
THE
FORGOTTEN GARDENS OF
EASTON LODGE

**THE GARDENS OF EASTON LODGE
PRESERVATION TRUST**
(A Company Limited by guarantee)

**REPORT AND FINANCIAL STATEMENTS
YEAR ENDING 31st JANUARY 2020**

Company No. 4638621
Charity No. 1101442

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3 | THE GARDENS OF EASTON LODGE PRESERVATION TRUST

REPORT OF THE TRUSTEES FOR THE YEAR ENDING 31 JANUARY 2020

The Trustees are pleased to present their annual Directors' Report together with the financial statements of the charity for the year ending 31st January 2020, which are prepared to meet the requirements for a Directors' Report and Accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and 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).

Chair's Report

I am pleased to report that although the Trust's net income was down compared to the prior year, this was largely due to a near doubling of our expenditure on maintenance and restoration work to further enhance the beauty and attractiveness of our well-loved Gardens. The efforts that our dedicated and growing band of volunteers put into the Gardens are much appreciated by our visitors. We are given consistently very good feedback from our visitor surveys and by our rankings on TripAdvisor and Google. Since the year end, we have lost considerable income due to the closure of the Gardens due to storms in February and the Covid - 19 pandemic. However, we have sufficient reserves to continue to maintain the Gardens and to proceed with some restoration projects.

Our purpose and activities

The Trust exists to preserve, conserve and protect the historic gardens of Easton Lodge and their biodiversity, for the enjoyment of the public, by: maintaining the gardens' ambience; protecting and renovating the gardens' historic structures; and enabling access and providing educational opportunities for the public. The Trust aims in doing so to operate effectively and in line with best practice for small organisations.

Achievements and performance

We opened the Gardens for visitors on 9 Sundays in 2019, starting with two Snowdrop open days in February and then one open day a month through the season from April to October. The year started with glorious weather for our snowdrop open days and we received record visitor numbers. Across the rest of the season visitor numbers were broadly in line with previous good years.

We were pleased to welcome many new volunteers and a huge amount of work was done on the Gardens through the year. The winter planting of tulips in the Italian garden brought early colour there. In March the lilypond was drained so it could be checked and resealed and painted. This required many volunteers to man the pumps and clean out the deep accumulated mud in the pond. The lilies were tidied and returned and bounced back. The new Japanese garden really took shape and a replacement bridge over the rill now beckons visitors down the Glade. The walled kitchen garden and its dahlia border were fully planted up, providing a steady flow of produce to sell to visitors and awards for one of our pumpkins and our dahlias at the Countess of Warwick show. In the autumn, our volunteers, with help from Stansted Airport volunteers, cleared lots of debris from the wooded area west of the walled kitchen garden, which we took responsibility for earlier in the year. And towards the end of the year we started to clear the final section in the walled kitchen garden, taking care to lift and save the snowdrops for replanting in the Garden.

The Trust built on its active commitment to education work. The open days included a wide range of educational themes, including: a nature day; more from our archives on the local response to World War I; and Peto's travels and Japanese gardening. We held our first bat walk and our visitors heard seven species leaving the trees in search of food and swooping over the lily pond and lake. Our beekeeper attended many of our Open Days to help our visitors

learn about the huge contribution bees make to our gardens and our production of food; and supporters from the East of England Apples and Orchard Project and Cressing Temple Barns joined us on our Apple and Bees Day to share their knowledge of local apple varieties and how to care for the trees. A local primary school visited and used the Gardens for inspiration for art, history and literature projects. The Trustees continued to provide educational tours for visitors on open days and group visits; and welcomed the Hertfordshire Gardens Trust for a study day. They also gave talks to 17 groups across the region in 2019.

There were two big highlights of the year:

- The restoration of the stone steps down into the Italian Garden by Herringbone Restoration Ltd. The steps had become very degraded and Landsec agreed to fund their restoration to make them safe for visitors and volunteers. With new and restored balls at the bottom, they give more of a sense of the original grandeur and we will be adding urns at the top similar to the originals.
- The confirmation that one of our old apple trees is a unique cultivar – which our members have now named the Easton Countess.

But we also had to take the difficult decision to remove a part of the old Peto yew walk as it had succumbed to phytophthora and risked spreading this fungal disease to the rest of the hedge.

Across the year as a whole we welcomed 6,619 visitors to the Gardens, an increase of nearly 17 per cent on the previous year. This included 5,819 visitors on open days (including 1,061 children), nearly 20% up on 2018; and 738 visitors on organised group visits (800 in 2018). In addition, we welcomed children from a local school, brownies, Dunmow U3A croquet players and walkers taking part in a charity day for the Helen Rollason charity. We were particularly pleased to also receive Australian visitors, who were the family of the head gardener at the time of the Peto transformation of the Gardens. They loved their visit to the Gardens and gave the Trust additional photos and stories for the Archive.

The Trustees are committed to managing the Trust in accordance with best practice for small charities like ourselves. In 2019 we were pleased to add Elizabeth Gardiner to our Trustee group, as she brings to our team her legal skills as well as her enthusiasm for the Gardens.

Over the year the Trust's net income and contribution to reserves was a very healthy £9,822 down from £15,426 in 2018/19, as we increased our expenditure on the Gardens.

Our Volunteers

The Trust now has 57 active volunteers tending and maintaining the garden and undertaking restoration work; running open days and catering for visitors; providing talks and tours of the Gardens; and supporting our safe-keeping and use of our archive of historical information. In 2019 volunteers put in 7,301 hours work at the Gardens - over 140 a week (5,537 hours in 2018) and this excludes the time spent by our star baker, who baked 231 cakes for us in the year! We were very pleased to continue to receive support from Community Outreach days provided by Glaxosmithkline and Stansted Airport. And our volunteers enjoyed making and hosting exchange visits with Cressing Temple Barns' volunteers.

Financial Review

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REPORT OF THE TRUSTEES FOR THE YEAR ENDING 31 JANUARY 2020

Net income this year was £9,822, down from £15,426 last year. Income from open days, tours and talks was £40,060, up from £34,109 in 2018/19, reflecting increased visitor numbers and returns from catering. We were particularly pleased to have increased our returns from merchandise, in large part due to our sales of produce from the kitchen garden. Our net income was down because we nearly doubled what we spent on the Gardens, to £30,011. This included the costs for cleaning and repainting the lily pond, building a bridge over the rill in the Glade, taking out the diseased yew hedge and spending on visitor facilities including additional parasols, gazebos and a new wooden gazebo.

During the year we completed the business consultancy funded by Landsec, which enabled us to provide informed input to discussions with Landsec and Uttlesford District Council about proposals for Easton Park in the draft District Plan. Following the Inspector's December 2019 decision that the Council's District Plan was unsound, including its plan for Easton Park and other Garden Communities, we are continuing to review the Trust's business planning in light of further developments.

Administration costs and overheads (excluding the one-off costs of the business consultancy) were slightly lower than in 2018/19.

Reserves policy and going concern

The Trust retains cash reserves to bridge the gap between spending and the receiving of income; and to cover unplanned emergency repairs and other expenditure. In 2020 our reserves will be crucial to the Trust, to ensure we can meet the serious shortfalls in income we expect from the poor weather in February, as the high winds from Storm Ciara and Storm Dennis disrupted the snowdrop open days, and the impact of coronavirus subsequently. The Trustees consider that cash reserves as at 31 January 2020 of £20,000 are needed to cover running costs in the event of a serious shortfall in income in the year ahead. The Trust has built up additional cash reserves to support larger scale restoration projects.

As at 31 January 2020, the Trust had cash of £80,989 in the bank, as set out in Note 20, up from £63,515 the year before. As this was sufficient to more than meet the required level of cash reserves, the Trust has had the confidence in the early part of 2020/21 to continue its planning for the further restoration of the stonework in the Italian Garden.

The Trust leases the Gardens from Landsec. A new 3 year lease was agreed with effect from 1st March 2019, for the Gardens and additionally including the woods to the west of the walled kitchen garden. The Trustees are keeping abreast of developments in relation to Landsec's proposals for its Easton Park land holdings. The Trust is neutral in relation to planning policy and will continue to engage on these matters with Landsec and Uttlesford District Council as their plans evolve, in order to secure the heritage of the Gardens.

Given the Trust's reserve and lease position, the Trustees are of the view that the Trust is a going concern.

Plans for future periods

The Trust aims to continue focusing on the short-term protection and restoration of the gardens, while seeking to secure the long-term future for the Gardens at the centre of the local community and as a regionally valued visitor attraction. The major priority for 2020/21 is to work up a plan and the necessary additional funding for restoring the balustrade around the lilypond in the Italian garden. The Trust is also aiming to produce a full record of its trees in 2020, working with Henry Girling and volunteers from the Tree Register. Details for the trees which are local or national "Champions" due to their height or girth will be updated on the national database. The Trust's volunteers

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REPORT OF THE TRUSTEES FOR THE YEAR ENDING 31 JANUARY 2020

will continue to extend the planting in the Gardens and work to enable visitors to enjoy the additional woodland area.

Reference and administrative details

Charity number: 1101442
Company number: 4638621
Registered Office: C/O Beech House, Dunmow Road, Great Easton, Dunmow, Essex, CM6 2DL

Our advisers

| | | |
|----------------------|---------------|------------------------------------------|
| Bankers | Barclays Bank | 14 High St, Great Dunmow, Dunmow CM6 1AA |
| Independent Examiner | Nicholas Wood | Ashwood House, Thaxted, CM6 2NE |

Directors and Trustees

The Directors of the charitable company (the charity) are its Trustees for the purpose of charity law.
The Trustees and officers serving during the year and since the year end were as follows:

Key management personnel The Gardens of Easton Lodge Preservation Trust: Trustees and Directors

R DREVER - CHAIR
C DEAN
S GILBERT
J GOLDSMITH - TREASURER
C MATTHEWS
E GARDINER CB- Appointed 17.06.19

Structure, Governance and Management

Governing Document

The Gardens of Easton Lodge Preservation Trust is a company limited by guarantee by its Memorandum and Articles of Association dated 1 December 2002, and was incorporated on 16 January 2003. It is registered as a charity with the Charity Commission.

Appointment of Trustees

Under the Articles of Association, there must be a minimum of three Trustees (Directors), who are elected to the post at the AGM or can be co-opted by the Trustees mid-year to fill a vacancy, subject to election at the next AGM. Trustees serve for a 3 year period before submitting for re-election.

Risk Management

The Trust has two groups to oversee its operation and report back to the Trust for decisions on policy and key risks. The **Local Management Committee (LMC)** has responsibility for overseeing delegated plans and budgets for the day-to-day maintenance of the Gardens, in line with the Trust's Business Plan, Budget and Financial Procedures. During the year it has overseen spending and progress on garden maintenance; open days, group visits and talks, including catering and merchandise; health and safety; and progress on restoration and development projects. The LMC is

chaired by a Trustee and has a minimum of two other Trustees as members. The **Governance Group (GG)** is responsible for reviewing aspects of the Governance of the Trust, to ensure it remains in line with best practice for charities and small companies. During the year the Group has continued to review the risks to the Trust's business and the Gardens and put in place additional mitigations where appropriate. The GG is chaired by the Treasurer and has a minimum of two other Trustees as members, including Elizabeth Gardiner.

Although renewed, the short term of the Trust's lease of the Gardens from Landsec continues to be a long-term risk for the Trust, together with on-going uncertainty from potential development in the surrounding area. The Trust regularly reviews the situation but needs to largely focus on short-term operational risks. The Trust's key short-term risks and new mitigations are as follows:

- Revenue from charitable activities, which funds the maintenance of the Gardens, can be adversely affected by poor weather or other external events reducing visitor numbers or by poor visitor experience. The snowdrop open days in 2019 were the busiest days ever for the Trust and the Trust considered that if such numbers were repeated there would be a risk of poor visitor experience affecting their enjoyment and return to the Gardens. As a result the Trust has invested in additional covered space which can be used for a secondary catering outlet, for group visits or for merchandise sales, according to the priorities of the day. In the event the snowdrop open days in February 2020 were adversely affected by Storm Dennis and subsequent poor weather and the Trust has had to close the Gardens due to coronavirus. The Trust will monitor the situation closely to enable visitors to enjoy the Gardens again as soon as possible and to start to restore an income stream. The Trust will establish a new newsletter and use it with social media to keep volunteers, Friends and potential visitors informed of when the Gardens will be open. The Trust will continue to run further visitor surveys to assess where improvements can be made, within the constraints of the Gardens (insufficient parking; lack of electricity, running water and sewerage; and lack of formal disabled accessible paths).
- Trustees and volunteers play a huge role in the successful operation of the Trust and the Trust is very aware of its reliance on their on-going commitment. The Trust ensures that it thanks volunteers for their efforts and it listens to their feedback as volunteers and as members of the Trust. The Trust is mindful of the need not to over-rely on specific individuals and is therefore pleased to have welcomed additional volunteers during the year to spread the load.
- Health and safety risks to volunteers and visitors are monitored routinely. During the year we agreed clear policies on bonfires at the Gardens and on risk from high winds – the latter resulted in the closure of the Gardens during Storm Dennis.

Trustees' responsibilities in relation to the financial statements

The charity Trustees are responsible for preparing a Trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires charity Trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company. As required, in preparing the financial statements, the Trustees:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume the charity will continue in business.

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REPORT OF THE TRUSTEES FOR THE YEAR ENDING 31 JANUARY 2020

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity 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 charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the Trustees are aware at the time of approving their annual report:

- There is no relevant financial information of which the company's independent examiner is unaware; and
- The Trustees have taken all the steps that they ought to have taken to make themselves aware of any relevant financial information and to establish that the independent examiner is aware of that information.

SMALL COMPANY EXEMPTIONS

In preparing this report, the Trustees have taken advantage of the small companies' exemptions provided by section 415A of the Companies Act 2006.

This report was approved by the Board of Trustees on 19th June 2020 and signed on their behalf.

RAS DREVER

CHAIR OF TRUSTEES

A handwritten signature in black ink, appearing to be 'RAS DREVER', written over a horizontal line.

INDEPENDENT EXAMINER'S REPORT

Independent Examiner's Report to the Members of the Gardens of Easton Lodge Preservation Trust for the Year Ended 31st January 2020

I report to the trustees on my examination of the accounts of the above charitable company for the year ended 31st January 2020 which are set out on pages 10 to 17.

Responsibilities and basis of report

As the Charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011.

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable directions given by the Charity Commission under section 145(5)(b) of the Act.

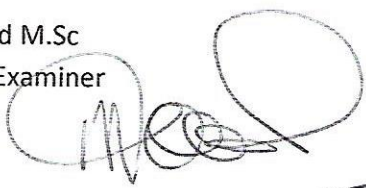
Independent Examiner's Statement.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- The accounting records were not kept in accordance with section 130 of the Charities Act; or
- The accounts did not accord with the accounting records; or
- The accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities Regulations 2008 other than any requirement that the accounts give a "true and fair" view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Nicholas Wood M.Sc
Independent Examiner



Ashwood House
Thaxted CM6 2NE

19th June 2020



STATEMENT OF FINANCIAL ACTIVITIES (including the income and expenditure account)
FOR THE YEAR ENDED 31ST JANUARY 2020

| | Note | Unrestricted Income 2019/20 | Restricted Income 2019/20 | Total Funds 2019/20 | Total Funds 2018/19 |
|------------------------------------------------------------------------|------|-----------------------------------|---------------------------------|------------------------|------------------------|
| INCOME | | | | | |
| Income from generated funds | 14 | 8,034 | | 8,034 | 6,334 |
| Donations | 13 | 2,727 | | 2,727 | 992 |
| Grants | | 4,596 | 25,200 | 29,796 | 15,396 |
| Investment Income | | 103 | | 103 | 62 |
| Income from charitable activities | 12 | 40,060 | | 40,060 | 34,109 |
| Total Income | | 55,520 | 25,200 | 80,720 | 56,893 |
| EXPENDITURE | | | | | |
| Cost of raising funds | 11 | 802 | | 802 | 457 |
| Charitable activities | 9 | 30,011 | | 30,011 | 15,067 |
| Overheads | 10 | 14,885 | 25,200 | 40,085 | 25,944 |
| Total Expenditure | | 45,698 | 25,200 | 70,898 | 41,467 |
| Net Income/(Expenditure) and net movement in funds for the year | | 9,822 | 0 | 9,822 | 15,426 |
| Reconciliation of funds | | | | | |
| Total funds brought forward at 1st February 2019 | | | | 93,856 | 78,430 |
| Total funds carried forward as at 31st January 2020 | | | | 103,678 | 93,856 |

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

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REPORT OF THE TRUSTEES FOR THE YEAR ENDING 31 JANUARY 2020

BALANCE SHEET

FOR THE YEAR ENDED 31ST JANUARY 2020

| | Note | Unrestricted Funds At 31st January 2020 | | At 31st January 2019 | |
|-------------------------------------|-------------|---------------------------------------------------------------|----------------|----------------------------------------|---------------|
| | | £ | £ | £ | £ |
| Fixed Tangible Assets | 8 | | 23,444 | | 29,496 |
| Current Assets | | | | | |
| Stock | | 2,366 | | 829 | |
| Debtors and Prepayments | 18 | 2,225 | | 11,704 | |
| Cash at bank and in hand | | 80,989 | | 63,515 | |
| Less Creditors & accrued income | | | | | |
| Amounts falling due within one year | 19 | 5,346 | | 11,688 | |
| Net Current Assets | | | 80,234 | | 64,360 |
| Total Net Assets | | | 103,678 | | 93,856 |
| Financed by: | | | | | |
| Unrestricted Funds | 20 | | 103,678 | | 93,856 |
| Restricted Funds | 5 | | 0 | | 0 |

For the year ending 31st January 2020 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit of its accounts in accordance with section 476 of the Companies Act 2006.

The Trustees/Directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and in accordance with FRS102 SORP.

The accounts were approved by the Board of Trustees on 15th June 2020.

RAS DREVER

CHAIR OF TRUSTEES

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST JANUARY 2020

1. ACCOUNTING POLICIES

1a. Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) issued on 16 July 2014 and with the Financial Reporting Standard applicable in the UK and republic of Ireland (FRS102)

The Gardens of Easton Lodge Preservation Trust meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

1b. Preparation of the accounts on a going concern basis

The Trustees are of the view that given the Trust's reserves position and the ongoing lease of the land, the charity is a going concern.

1c. Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be measured reliably.

Income tax recoverable in relation to donations received under gift aid is recognised at the time of the donation.

1d. Volunteer help

In accordance with the charities SORP (FRS102), volunteer time is not recognised. The Trustees' annual report provides more information about volunteers' vital contribution to the work of the Trust.

1e. Interest Receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity: this is normally upon notification of the interest paid or payable by the bank.

1f. Stocks and Work in progress

Stocks held for sale are measured at the lower of cost or net realisable value.

1g. Resources expended

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required, and the amount of the obligation can be measured reliably. All resources expended are inclusive of VAT which is irrecoverable.

1h. Tangible fixed assets

Fixed assets are shown at historical cost less depreciation.

Depreciation is provided at an annual rate of 20% on fixtures and fittings in order to write off each asset over its estimated useful life by the straight- line method.

1i. Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered.

Prepayments are valued at the amount prepaid net of any trade discounts due.

1k. Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

1.l Grants and Donations

Grants and donations are only included in the SOFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP)

2. Legal Status of the Trust

The Trust is a company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

3. STAFF COSTS

The Trust had no employees during 2018/19 and 2019/20

4. GOVERNANCE COSTS

| | Total 2019/20 | Total 2018/19 |
|-----------------------------|----------------------|----------------------|
| | £ | £ |
| Independent Examination fee | - | - |

The Independent Examiner made no charge to the Trust for examination of the 2019/20 and the 2018/19 accounts.

5. MOVEMENT ON FUNDS

| | Unrestricted | Restricted |
|--------------------------------------------------|---------------------|-------------------|
| | £ | £ |
| Opening Balance at 1 st February 2019 | 93,856 | 0 |
| Net income | 9,822 | 0 |
| Transfer between funds | 0 | 0 |
| Closing Balance at 31 st January 2020 | 103,678 | 0 |

6. EXTRAORDINARY ITEMS

In 2018/19 the trust started paying out consultancy fees for Business Planning support which were reimbursed by Landsec. In 2019/20 the second and final instalment was paid out and reimbursed, shown in the accounts as restricted income and expenditure at £25,200.

7. STOCKS

The total stock held for resale is £2,366 which is valued at cost, as this is lower than net realisable value.

8. TANGIBLE FIXED ASSETS

| | |
|----------------------------------|---------------|
| At Cost | £ |
| At 1 st February 2019 | 63,746 |
| Additions during 2019/20 | 2,347 |
| Disposals | - |
| | 66,093 |
| Depreciation | |
| At 1 st February 2019 | 34,250 |
| For the year 2019/20 | 8,399 |
| Disposals | - |
| At 31 st January 2020 | 42,649 |
| Net Book Value | |
| At 1 st February 2019 | 29,496 |
| At 31 st January 2020 | 23,444 |

| Represented by: | Cost | Accumulated Depreciation | Net Book Value At 31 st January 2020 |
|-----------------------|--------|-----------------------------|----------------------------------------------------|
| | £ | £ | £ |
| Portable Toilet Units | 5,976 | 5,022 | 954 |
| Tea Pavilion | 7,719 | 7,719 | 0 |
| Archive Building | 9,844 | 9,844 | 0 |
| Treehouse | 38,707 | 19,374 | 19,333 |
| Lawn Mower | 1,500 | 650 | 850 |
| Gazebo | 2,347 | 40 | 2,307 |

9. EXPENDITURE ON CHARITABLE ACTIVITIES

| | Total 2019/20 | Total 2018/19 |
|------------------------------|---------------|---------------|
| | £ | £ |
| Open Day Event Expenses | 795 | 628 |
| Catering | 3,729 | 3,537 |
| Servicing of toilets | 2,477 | 2,001 |
| Garden expenses | 17,585 | 4,852 |
| Garden grass and yew cutting | 3,525 | 3,321 |
| Advertising and marketing | 170 | 58 |
| Banners, signs & printing | 1,730 | 670 |
| | 30,011 | 15,067 |

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REPORT OF THE TRUSTEES FOR THE YEAR ENDING 31 JANUARY 2020

10. EXPENDITURE ON OVERHEADS

| | Unrestricted expenses 2019/20 £ | Restricted expenses 2019/20 £ | Total 2019/20 £ | Total 2018/19 £ |
|--------------------------------|------------------------------------------|----------------------------------------|-----------------------|-----------------------|
| Trust Administrative services | 2,260 | | 2,260 | 2,359 |
| Trust/Volunteer costs | 1,689 | | 1,689 | 866 |
| Printing, postage & stationery | 299 | | 299 | 298 |
| Computer and Website costs | 360 | | 360 | 170 |
| Subscriptions | 311 | | 311 | 252 |
| Annual return fee | 13 | | 13 | 13 |
| Insurance | 1,376 | | 1,376 | 1,346 |
| Tea and Archive building costs | 42 | | 42 | 196 |
| Fire Extinguisher maintenance | 84 | | 84 | 154 |
| Consultancy fees | | 25,200 | 25,200 | 10,800 |
| Legal fees | 0 | | 0 | 750 |
| Depreciation | 8,399 | | 8,399 | 8,725 |
| Bank charges | 52 | | 52 | 15 |
| | 14,885 | 25,200 | 40,085 | 25,944 |

11. EXPENDITURE ON FUND GENERATION

| | 2019/20 | Total 2019/20 £ | 2018/19 | Total 2018/19 £ |
|-------------------------------|---------|-----------------------|---------|-----------------------|
| Opening stock | 829 | | 0 | 0 |
| Purchase of sales merchandise | 2,190 | | 1,200 | |
| Closing stock | (2,366) | | (829) | |
| Cost of Merchandise | | 653 | | 371 |
| Commission | | 149 | | 86 |
| Fundraising Event Expenses | | 0 | | 0 |
| | | 802 | | 457 |

12. INCOME FROM CHARITABLE ACTIVITIES

| | Total restricted funds 2019/20 £ | Total unrestricted funds 2019/20 £ | Total 2018/19 £ |
|------------------------------------------------|----------------------------------------------|---------------------------------------------|-----------------------|
| Admission charges | - | 20,405 | 16,761 |
| Group visits | - | 5,108 | 4,984 |
| Guided tours | - | 242 | 219 |
| Season Tickets | - | 1,053 | 643 |
| Catering | - | 12,452 | 10,502 |
| Talks | - | 800 | 1,000 |
| TOTAL INCOME FROM CHARITABLE ACTIVITIES | - | 40,060 | 34,109 |

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REPORT OF THE TRUSTEES FOR THE YEAR ENDING 31 JANUARY 2020

13. INCOME FROM DONATIONS

| | Total restricted funds 2019/20 £ | Total unrestricted funds 2019/20 £ | Total 2019/20 £ | Total 2018/19 £ |
|------------------------------------|----------------------------------------|------------------------------------------|--------------------|-----------------------|
| Donations | | 2,524 | 2,524 | 783 |
| Easy fundraising | | 61 | 61 | 31 |
| Gift aid recovery | | 142 | 142 | 178 |
| TOTAL INCOME FROM DONATIONS | | 2,727 | 2,727 | 992 |

14. INCOME FROM FUND GENERATION

| | Total restricted funds 2019/20 £ | Total unrestricted funds 2019/20 £ | Total 2018/19 £ |
|------------------------------------------|----------------------------------------------|------------------------------------------------|-----------------------|
| Merchandise | | 5,145 | 4,124 |
| Stallholders | | 656 | 520 |
| Raffles | | 0 | 251 |
| Garden guides | | 762 | 604 |
| Friends Membership | | 205 | 145 |
| Fund Raising Event Income | | 1,266 | 690 |
| TOTAL INCOME FROM FUND GENERATION | | 8,034 | 6,334 |

15. NET INCOME/(EXPENDITURE) FOR THE YEAR

| | 2019/20 £ | 2018/19 £ |
|---------------------------------------|--------------|--------------|
| This is stated after charging: | | |
| Depreciation | 8,399 | 8,725 |

16. TAXATION

The charitable company is exempt from taxation under s505 Income and Corporation Taxes Act 1988.

17. TRUSTEES' EXPENSES

The Trustees neither received nor waived any emoluments during the year (2019/20 – Nil)

The trustee's expenses paid for in the year were £57.20 for travel expenses (2019/20 – Nil)

18. DEBTORS

| | 2019/20 £ | 2018/19 £ |
|---------------|--------------|--------------|
| Trade Debtors | 0 | 10,800 |
| Prepayments | 2,225 | 904 |
| | 2,225 | 885 |

17 | THE GARDENS OF EASTON LODGE PRESERVATION TRUST
REPORT OF THE TRUSTEES FOR THE YEAR ENDING 31 JANUARY 2020

19. CREDITORS: amount falling due within one year

| | 2019/20 | 2018/19 |
|-----------------|----------------|----------------|
| | £ | £ |
| Trade creditors | 5,346 | 11,688 |
| Accruals | 0 | 0 |
| | 5,346 | 11,688 |

20. Analysis of group net assets between funds

| | Unrestricted fund | Restricted fund | Total Fund 2019/20 | Total Fund 2018/19 |
|-------------------------------------------|------------------------------|----------------------------|-------------------------------|-------------------------------|
| | £ | £ | £ | £ |
| Tangible fixed assets | 23,444 | - | 23,444 | 29,496 |
| Cash at bank and in hand | 80,989 | - | 80,989 | 63,515 |
| Other net current assets/(liabilities) | (3,121) | - | (3,121) | 16 |
| Stock | 2,366 | - | 2,366 | 829 |
| Total | 103,678 | - | 103,678 | 93,856 |