

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF SOUTH AND SOUTH EAST IN BLOOM

I report on the accounts of the Charity for the year ended 31st October 2019 which are set out on the attached pages.

RESPECTIVE RESPONSIBILITIES OF THE TRUSTEES AND EXAMINER

The Charity's trustees are responsible for the preparation of the accounts. The Charity's trustees consider an audit is not required for this year (under section 43(2) of the Charities Act 1933 (the 1993 Act as amended by S28 of the Charities Act 2006) and that an independent examination is needed.

It is my responsibility to:-

Examine the accounts (under section 43(3)(a) of the 1993 Act as amended):- Follow the procedures specified in the General Directions given by the Charity Commission (under Section 43(7)(b) of the 1993 Act, as amended), and to state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S REPORT

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 procedure undertaken does not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

INDEPENDENT EXAMINER'S STATEMENT

In connection with my examination, no matter has come to my attention.

1. Which gives me reasonable cause to believe that in any material aspect the requirements to keep accounting records in accordance with Section 386 of the Companies Act 2006; and to prepare accounts which accord with the accounting records and to comply with the accounting requirements of Section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice; Accounting and Reporting by Charities 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.

W.GLYNNE OWEN & CO LIMITED

Signed



CHARTERED ACCOUNTANTS

2 CARADOG VILLAS

GLANHWFA ROAD

LLANGFNI, ANGLESEY LL77 7ED

**SOUTH AND SOUTH EAST IN BLOOM
NOTICE OF ANNUAL GENERAL MEETING**

- 1 RoC
- ② Char Com
- 3 Minutes
- 4 Treasurer
- 5 Examine

Notice is given that the Annual General Meeting of South and South East in Bloom will be held at 124 Gravel Hill, Croydon CR0 5BF, at 10.30 am precisely on 13th March 2020 for the following purposes only:

1. To receive, and, if agreed, to approve, the Annual Report and Accounts of the Trustees for 2019
2. To consider and, if agreed, elect those of the retiring Trustees who are willing to continue for a further year
3. To consider and, if agreed, elect new Trustees who have been nominated and have signified their consent
4. To consider any resolution notified to the Company Secretary in advance of the meeting.

By Order of the Council of Trustees

8 November 2019

Geoffrey R Hyde, Company Secretary

SOUTH AND SOUTH EAST IN BLOOM

South and South East in Bloom is a company limited by guarantee no 4355500 and a Registered Charity no 1092421. It was formed in 2002 to take over from the previous South East in Bloom, an unincorporated association, which was founded in 1977. In October 2003, it took over the activities of its neighbouring Britain in Bloom Region, Southern in Bloom, changing its name from South East in Bloom to South and South East in Bloom on 19 December 2003.

17th ANNUAL REPORT AND ACCOUNTS

For the year ended 31st October 2019

The original South East in Bloom organised annual competitions that the councils, schools, commercial interests and residents, of the cities, towns and villages of Kent, East & West Sussex, and Surrey, could enter. South and South East in Bloom now cover this original area, plus Hampshire and the Isle of Wight, East Dorset, North Dorset, and East Wiltshire. Awards are given for horticultural and gardening excellence, environmental responsibility and community involvement. Some winners go forward into the National Finals of Britain in Bloom.

SOUTH AND SOUTH EAST IN BLOOM

ANNUAL REPORT for the year ended 31 October 2019

Legal and Administrative Details

TRUSTEES

Peter Holman	Chairman
Jean Griffin	Deputy Chairman
Ruth Growney	
Reg Leach	retired 16 January 2019
Kevin Taitt	appointed 27 March 2018
Geoff Hyde	Company Secretary
Ian Hyde	appointed 23 May 2019

CAMPAIGN MANAGERS

Anne Holman
Kate Harris

PRINCIPAL ADDRESS and REGISTERED OFFICE

124 Gravel Hill
Croydon
CR0 5BF

BANKERS

CafCash Limited
West Malling
Kent

REPORTING ACCOUNTANT

W Glynne Owen & Company Limited, Chartered Accountants
2 Caradog Villas
Lon Glanhwfa
Llangefni
Anglesey LL77 7EN

HEADLINE SPONSOR

Your London Airport - Gatwick

SOUTH AND SOUTH EAST IN BLOOM

TRUSTEES' REPORT for the year ended 31st October 2019

Charitable Objectives

The objectives of the charity are the promotion of floriculture and horticulture, to advance the education of the public, particularly school children, in ecological sustainability and natural resource conservation, and to enhance the lives of older adults in South and South East England.

Governance

The charity is managed by its Council of Trustees/Directors. New Trustees/Directors are nominated by the other Trustees/Directors. All retire at the Annual General Meeting and are eligible for re-election. Trustee Meetings are regularly held throughout the year. The Chairman attends meetings with the Britain in Bloom organisation. Though not a legal requirement, the Trustees have appointed an Independent Reporting Accountant to report to them on the Annual Report and Accounts.

Aim of South and South East in Bloom for 2019

The principal aims of South and South East in Bloom (hereafter SSEIB) for 2019 was to provide the headline sponsor with a satisfactory performance by maintaining its charitable objectives with its annual campaign and competitions. These improve the quality of life for participants increasing their health & wellbeing through activities in gardening and volunteering in gardening and kindred pastimes. Additional sponsorship was highly desirable, to compensate for the lesser amount provided by the Headline sponsor.

Achievements in 2019

Your London Airport Gatwick was pleased with the activities of SSEIB and have agreed to continue as the Headline Sponsor for the 2019 year with a contribution of £20,000 plus consideration for other projects. A new major sponsor, South East Water, was obtained

South and South East in Bloom was, therefore, able to achieve its prime operational objective for 2019 which was to maintain the numbers participating in the campaign and increase them wherever possible, funding the full cost of the campaign. It has also secured the funding for 2020 to enable it to continue at its present level of activity.

This continued sponsorship enabled South and South East in Bloom to deliver a full programme of judging/assessment and a major awards programme. The year culminated in what was a very satisfactory return to its previous venue at AMEX Brighton. In 2018, parish councils were targeted to participate; this grew in popularity in 2019 and will continue to expand in 2020.

Entry numbers were virtually the same as last year. Two successful seminars were organised for judges/Assessors, existing, new and potential entrants.

Judging during June and July went well. In 2019 once again, we saw an increase in the number of Silver Gilt & Gold awards being presented at the Annual Awards Ceremony. This demonstrates that South and South East in Bloom's objectives are being met with more individuals, communities, businesses and local authorities having an impact on gardening, horticulture and the conservation of our green heritage.

The activities and successes of 2019, with the continuation of Your London Gatwick Airport as the Headline Sponsor and a new major sponsor, South East Water on board, will form as ever the basis for future planning. It remains essential that secure future funding is achieved, with a headline sponsor supported by several smaller sponsorships. Without a guaranteed income in place, only outline planning can be considered.

Public Benefit Statement

South and South East in Bloom cover Kent, Surrey, East & West Sussex, and Isle of Wight, Hampshire, East & North Dorset and parts of East Wiltshire. The residents, businesses, and visitors benefit from the raising of Horticultural & Gardening of standards that result from the communities taking part in our campaign. Environmental Responsibility through growing numbers of participants is increasing their efforts to care for our environment and Community Participation not only from Councils but wide-ranging voluntary community groups who take part in managing and developing their local areas. Where requested mentoring and coaching is provided; talks and presentations are given to groups to encourage greater participation. Awards are given for the standards achieved, and advice on improvement is given. Standards continue to rise, with more awards at the higher levels this year.

Objectives for 2020

Continue to deliver SSEIB's objectives with the continued sponsorship from Your London Airport Gatwick. It is hoped that South East Water too will continue their support enabling a full program will be delivered. The best of endeavours will be given to providing sponsors with value for their support. However, SSEIB will continue to obtain new, medium and long-term sponsors. The charitable objective is to both maintain and where possible increase entry participation.

New categories will be devised as required and older outdated categories will be deleted.

Efforts will be concentrated on reaching new entries, particularly in smaller communities and in urban areas within larger conurbations, through our entries we wish to connect with and support hard to reach groups and communities. A revision of Britain in Bloom judging criteria have been adopted for the region and may have a positive impact on participation.

Resources have been secured to enable an awards ceremony in 2020, but financial prospects for 2021 may make it necessary for this expenditure to be such that our minimal reserves are not significantly depleted.

Financial Position

Your London Airport Gatwick with South East Water provided the major sponsorship for the campaign. The financial contribution from the Royal Horticultural Society based on the "It's Your Neighbourhood" campaign entries continued at the same level per entry and entries increased by 20%. Parks & Green Space entries grow year on year and make a significant contribution to our income.

Expenditure was kept to a minimum, given the low reserves and the uncertain financial position in a couple of years, while complying with the headline sponsor's wishes. The next phase of the electronic marking and reporting and judging was commissioned (shared with London in Bloom), as there is a need to cope with future expansion as well as the current workload. The year's result was a modest surplus of £1,478 for the year (£3,652 last year). The year-end reserves of £11,673 have improved but are still at a level where there is a need to build them up as a buffer as well as to cover necessary expenditure in the earlier part of the financial year before funds are usually available. The Trustees are confident that prospects for our financial resources for 2020 and beyond will allow us to continue the campaign and to expand slightly, but they are well aware that events outside their control may be such as to require a significant revision of activities.

The Statement of Financial Activities and the Balance Sheet are on the pages following.

Risk Management

The Trustees have considered the risks to which the charity is exposed and are taking the appropriate action

Reserves Policy

The Trustees have adopted a reserves policy that as soon as circumstances permit, the General Reserve should cover the net fixed assets, provide for a minimal Annual Award Ceremony and for essential administrative expenditure to continue for a reasonable time (at least six months) if funds were temporarily unavailable. It will take the time to build up to this level, as sponsors expect that their contribution will be spent on direct charitable expenditure rather than put to reserve.

Statement of Trustees Responsibilities

Charity Law and the Charity's Deed of Trust requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Trust and of the income and expenditure of the Trust for that period.

In preparing those financial statements, the trustees are required to select suitable accounting policies and then apply them consistently; make judgements and estimates that are reasonable and prudent and prepare the financial statements on a going concern basis unless it is inappropriate to assume that the Trust will continue.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Trust and enable them to ensure that the financial statements comply with the requirements of the Charity Act and the Trust Deed. They are also responsible for safeguarding the assets of the Trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

On behalf of the Trustees

Peter G D Holman..........Trustee/Chairman

Geoffrey R Hyde..........Trustee/Treasurer

8 November 2019

SOUTH AND SOUTH EAST IN BLOOM
Balance Sheet as at 31st October 2019

	Note	2019	2018
		<u>£.00</u>	<u>£</u>
FIXED ASSETS	6	<u>857.00</u>	<u>1,554</u>
CURRENT ASSETS			
Cash at Bank		11,813.38	11,232
Debtors	7	<u>1,353.41</u>	<u>760</u>
		13,166.79	11,992
Creditors-Amounts falling due within one year	7	<u>(2,350.00)</u>	<u>(3,350)</u>
NET CURRENT ASSETS		<u>10,816.79</u>	<u>8,642</u>
TOTAL NET ASSETS		<u>£11,673.79</u>	<u>£10,196</u>
RESERVES:			
General Reserve		11,673.79	10,196
Designated Reserve -			
Award Ceremony	5	0.00	0
TOTAL RESERVES		<u>£11,673.79</u>	<u>£10,196</u>

For the year ending 31 October 2019 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

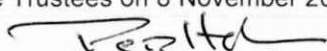
Directors' responsibilities:

- the members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476,
- the directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts,
- the accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

These accounts have been examined by an Independent Examiner whose report is attached.

Approved by the Trustees on 8 November 2019

Peter G D Holman.....Trustee



Geoffrey R Hyde.....Trustee



SOUTH AND SOUTH EAST IN BLOOM
STATEMENT OF FINANCIAL ACTIVITIES
For the year ended 31 October 2019

	Note	General	General
	1 & 2	Fund	Fund
		2019	2018
		£.00	£
INCOMING RESOURCES			
Incoming resources from generated funds			
Voluntary Income		46,477.95	45,934
Activities for generating funds		0.00	0
Bank interest		0.00	0
Incoming resources from charitable activities		12,915.00	13,380
TOTAL INCOMING RESOURCES		59,392.95	59,314
RESOURCES EXPENDED	3 & 4		
Charitable Activities		57,124.07	55,281
Governance		790.60	380
TOTAL CHARITABLE EXPENDITURE		57,914.67	55,661
NET RESOURCES FOR THE YEAR		1,478.28	3,653
		Surplus	Surplus
General reserve brought forward 1/11/18		10,195.51	6,543
Transfer from designated reserve:			
Award ceremony	5	0.00	0
GENERAL RESERVE C/FWD 31/10/19		£11,673.79	£10,196

SOUTH AND SOUTH EAST IN BLOOM

NOTE TO THE FINANCIAL STATEMENTS

Year ended 31st October 2019

1. ACCOUNTING POLICIES

Accounting Convention: The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), The Companies Act 2006, and the requirements of the Statement of Recommended Practice, Accounting and reporting for Charities.

Fund Accounting: The charity's general funds consist of funds which the charity may use for its purposes at its discretion. The charity has, at present, no restricted funds which can only be spent within the specific restriction(s) of the donor.

The format of Income and Expenditure Account: A Statement of Financial Activities has been prepared which shows the sources from which the Charity's Income was derived and the objects of the charity to which those resources were directed.

2. SPONSORSHIP

We gratefully acknowledge the Headline Sponsorship of Your London Airport Gatwick as our principal sponsor, and from a new major supporter, South East Water. Some entrants also provided venues for seminars, either free or at a nominal price.

It should be noted that the Trustees and judges give a significant amount of their time to running the charity, for which they receive no remuneration.

3. DISCLOSURE OF PAYMENTS TO "RELATED PERSONS."

Mrs Anne Holman is the South & South East in Bloom Campaign Manager and is the wife of Peter Holman, the Chairman. Her remuneration has been fixed by the Trustees, with Mr and Mrs Holman withdrawing from the discussions, in accordance with the powers given in the Memorandum & Articles. Charity law now permits payments to "related persons" without specific permission from the Charity Commissioners, provided strict procedures are followed. In absolute accordance with these procedures, Mrs Kate Harris, daughter of Peter and Anne Holman, is assisting with the campaign for a fee in accordance with the above.

4. DISCLOSURE OF EXPENSES PAID TO TRUSTEES/DIRECTORS.

A total of £3471.54 (2018 £3594.05) has been reimbursed to Trustees/Directors, representing their mileage allowance and subsistence when judging the entrants, and when on the ordinary course of the business of the charity.

5. DESIGNATED FUNDS – AWARDS CEREMONY RESERVE

The charity is vulnerable to the sudden withdrawal of sponsorship for its Annual Awards Ceremony. In previous years, funds were being set aside, as financial circumstances permitted, to allow a ceremony to take place even if no sponsor was available. It was necessary in 2009 to transfer the remainder of these funds back to General Reserve, to cover the operating deficit. No transfer has been made for the current year.

6. FIXED ASSETS

Computers and related devices are written off at 33% pa, being the expected working life.

	Cost	Dep'n b/f	Dep'n 2019	Total Dep'n	Net Bk Value
Computer 2016	369.00	246.00	123.00	369.00	0.00
Computer Mar 18	289.00	64.00	95.00	159.00	130.00
Projector Mar 18	358.00	279.00	129.00	208.00	150.00
Computer Jly 18	1043.00	116.00	350.00	466.00	577.00
Total	£2059.00	£505.00	£697.00	£1202.00	£857.00

7. DEBTORS AND CREDITORS

Debtors comprise £313.41 (2018 £760) for extra Awards places sold to entrants, and amounts due for Awards trophies from sponsors, none in dispute, and £1,040 from the RHS for balance owing for 2019 IYNs.

Creditors comprise £2,000 (2018 £3,000) for the balance of the Campaign Managers Fee, and £350 estimated 2019 fee for the Reporting Accountant (2018 £350).

SOUTH AND SOUTH EAST IN BLOOM - TRUSTEES MANAGEMENT ACCOUNTS 2019

INCOME	2016 Actual	2017 Actual	2018 Actual	2019 at 22/10/19
Sponsor Sth Water/SE Water	0.00	0.00		10,000.00
Sponsor London Airport Gatwick	20,000.00	28,500.00	29,600.00	20,000.00
Other Sponsors	2,750.00	250.00		900.00
Entrants Fees	11,135.00	12,380.00	12,520.00	11,670.00
Seminar Fees	1,000.00	1,170.00	860.00	1,245.00
Awards Extra Places	5,653.87	9,440.00	8,645.00	7,274.41
Donations				
Gift Aid			241.50	
Collection for Water Aid				
Collection for Perennial	1,090.00	864.42	1,012.30	568.54
Sales of Merchandise etc	161.10	0.00		
Neighbourhoods	6,435.00	6,695.00	6,435.00	7,735.00
RHS Promotional Grant				
Bank Interest	0.00	0.00		
TOTAL	48,224.97	59,299.42	59,313.80	59,392.95
EXPENDITURE				
Annual Awards	11,696.00	22,014.19	18,821.61	17,552.91
Seminars	1,095.88	1,676.46	1,218.04	2,706.82
Committee Meetings	112.00	278.60	314.93	350.50
Software/Web Development	4,650.19	2,841.79	2,110.09	4,723.22
Insurance	448.88	319.20	324.20	336.97
Judging General	3,334.34	3,994.67	4,112.03	3,996.57
Judging Schools	0.00	0.00		
Judging Neighbourhoods	above	above		
Mileage PH	578.00	968.70	1,554.63	1,666.43
Other travel	283.75	184.60	649.95	789.07
Campaign Manager - current year	20,000.00	20,000.00	20,000.00	20,500.00
-deferred from 2014				
addl - current year only			3,000.00	1,500.00
Kate H for schools etc	in Cam Mgr	in Cam Mgr	in Cam Mgr	
Office consumables	1,587.54	1,188.75	1,130.49	940.82
Postage	229.53	285.28	203.36	327.22
Printing, Stationery etc				
Telephone	408.00	408.00	408.00	408.00
Newsletters	3,180.00			
Poppy seeds				
Bank Charges		80.80		60.00
Other/Misc			60.00	
Badges,Bags, Signs		582.60		
Filing Ann Returns	13.00	13.00 (
Reporting Accountants Fee	300.00	300.00 (379.95	350.00
Government Compliance				440.60
Collected for Water Aid				
Collected for Perennial		864.42	1,012.30	568.54
Depreciation	125.00	123.00	362.00	697.00
TOTAL	48,042.11	56,124.06	55,661.58	57,914.67
MARGIN	182.86	3,175.36	3,652.22	1,478.28
General reserve b/f	3,185.07	3,367.93	6,543.29	10,195.51
General reserve c/f	£3,367.93	£6,543.29	10,195.51	11,673.79