increases across a number of categories.

As a result of the above factors, Expenditure, excluding Events and one-off projects, declined by £10,447 to £201,978 from £212,425 in 2017.

In 2018, total Income excluding Events and one-off projects of £192,937 plus net Events income of £10,172 exceeded total Expenditure excluding Events and one-off projects, giving rise to the surplus before investment gains/(losses) of £1,131 mentioned above. Income and expenditure for one-off projects matched each other.

On the Balance Sheet, Investments decreased by £6,866 to £388,188 at year-end 2018 from £395,054 at year-end 2017, due to a sharp decline in market values at year-end, partly off-set by investment income received during the year. 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 increased substantially at year-end 2018 to £93,005 compared to £62,841 at year-end 2017 due to an early payment by Historic England of 2019 grant amounts in 2018. For the same reason, Creditors falling due in one year showed a concomitant increase from £52,441 at year-end 2017 to £90,592 at year-end 2018, again reflecting payments for 2019 made in 2018 by Historic England. Total Funds decreased to £461,657 at year-end 2018 from £481,155 at year-end 2017, reflecting Net Expenditure after loss on investments of £19,498.

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 11th June 2019 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 31st December 2018.

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

Date: 11th June 2019

Statement of Financial Activities

for the year ended 31st December 2018

	Unrestricted Funds £	Restricted Funds £	2018 Total Funds £	2017 Total Funds £
INCOME AND ENDOWMENTS FROM				
Subscriptions and donations	65,266	-	65,266	67,535
Charitable activities				
Grants receivable	-	-	-	-
Historic England	-	107,385	107,385	102,555
Historic England Projects	-	16,960	16,960	9,950
Heritage Lottery Fund - Repton	-	37,693	37,693	-
Publications	5,592	-	5,592	6,401
'Capability' Brown	-	-	-	6,800
Other trading activities				
Advertising	225	-	225	947
Events	21,590	-	21,590	69,909
Investment income	14,469	-	14,469	14,111
Total	<u>107,142</u>	<u>162,038</u>	<u>269,180</u>	<u>278,208</u>
EXPENDITURE ON				
Raising funds	3,495	-	3,495	3,441
Charitable activities				
Events	11,418	-	11,418	57,951
Wages and salaries	34,770	82,471	117,241	124,089
National insurance	1,984	4,708	6,692	7,036
Printing and distribution	19,993	-	19,993	22,558
Membership	8,899	-	8,899	8,998
Office management costs	17,114	-	17,114	12,709
Other support costs	11,849	2,039	13,888	16,740
Historic England	-	14,656	14,656	16,854
Historic England Projects	-	16,960	16,960	-
Heritage Lottery Fund - Repton	-	37,693	37,693	-
Capability Brown	-	-	-	6,800
Total	<u>109,522</u>	<u>158,527</u>	<u>268,049</u>	<u>277,176</u>
Net income / (expenditure) before gains and losses	(2,380)	3,511	1,131	1,032
Net gains/(losses) on investments	<u>(20,629)</u>	-	<u>(20,629)</u>	<u>10,334</u>
NET INCOME/(EXPENDITURE)	(23,009)	3,511	(19,498)	11,366
RECONCILIATION OF FUNDS				
Total funds brought forward	<u>479,584</u>	<u>1,571</u>	<u>481,155</u>	<u>469,789</u>
TOTAL FUNDS CARRIED FORWARD	<u><u>456,575</u></u>	<u><u>5,082</u></u>	<u><u>461,657</u></u>	<u><u>481,155</u></u>

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

Balance Sheet

at 31st December 2018

	Unrestricted Funds £	Restricted Funds £	2018 Total Funds £	2017 Total Funds £
FIXED ASSETS				
Tangible assets	63,775	-	63,775	63,795
Investments	<u>388,188</u>	<u>-</u>	<u>388,188</u>	<u>395,054</u>
	451,963	-	451,963	458,849
CURRENT ASSETS				
Debtors	7,771	-	7,771	12,606
Cash at bank and in hand	<u>87,923</u>	<u>5,082</u>	<u>93,005</u>	<u>62,841</u>
	95,694	5,082	100,776	75,447
CREDITORS				
Amounts falling due within one year	<u>(90,592)</u>	<u>-</u>	<u>(90,592)</u>	<u>(52,441)</u>
NET CURRENT ASSETS	<u>5,102</u>	<u>5,082</u>	<u>10,184</u>	<u>23,006</u>
TOTAL ASSETS LESS CURRENT LIABILITIES	457,065	5,082	462,147	481,855
CREDITORS				
Amounts falling due after more than one year	<u>(490)</u>	<u>-</u>	<u>(490)</u>	<u>(700)</u>
NET ASSETS	<u>457,575</u>	<u>5,082</u>	<u>461,657</u>	<u>481,155</u>
FUNDS				
Unrestricted			456,575	479,584
Restricted Funds			<u>5,082</u>	<u>1,571</u>
TOTAL FUNDS			<u>461,657</u>	<u>481,155</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2018.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 December 2018 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 11th June 2019 and were signed on its behalf by:

Dr James Bartos, Chairman

Detailed Statement of Financial Activities

for the year ended 31st December 2018

	2018 £	2017 £
INCOME AND ENDOWMENTS		
Donations, Subscriptions and Legacies		
Donations	2,598	4,445
Subscriptions	61,228	61,455
CGT Insurance Surplus	1,440	1,635
	<u>65,266</u>	<u>67,535</u>
Other Trading Activities		
Advertising	225	947
Events	21,590	69,909
	<u>21,815</u>	<u>70,856</u>
Investment income		
Dividends from Investments	14,038	13,933
Interest receivable on liquid investments	431	178
	<u>14,469</u>	<u>14,111</u>
Charitable activities		
Publications	5,592	6,401
Grants receivable	162,038	119,305
	<u>167,630</u>	<u>125,706</u>
Total incoming resources	<u>269,180</u>	<u>278,208</u>
EXPENDITURE		
Investment management costs		
Investment management fees	3,495	3,441
Charitable activities		
Wages and salaries	117,241	124,089
National insurance	6,692	7,036
Events	11,418	57,951
Printing and distribution	19,993	22,558
Membership	8,899	8,998
'Capability' Brown	-	6,800
Historic Landscape	14,656	16,854
Historic England Projects	16,960	-
Historic Lottery Fund - Repton	37,693	-
	<u>233,552</u>	<u>244,286</u>
Support Costs		
Management		
Office Costs	17,114	12,709
	<u>17,114</u>	<u>12,709</u>

(continues opposite)

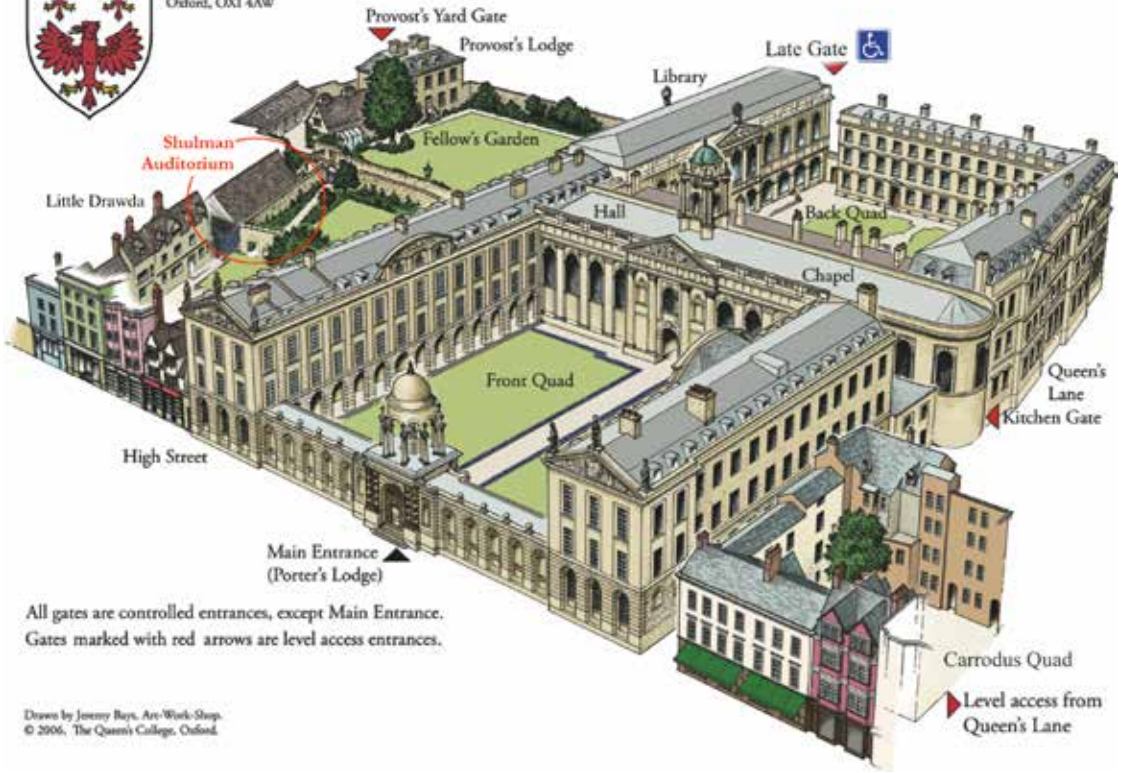
Detailed Statement of Financial Activities (cont'd)

for the year ended 31st December 2018

	2018	2017
	£	£
Other		
Conservation, travel and subsistence	2,039	1,226
Office and Trustees' travel and subsistence	2,186	1,895
Postage and stationery	3,644	2,272
Legal fees	1,763	691
Bookkeeping	636	1,267
Independent Examiner	3,600	3,600
Website development	-	5,762
Depreciation of tangible fixed assets	20	27
	<u>13,888</u>	<u>16,740</u>
Total resources expended	<u>268,049</u>	<u>277,176</u>
Net income before gains and losses	<u>1,131</u>	<u>1,032</u>
Realised and unrealised gains and losses		
Realised gains/(losses) on fixed asset investments	1,155	(1,924)
Unrealised gains/losses on revaluations of fixed assets investments	<u>(21,784)</u>	<u>12,258</u>
Net income	<u>(19,498)</u>	<u>11,366</u>

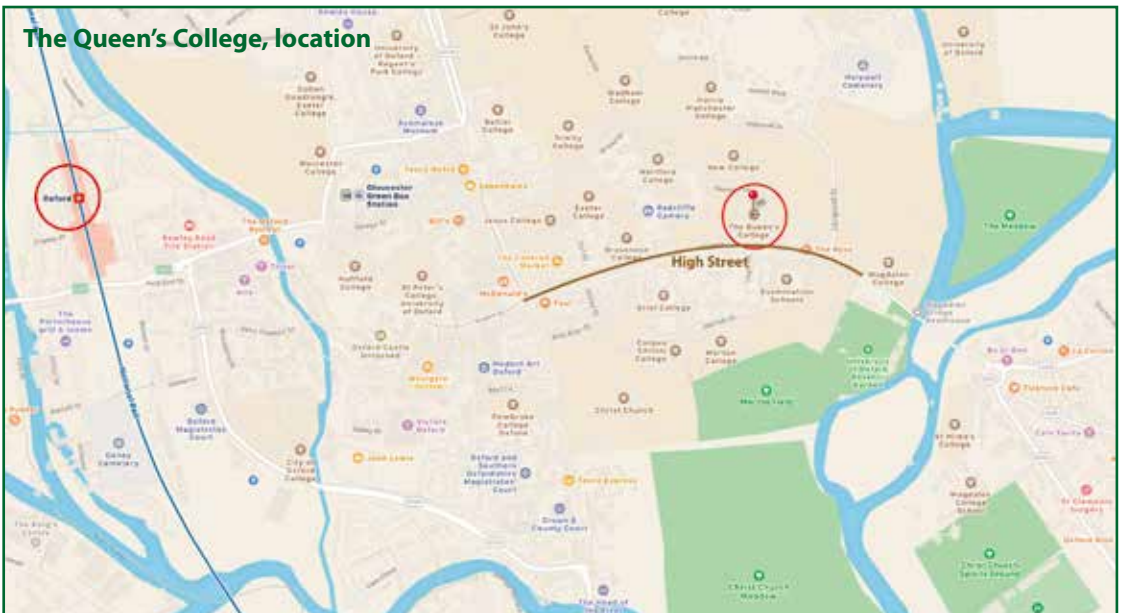


The Queen's College
Oxford, OX1 4AW



All gates are controlled entrances, except Main Entrance.
Gates marked with red arrows are level access entrances.

Drawn by Jeremy Reynolds, Art-Work-Shop.
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On the Day (timings)

Saturday 7th September 2019

Please refer to the Conference details in **GT news 10** or see Events: www.thegardenstrust.org

4pm

Registration for AGM. Tea and bookstalls, Shulman Foyer

4.30pm

The Gardens Trust Annual General Meeting, Shulman Auditorium

7.45pm

Conference Dinner. Speaker Robin Lane Fox, The Queen's College Dining Hall

Our front cover: Alice's encounter with the Tiger Lily in an Oxford garden, by John Tenniel.
Notice the Reptonian Basket around the Flowers' Bed.