

**THE NATIONAL GARDEN SCHEME  
(A COMPANY LIMITED BY GUARANTEE)**

**REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2019**

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**THE NATIONAL GARDEN SCHEME  
TRUSTEES' ANNUAL REPORT  
FOR THE YEAR ENDED 31 DECEMBER 2019**

The Trustees submit their Annual Report and Financial Statements for the year ended 31st December 2019

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### 1. Introduction

2019 was a year of notable success for the National Garden Scheme on a number of fronts. Record amounts were raised at gardens which has enabled the Trustees to allocate record donations to the various beneficiary charities. At the same time as garden openings through the year there was a broad range of other charitable activities; for full details of these see Sections 11, 12, 13, 16, 17, 18).

### 2. Objectives

The primary objective of the charity is to raise money for nursing and health charities by organising the opening of gardens of quality to the public. The charity also champions the benefits of gardens for people's health and wellbeing.

The achievement of these objectives is based on long-term strategic planning (currently a five-year plan 2016-20) against which the charity's annual performance and achievements are measured.

### 3. History

The charity was founded in 1927 by the Queen's Nursing Institute, to raise funds to support district nursing which the Institute organised and managed prior to the introduction of the National Health Service. The Trustees of the Institute invited the owners of outstanding gardens to open to public visitors for one day and donate the funds raised to the Institute.

In 1927 some 600 gardens opened, they all charged one shilling and they raised £8,000. As well as the fundraising success, this scheme broke new social ground in offering unrestricted public access to private gardens in return for a modest contribution to charity. This principle of inclusiveness has been a key characteristic of the National Garden Scheme ever since.

In 2019 some 3,500 gardens opened and raised more than £4 million. The operation of private gardens opening to visitors has remained largely unchanged since 1927 although the quantity and variety of gardens has grown considerably. As well as traditional large country gardens there are now large numbers of smaller gardens opening in towns and cities or together in groups in villages; the wider variety also includes allotments, school and hospice gardens.

In a remarkable testament to the loyalty of many garden owners' support for the charity, of the 600 gardens that originally opened in 1927, more than 80 were still opening in 2019.

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The charity was part of the Queen's Nursing Institute from its foundation until 1980 when the QNI established an independent charity, the National Gardens Scheme Charitable Trust. In 2005 the charity established itself as a company limited by guarantee and in 2017 the charity's name became the National Garden Scheme (NGS).

Ever since its establishment the charity has continued to focus its annual donations on the support of nursing and health that was at the heart of its foundation. In recent years it has extended the donations policy with support for health charities whose work is in line with the National Garden Scheme's programme for gardens and health (see Section 13) The donations made possible by the income of 2019 will take the charity's total donations to over £60 million since its foundation, during which time it has become the most significant cumulative charitable supporter of nursing in the country.

#### **4. Strategy**

The National Garden Scheme's strategy focuses on growing its core activity of increasing funds raised by garden opening events. The key strategic priority is to increase the number of gardens opening; the number of open days they hold is important for future growth through a combination of retention and recruitment.

A second strategic priority for the future growth of the charity is to reach a wider audience, thereby increasing visitor numbers. It involves making the general public more aware of the varied attractions and rewards of visiting private gardens.

To ensure a marketing framework for the annual garden opening season we have developed a clear succession of highlights at the gardens through the seasons, from snowdrops in February to tulips in April and May, roses in June and kitchen gardens and autumn foliage in September and October.

We aim to combine the best possible promotion of our gardens to the audience of visitors and potential visitors, with raising awareness of the National Garden Scheme's role as a major charitable funder of nursing and health in the UK. Raising awareness in order to increase the number of visitors and supporters through all appropriate channels will continue to be a primary objective of the charity's marketing.

A recent element of the strategy has been to identify the National Garden Scheme as a leader in the promotion of the benefits of gardens and gardening for public and individual health and well-being. The Trustees believe that this is an area of growing importance and relevance and one to which the National Garden Scheme, with its long-established experience in both areas, is uniquely positioned to contribute. (See Section 16).

The charity's strategic planning is articulated in a series of five-year plans, the current one of which runs out in 2020 during which year a new plan for 2021- 25 will be drawn up by the Chief Executive and presented to the Board for approval.

#### **5. Operational Activities**

As at its foundation, the National Garden Scheme continues to organise the voluntary opening of gardens throughout the counties of England and Wales. The great majority of the gardens are privately owned and not otherwise accessible to visitors. County Organisers and their team members, who are all volunteers, are responsible for organising and supporting garden openings within their counties, as well as for ensuring the gardens are of the standard which visitors and supporters have come to expect over many decades. The charity provides comprehensive public liability insurance for all gardens opening.

The head office, at Hatchlands Park, Surrey, where the charity is a tenant of the National Trust, co-ordinates activities, produces the annual guidebook (The Garden Visitor's Handbook) and manages the other key mechanisms for promoting the garden openings such as the website, social media channels and the app (see Section 14). Both the handbook and website provide all relevant details of gardens opening in each county. Promotion of gardens is greatly enhanced by county booklets (containing the individual county sections from the annual guidebook) which are distributed free in their particular area.

Funds collected from garden owners are invested appropriately. During 2019 the charity's investment policy changed, for details see Section 8. These funds are held until the annual charitable distributions which are ordinarily made in April and June of the following year. Payments may be made earlier in exceptional circumstances, at the discretion of the Trustees. Since the effect that the coronavirus outbreak may have on our garden income for 2020 is currently uncertain, payment of the approved distributions in these financial statements may be reduced, delayed or cancelled.

In addition to the income that comes from the gardens, there are further revenues from sponsorship and other corporate support, advertising and donations including legacies. These revenues cover a significant proportion of the operating costs and consequently increase the proportion of funds raised at gardens that can be donated to beneficiaries (as set out in Achievements and Performance in Section 7).

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The Trustees decide on key policy, management and financial matters at Board meetings which are held regularly throughout the year. Activities at head office are managed by the Chief Executive and include strategic planning, financial organisation, support for county teams, book production, marketing and distribution, national publicity, sponsorship, and insurance. The Chief Executive, assisted by senior management and the Executive Committee, reports to the Board and is also responsible for national and regional conferences, and the National Garden Scheme's participation in external events.

#### Volunteers

The National Garden Scheme is predominantly dependent upon the contribution of volunteers. All the people who open their gardens annually (currently more than 3,500) do so voluntarily. In addition, the necessary work to support the charity throughout England and Wales is carried out by some 550 volunteers in the county teams.

All the volunteers provide invaluable and often specialist support for the charity and the Trustees are enduringly grateful for their contribution. In particular they would like to acknowledge the garden owners for their continued generosity and the hard work involved in opening their gardens, together with the dedication and commitment of county team members.

To acknowledge the achievements of our volunteers, a new award has been created to be introduced in 2020. The Chairman's Award will be given in recognition of exceptional volunteer contribution to the National Garden Scheme.

Each county team is led by a County Organiser who is responsible for the National Garden Scheme's activity in their county. Advice and support are available from the Chief Executive and head office staff (total 13), as well as other county teams. The volunteers are represented on the Board by six regional chairmen, who are ex officio Trustees and are each active members of a county team.

Each region holds an annual AGM in late February or in March. The AGMs are attended by county volunteers from the six regions and by the Chief Executive and relevant members of staff. The National Garden Scheme holds a biennial conference for volunteers at which they come together to learn from each other and share best practise. The last was held in October 2019. These alternate with conferences for the County Organisers.

Smaller conferences for specialist groups are also organised by the head office from time to time. In 2019 conferences were held for volunteers doing publicity and social media and for County Treasurers.

The key activities of the County Teams are:

- Finding new gardens
- Promoting garden openings
- Maintaining contact with existing garden owners to assist with retention and continuity of opening from one year to the next
- Helping to collect funds raised at gardens and accounting to Head Office
- Recognition and Awards
- Producing and distributing county booklets, securing booklet advertising

#### **6. Fundraising, Costs and Net Income**

The charity's principle fundraising activity is the opening of gardens to visitors, either on one or more set open days or by arrangement. In 2019 3,552 gardens (2018: 3,662), including 1,148 which opened in groups (2018: 1,203) held a total of 5,295 open days (2018: (6,292). In addition, 1,153 (2018: 1,192) gardens opened by arrangement.

Together the funds they raised produced record garden income of £4.02m (2018: £3.80m), net of expenses charged by garden owners of only £47k (2018: £44k).

For the first time in 2019 the charity organised a major fundraising event other than a normal garden opening. This was held in the garden of Hazelby House, Hampshire, by kind permission of Hazelby's owners Patrick and Gabrielle Hungerford. 650 tickets were sold and additional activities including an auction raised a net total for the charity of £90k. In the light of this success the Trustees asked the Chief Executive to organise one such fundraising event annually. The second will be held in April 2020 at the Royal Botanic Garden, Kew.

Further fundraising takes place to produce income from other different sources. There is sponsorship income, principally from the charity's core sponsor, Investec Wealth and Investment. Income is raised from selling advertising in the Garden Visitor's Handbook and the county booklets and there is further income from royalties paid by corporate partners for items sold using the National Garden Scheme name, from donations and other gifts. In 2019 this combined total was £468k (2018: £480k).

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Total income from all fundraising sources was £4.65m (2018: £4.3m). Total costs were £1.41m (2018: £1.37m).

Net Income available for distribution to beneficiaries for 2019 is £3.31m (2018: £3.02m), which includes £70k (2018: £90k) already distributed by garden owners to local charities of their choice. The ratio of this Net Income to Garden Income (which is collected from our garden visitors) was 82% (2018: 79%), above the level of 80% that we aim for.

## **7. Achievements and Performance**

Garden Income increased from 2018 by 6%. This can be attributed to a number of factors which included: strong seasonal performance, in particular for the Snowdrop Festival in February and for Easter in April; better publicity and PR through a series of coordinated seasonal campaigns; increases in the admission prices charged at gardens of nearly 5% overall (2018: 2.5%); and generally good weather at peak opening times through the year.

The new fundraising event at Hazelby House was a significant innovation and other important contributions to the charity's income were made by the core sponsorship, donations and royalties and the income from investments – details of which are given in Section 8.

Despite a drop in the number of open days from 2018 the recorded number of visits to the gardens in 2019 only fell very slightly, from 633,000 to 631,000. These figures represent the number of individual visits rather than individual people with many people making more than one visit. Also, many gardens do not record children as in the great majority of places they have free admission. The figures are dependent on reports from individual gardens and so contain some estimates.

## **8. Financial Review**

### Distribution to Beneficiaries

The Trustees have decided to make a total distribution from funds raised in 2019 of £3.165m, thereby distributing all net income with the exception of £77k which has been retained to restore reserves to the level of our policy, following the withdrawal in 2018. The distributions will be augmented by a contribution from the Legacy Fund; the full list of beneficiaries and individual donations is set out in Section 10. Since the effect that the coronavirus outbreak may have on our garden income for 2020 is currently uncertain, payment of the approved distributions in these financial statements may be reduced, delayed or cancelled.

### Additional Donations by Garden Owners to other Charities

As mentioned in Section 6, in addition to the above distribution to the charity's nominated beneficiaries, the charitable donations in 2019 also include a proportion of the admission income raised at a small number of gardens and directly distributed by the owners to a local charity of their choice. This amount totaled £70k (2018: £90k).

In addition, a further £322k (2018: £269k) was raised on open days by the sale of teas and plants organised by other charities which retained the proceeds of those sales. Combined with the £70k shown above, a total of nearly £400k or 10% of all funds raised at gardens, has been distributed locally all over England and Wales for the benefit of numerous small and deserving organisations.

### Risk Management

Trustees require that Risk Management forms an integral part of the National Garden Scheme decision making process and they review the Risk Policy on a regular basis. A Risk Register is maintained by the CEO and reviewed by Trustees at least annually to consider existing risks and mitigation, to identify new risks and to ensure that the systems and procedures set in place to manage the identified risks are fit for purpose. The overriding approach to risk management and assessment is to be prudent at all times.

The Trustees have identified the major risks to the charity's operations and financial security, in particular:

- Prolonged public health crisis during a garden opening season.
- Prolonged adverse weather through a garden opening season
- Loss of IT and communications systems
- Pressures on management team performance
- Major Public Health Issue

Full details of the charity's Risk Management Policy and Risk Register are available on request.

Agreed management process and the charity's financial reserves policy (see Section 8) serve to mitigate the impact of these risks.

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## **9. Investment, Distribution and Reserves Policy**

The National Garden Scheme is a charity that prospers on the annual performance of its fundraising activities. The charity has a long-established principle that funds raised in one year are distributed (net of costs) to the charity's beneficiaries within a twelve-month period, subject only to our prudent reserves policy.

Underpinning the charity's balance sheet from one year to the next is the reserves policy that is monitored by the Trustees. Ordinarily the aim is for cash reserves not to fall below 25% of the current gross annual costs. Trustees make a judgement at the time of distributions to beneficiary charities, to ensure that the reserves are sufficient to allow the charity to continue to operate in the light of the risks to which it is exposed, but do not retain excessive amounts of cash. At the year end the reserves stood at £386k, or 28% of our annual gross costs, above our requirement of 25%.

The charity's cashflow pattern means that cash accumulates through the year and is normally well in excess of the requirements of outgoings. To date these surplus funds have all been deposited with Royal London Asset Management before being distributed to beneficiaries.

In 2019 the Trustees changed this policy in order to increase investment income. It was agreed that a core portfolio of surplus funds could be invested through the charity's sponsor Investec Wealth and Investment (who manage the investment of the charity's Legacy Fund – see Section 15), and that the income raised from these investments would be drawn on an annual basis. These funds are invested within Investec's Bespoke Portfolio Management Service. The rest of the surplus funds are invested through the year with Royal London Asset Management as they accumulate.

## **10. Beneficiary Policy and Distributions**

Money raised by garden openings is donated each year to beneficiary charities approved by the Board and the Beneficiary Policy was reviewed by the Board during 2019. The review agreed the following key points:

- In principle, annual donations should come from net income without additional funds from reserves
- Donations and beneficiary partnerships should focus on the core group of nursing and health charities who are long-term beneficiary partners
- There should be no additions to this group
- Donations to major beneficiary partners should continue to be unrestricted unless designated to a specific project. Funding of buildings requiring more than one year's commitment to be considered on a case by case basis
- The guest charity programme to continue as set out in Note \* below
- Gardens and health donations to continue and be given greater prominence
- Details of donations and tea income donated to other charities to be used more prominently to emphasise local support
- There should be greater emphasis on measuring the impact of the charity's donations

The policy will next be reviewed in 2022.

The charity operates a programme of regular contact and review with beneficiary charities to ensure that money donated to each one is put to best use and that The National Garden Scheme understands the impact of the donations. It also seeks their support in a variety of ways, the details of which are set out in Section 11.

The annual donations that the National Garden Scheme makes to its principal beneficiaries and the number of years that the donations have continued for, mean that it is the largest single charitable funder for most of them. It is also the longest continuous funder for most of them. In some cases, such as Queen's Nursing Institute and Hospice UK, the National Garden Scheme donations are a substantial proportion of those charities' annual fundraising.

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The distribution of funds raised in 2019 is as follows:

<b>1 Beneficiary Charities</b>	<b>£'000</b>
Principal Donations	
Macmillan Cancer Support	500
Marie Curie	500
Hospice UK	500
Carers Trust	400
Queen's Nursing Institute	370
Parkinson's UK	185
<b>2 Guest Charity*</b>	
MIND	80
<b>3 Gardens and Health Donations</b>	
Horatio's Garden**	75
Maggie's Centres	100
The Patchworking Garden Project	20
Greenfingers (for St Oswald's Children's Hospice)~	15
ABF The Soldiers' Charity	80
Well Halton	75
<b>4 Donations to Fund Gardener Training &amp; Support***</b>	
Perennial	100
WRAGS (Work and Retrain as a Gardener Scheme)***	65
National Botanic Garden of Wales Trainee***	20
Professional Gardeners' Trust***	20
Garden Museum Trainee	10
<b>5 Community Gardens (see Section 13)</b>	<b>100 ****</b>
Total of donations to local charities agreed with individual garden owners	<b>68</b>

\*The Beneficiary Policy allows for a guest charity from time to time. Guest charities are appointed for a minimum of two years and, following review of the partnership, a possible third year. 2020 will be MIND's second year as the guest charity.

Guest charities are nominated by the National Garden Scheme's county volunteers and criteria for selection include:

A focus on nursing and/or health is required

Charities involved in research may be considered as guest charities, provided it is not their primary activity

Organisations which provide social benefit and which are involved in nursing and caring could be considered even if they are not charities. However, they should be constituted in some legal form as a 'social enterprise' in some manner such as a Community Interest Company.

\*\*In 2016, as part of the National Garden Scheme's new programme of support for gardens and health, the Trustees agreed to add this as a category of the donations policy. In 2019 donations are being made to a variety of charities. The distribution to Well Halton is to help build a community garden on the top floor of one of the under used multi-storey car parks at Runcorn Shopping City.

\*\*\*The National Garden Scheme is committed to funding the training of gardeners as well as support those working in gardens and horticulture, in recognition of the fact that the charity's funds are raised from gardens.

\*\*\*\* This figure includes a contribution of £50k from the Legacy Fund

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## 11. Beneficiary Activities

Trustees expect all beneficiary charities to acknowledge the level and commitment of donations through their active support of the National Garden Scheme in a variety of ways. The primary objective is to generate greater public awareness of the National Garden Scheme through the beneficiary charities' substantial networks. This brings increased numbers of visitors to our gardens and thereby generates more funds for us to be able to distribute to them.

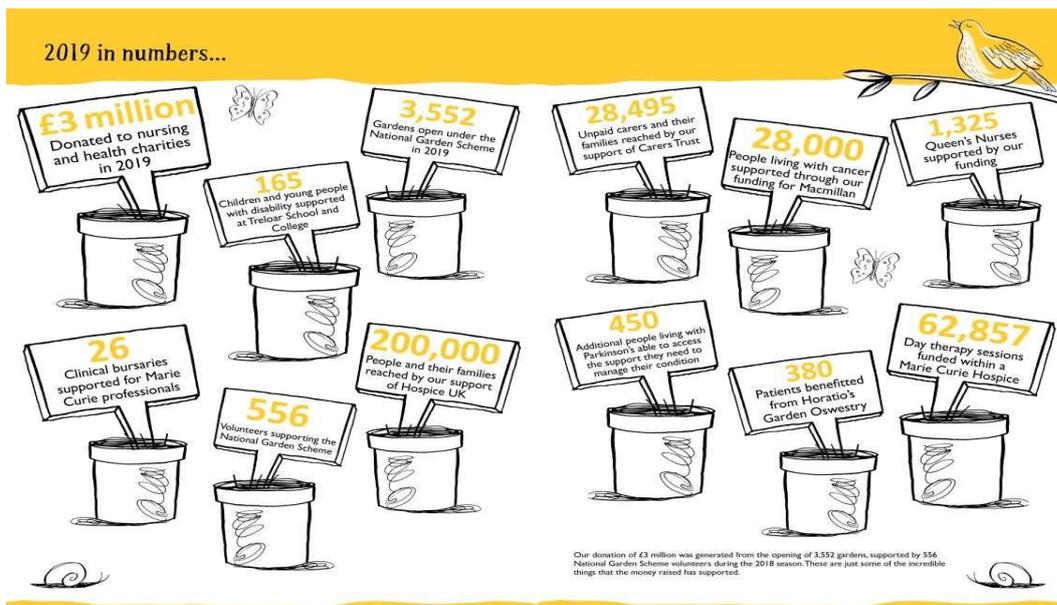
Notable activities during 2019 were celebrations of 35 years of funding for Macmillan by National Garden Scheme with a total of more than £17 million donated during that time. This milestone was celebrated in particular by the opening of the new cancer unit Y Bwthyn at the Royal Glamorgan Hospital near Llantrisant. The National Garden Scheme has donated £2.5m to enable Macmillan to contribute a total of £5m towards the £7.5m total cost. The unit opened to patients in autumn 2019 and there will be a formal public opening in 2020. The unit at Y Bwthyn follows the two other units similarly co-funded by the National Garden Scheme and Macmillan which have opened in Bristol and Chesterfield.

During 2019 the second group of nurses completed the Queen's Nursing Institute leadership programme for which the National Garden Scheme gave special funding and the Trustee's review have agreed to continue this funding for a further two years. Proportions of the donations to Carers Trust, Hospice and Marie Curie were used to fund specific benefits to service users or training for nurses and other professionals employed by these charities.

The communications manager organises support for garden openings and specific campaigns from beneficiary charities and the details of these activities are set out in the comprehensive annual report that all beneficiary charities are required to complete. These are discussed by the Trustees annually at their autumn meeting. The reports combine details of how annual donations are used with details of support including communications and marketing. As part of the 2019 review Trustees agreed that there would be a greater emphasis on measuring the impact of donations and for the first time these details were set out in an Impact Report (see Section 12).

## 12. Impact Report

Towards the end of 2019 the National Garden Scheme produced its first ever Impact Report. The report summarises the charity's activities through the year and focuses on highlighting the impact of the donations to all beneficiaries, an infographic that was included is shown below. The report is available on the National Garden Scheme website and it will be re-published annually in December.



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### 13. Community Gardens Award

In 2019 the National Garden Scheme launched a new Community Gardens Award. This was developed from the Elspeth Thompson Bursary scheme which the National Garden Scheme had launched in 2011 to give small grants to community garden projects. Created in memory of Elspeth Thompson, a well-known garden writer and an active supporter of the National Garden Scheme who died in 2010, the bursary scheme was funded by the National Garden Scheme and administered by the Royal Horticultural Society. In 2019 the last of the original endowment was used up and the Trustees agreed to expand the scheme by taking back full control and renaming it the Community Gardens Award, in memory of Elspeth Thompson. Previous years for the original bursary scheme had seen 30-40 applications annually; in the first year of the new scheme in 2019 there were 178 applications.

Applications included a number with a clear gardens and health priority as well as a number from GP's surgeries for funding for social prescribing projects. In the light of the quantity and quality of applications Trustees agreed to allocate up to £100,000 to the 2019 applications. £50,000 of the money will come from the Legacy Fund and this support for the Community Gardens Award will become an important use of the Legacy Fund in the future.

The majority of these projects require only a modest amount of money, but they produce disproportionately significant outcomes.

### 14. Digital Channels

2019 has seen continuous improvement and integration of the charity's digital channels. This has driven increased usage and successful integration of the digital channels made a significant contribution to seasonal campaigns to promote garden openings.

The five-year marketing and communications plan clearly identifies the importance of the National Garden Scheme website and social media channels in particular, as well as other digital activity including the app more generally in the overall strategy. They offer new and unique opportunities to engage with and develop our audience of visitors and potential visitors and they are being developed in order to maximise these opportunities, with appropriate upgrading of dedicated staff at the head office.

Website usage saw continued growth during 2019:

Website	Unique Users	Annual Growth %
2015	582,882	
2016	644,722	10%
2017	809,568	26%
2018	884,957	9%
2019	966,929	9%

The three main social medial channels used by the National Garden Scheme are Facebook, Twitter, and Instagram. For each of these channels the charity has a network of accounts spread through the different volunteer teams and focusing on the main central National Garden Scheme accounts, each of which saw continued strong growth in 2019:

Channel	Followers 31 December 2018	Followers 31 December 2019	% Increase
Facebook	17,955	21,781	21%
Twitter	15,300	17,830	16.5%
Instagram	19,802	28,632	44.5%
Total	53,057	68,243	28.5%

Integration of the channels was most clearly confirmed during 2019 by the fact that 10% of website users came directly from email newsletters (sent regularly to an audience of nearly 40,000 supporters) and 5% came directly from social media.

During 2019 an ambitious programme of digital and financial development was begun, which is due for completion in late-2020. A number of new opportunities will become available to the charity's audience including booking and paying for tickets to all gardens in advance online and cashless payment at gardens – which is being piloted in 2020. At the same time there will be significant modernisation of the financial systems.

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## **15. Legacy Fund**

The National Garden Scheme Legacy Fund was formally established at the end of 2015 as a portfolio of investments managed by Investec Wealth and Investment. It has been established to enhance the charity's performance by making funds available for specific projects, and to increase the charity's financial security, independent of funds received from garden openings. From 2019 it also makes an important contribution to the charity's donations.

The investments are managed as part of Investec Wealth and Investment's Master Portfolio Service. In the light of growing uncertainty in the equity markets during the year the portfolio was repositioned to a medium risk combination of equities and fixed interest securities.

In 2019 the Trustees agreed that the costs of the following special projects be covered by the National Garden Scheme Legacy Fund:

- The report, Investing in Quality, commissioned from the King's Fund and published in May 2019 (see Section 17)
- Initial work on the digital and financial development project

Full details of the fund's income and expenditure for the year are shown in the accounts under Designated Funds.

As part of their review of donations in 2019 the Trustees formally decided that donations to the new Community Gardens Award project should, at least in part, come from the Legacy Fund. Using Legacy funds in this way demonstrates to people a positive, outward-facing use that will get application at a very local level all over the country.

In 2019 the charity received a legacy gift of £10,000 from the estate of the late Miss Nora Blacklock. The Trustees reiterate their gratitude for the generosity of individuals who have decided to support the charity with legacy funds and they look forward to developing this support in the future. The opportunity to support the National Garden Scheme with a legacy gift was highlighted in all 2019 publications and on the website.

## **16. Gardens and Health**

Through 2019 the National Garden Scheme continued to lead in the promotion of the benefits of gardens and gardening to people's health and wellbeing, and in increasing public awareness of these benefits. The initiative is closely linked to the core activity of opening gardens and encouraging the public to visit them. At the same time, it strengthens and enhances the National Garden Scheme's charitable profile and activities.

In May there was a publicity campaign to promote gardens and health in which most beneficiary charities played a very active part and which gained extensive coverage in the media. Throughout the year a selection of gardens welcomed groups of visitors organised by either one of the regular beneficiary charities or by another local or national charity in the nursing, caring and healthcare sector. No admission was charged for these visits. For many of the visitors, access to a garden is often not possible for either social or health reasons. Reports from both garden owners who took part and visitors were unanimously positive.

Another important element of the charity's promotion of gardens and health is the group of donations voted by the Trustees for beneficiary charities to fund gardens and health projects. Full details can be found in Section 10.

## **17. Community Nursing Report**

In May 2019 a report titled Investing in Quality, the contribution of large charities to future health and care, was published highlighting the long-term commitment of the National Garden Scheme to supporting community nursing and care, and the activities of the nursing charities supported by the National Garden Scheme.

At the launch event at the King's Fund the guest speaker Caroline Dinenege, MP and Minister of State for Care, said:

"This is exactly why community health is at the forefront of the NHS's Long-Term Plan which sets out that integrated out-of-hospital care is needed to provide proactive, preventative and personalised care...I look forward to working with the charitable sector to achieve this."

The report, which is available on the National Garden Scheme website, was commissioned in 2018 to raise awareness of the National Garden Scheme and the importance of its charitable activities. It was also timely in the light of the increasing public focus on community nursing and wider social care.

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Since the report's publication further work has been done in conjunction with the beneficiary charities and a follow-up publication aimed at policy makers is planned for 2020. The key focus of this work will be on areas of joint activity between the charities, end of life care and community nursing.

### **18. Gardens and Tourism**

In 2019 the National Garden Scheme took part in a new initiative by the Department for Digital, Culture, Media and Sport, to promote the value of UK gardens to tourism. The House of Commons DCMS Select Committee held an inquiry to which the National Garden Scheme was among various leading gardening bodies who made submissions. Our submission was quoted in the Select Committee's report which was published in July 2019.

In October 2019 the Chief Executive attended a meeting organised by Helen Whately MP, Minister for Arts, Heritage and Tourism, at which possible improvements to the promotion of gardens for tourism were discussed and where there was agreement that further steps would be taken during 2020.

### **19. Public Benefit**

The Trustees have paid due regard to the Charity Commission's guidance on public benefit in their direction of the charity's activities. The National Garden Scheme's principal activity, the organisation of garden opening, is expressly designed to be available to all.

This activity is also the charity's chief source of fundraising and, from the funds raised by opening gardens, the National Garden Scheme makes annual donations to beneficiary charities whose principal objective is public benefit in the form of nursing, caring or other support for individuals. A list of beneficiary charities is set out in Section 10.

As the charity develops its programme of promoting the benefits of gardens and gardening for public and individual health and wellbeing, the Trustees are confident that the potential for long term public benefit is substantial. The programme intends to demonstrate a combination of specific health benefits for the public as well as potential benefits in reducing the costs of supporting public health.

Most recently, the report on Community Nursing that the Trustees commissioned the King's Fund to produce highlights the contribution of the National Garden Scheme's annual donations by documenting the work of the nursing charities who are the beneficiaries and who use the funds for public benefit.

### **20. Funds held by the National Garden Scheme as Custodian Trustee on behalf of others**

Following the return of the Elsie Wagg Fund to the Queen's Nursing Institute at the end of 2018 (for details see the 2018 Annual Report), during 2019 the final monies of the Elspeth Thompson Bursary Fund were either distributed or earmarked for distribution in 2020. This fund was established by the Board in 2011 with an endowment of £100,000 which has been drawn down in successive years to provide donations for community gardening projects.

From 2019 the Trustees decided this programme would be renamed the Community Gardens Award, in memory of Elspeth Thompson and funded annually, so there would no longer be the requirement for a designated fund. This means that at the end of 2019 the only designated fund is the National Garden Scheme Legacy Fund.

### **21. Constitution, Governance, Structure and Management**

The National Garden Scheme is a company limited by guarantee.

#### Organisation

The aim of the charity is to raise money for national nursing and health charities by opening gardens of quality, character and interest to the public and through receiving donations and other support.

The Directors of the Company are also Charity Trustees for the purpose of charity law under the Company's Articles. The governing body is the Board of Trustees. They are appointed for a period of three years which is renewable by mutual agreement for a possible two further periods, meaning that a Trustee can serve a maximum of nine years. Thereafter they must stand down for at least one year before they can be considered for re-election. There is a maximum 15 Trustees. In addition to the Chairman, Deputy Chairman and Hon Treasurer there are six Regional Chairmen who all have to be active members of a county volunteer team. The other Board members are Independent Trustees who are selected to bring specific skills and experience to the Board.

**THE NATIONAL GARDEN SCHEME  
TRUSTEES' ANNUAL REPORT (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2019**

There are two processes for Trustee selection. Regional Chairmen are nominated by their fellow county team volunteers in their region; nominations are considered by the board and the appointment of the most suitable candidate is made following an interview with the Chairman or Deputy Chairman and the Chief Executive. Independent Trustees are approached individually by either the Chairman or Chief Executive to join the Board on the basis of the particular relevant skills and experience needed by the Board and the charity.

Trustees have the duty to plan and agree policy and to direct the affairs of the charity. They are responsible for good management, setting policy, agreeing the annual report and accounts, maintaining contact with beneficiary charities and agreeing the basis and amount of donations.

The Board elects a Chairman for a term of three years who, as well as chairing the Board, represents the National Garden Scheme and maintains contact with counties, beneficiaries and associated organisations. A Deputy Chairman is similarly elected and supports the Chairman, acting as Chairman in his/her absence. Both positions are renewable for a further three years with the agreement of the Board.

The Executive Committee (made up of Chairman, Deputy Chairman, Hon Treasurer, Chief Executive and one Regional Chairman in rotation) oversees the execution of the Board decisions and deals with matters delegated to it by the Board. This committee monitors the charity's business plan and budget and the running of operations.

The Audit Committee, chaired by the Hon Treasurer, oversees the financial reporting by the Charity on behalf of the Board of Trustees and is responsible for reviewing financial and associated risk.

The Chief Executive is employed by the Board to carry out policy, and to devise and execute the charity's operational strategy. He leads the Head Office staff and together they provide the central operational, finance and marketing functions which assist and support the work of volunteers in county teams with information, advice, supplies and other support.

The rules for the governance of the charity are laid down in the Memorandum and Articles, which were last revised in October 2016. Within this framework, day-to-day aspects including responsibilities and duties of individuals and committees, together with procedures for elections to the Board and similar matters, are set out in Standing Orders. Copies of these documents are available on request.

Trustees who have served during the period and since the period-end are set out on page 13. Trustees are provided with guidelines when appointed and most find it helpful to visit the office at Hatchlands. The office assists them by providing support and personal contact. The office also arranges induction and refresher days for new and existing volunteers which Trustees are able to attend.

#### Governance Update

During 2019 the Trustees initiated a thorough review of the charity's governance in line with Charity Commission guidelines. This work is being taken forward by the Chief Executive and the new Company Secretary. From January 2020 all new Trustees will receive a comprehensive Induction Pack including a Code of Conduct, Trustee Roles and Responsibilities, Declarations of Interest and formal appointment letter amongst others. Throughout 2020 there will be a series of new and revised policies and updated Committee Terms of Reference, as well as updated terms of appointment for the Chairman and other Trustees. These will be presented to the Trustees for approval at successive Board meetings throughout the year with the update being completed at the November 2020 meeting.

THE NATIONAL GARDEN SCHEME  
TRUSTEES' ANNUAL REPORT (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2019

**22. Statement of Trustees' Responsibilities**

Company law requires the Trustees to prepare Financial Statements for each financial period which give a true and fair view of the state of affairs of the company's activities during the period and of its financial position at the end of the 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.
- State whether the policies are in accordance with applicable accounting standards.
- Prepare the financial statements on the going concern basis unless it is not appropriate to presume that the charitable company will continue in operation.

The Trustees are 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 1985. 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. The Trustees confirm that there is no information relevant to the audit of which the auditors are unaware and that the Trustees have taken the necessary steps to ensure they are aware of all relevant audit information and made sure the auditors are aware of it.



A. Martin McMillan OBE  
Chairman of the Board of Trustees

17 March 2020

**THE NATIONAL GARDEN SCHEME  
TRUSTEES' ANNUAL REPORT (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2019**

**Reference and Administrative Information**

**Patron:** His Royal Highness The Prince of Wales

**President:** Mary Berry CBE

**Vice-Presidents:**

Elizabeth Anton; Angela Azis; Ann Budden; Fred Carr; Daphne Foulsham MBE; Heather Skinner, Penny Snell CBE; Michael Toynbee DL.

**Ambassadors:**

Emma Bridgewater CBE; Alan Gray; Joe Swift

**The Board of Trustees**

<b>Chairman:</b>	A. Martin McMillan OBE
<b>Deputy Chairman:</b>	Sue Phipps*
<b>Hon Treasurer:</b>	Andrew Ratcliffe FCA*

Richard Barley, Atty Beor-Roberts, Peter Clay, Susan Copeland\*, Rosamund Davies\*, Maureen Kesteven\*, Susan Paynton\*, Mark Porter\*, Sir Richard Thompson KCVO, Rupert Tyler, Alison Wright\*

*(\*member of an NGS county team)*

All Trustees were in office for the whole of the year except for Alison Wright who was appointed on 23rd January, Richard Barley who was appointed on 25th September, and Susan Paynton who was appointed on 20th November.

**Chief Executive:** George Plumptre

**Head Office**

Hatchlands Park, East Clandon, Guildford, Surrey GU4 7RT

**Auditor**

Gilbert Allen & Co, Churchdown Chambers, Bordyke, Tonbridge, Kent TN9 1NR

**Bankers**

The Co-operative Bank, 9 Prescot Street, London. E1 8AZ

**Solicitors**

Peachey & Co, 95 Aldwych, London WC2B 4JF

**Investment Advisers**

Royal London Asset Management Limited, 55 Gracechurch Street, London EC3V 0RL  
Investec Wealth & Investment Limited, 30 Gresham Street, London EC2V 7QN

**Charity Number 1112664 Company Number 5631421 limited by guarantee**  
**NGS Enterprises Limited Company Number 3862405 limited by guarantee**

**REPORT OF THE INDEPENDENT AUDITOR TO THE TRUSTEES OF  
THE NATIONAL GARDEN SCHEME  
(A COMPANY LIMITED BY GUARANTEE)**

**Opinion**

We have audited the financial statements of The National Garden Scheme Ltd (the 'charitable company') for the year ended 31 December 2019 which comprise the statement of financial activities, statement of financial position, cash flow statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102, the Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2019, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

**Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

**Conclusions relating to going concern**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

**Other information**

The trustees are responsible for the other information. The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

**REPORT OF THE INDEPENDENT AUDITOR TO THE TRUSTEES OF  
THE NATIONAL GARDEN SCHEME  
(A COMPANY LIMITED BY GUARANTEE)**

**Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the strategic report and the trustees' report have been prepared in accordance with applicable legal requirements.

**Matters on which we are required to report by exception**

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

**Responsibilities of trustees**

As explained more fully in the trustees' responsibilities statement in section 20 of the Trustees' Report, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

**Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

**Use of our report**

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



Churchdown Chambers  
Bordyke  
Tonbridge  
Kent TN9 1NR

17 March 2020

J. Duncan FCA  
Senior Statutory Auditor  
for and on behalf of  
GILBERT ALLEN & CO.  
Registered Auditor  
Chartered Accountants

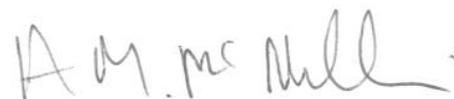
**THE NATIONAL GARDEN SCHEME  
STATEMENT OF FINANCIAL ACTIVITIES (SOFA)  
FOR THE YEAR ENDED 31 DECEMBER 2019**

<b>Total Year to 31.12.2018 £</b>		Notes	Unrestricted Funds £	Designated Funds £	<b>Total Year to 31.12.2019 £</b>
	<b>Income from:</b>				
3,806,499	Garden income		4,023,560	-	4,023,560
349,054	Other fundraising activities	(2)	456,124	-	456,124
134,503	Donations and legacies	(3)	130,008	10,000	140,008
16,758	Investment income	(4)	15,848	11,660	27,508
<u>4,306,814</u>	<b>Total income</b>		<u>4,625,540</u>	<u>21,660</u>	<u>4,647,200</u>
	<b>Expenditure on:</b>				
3,185,410	Charitable activities	(5)	3,234,057	66,218	3,300,275
3,945	Investment management fees		2,848	2,341	5,189
1,082,474	Fundraising activities	(6)	1,070,815	45,114	1,115,929
280,781	Management and administration		293,568	-	293,568
<u>4,552,610</u>	<b>Total expenditure</b>		<u>4,601,287</u>	<u>113,673</u>	<u>4,714,960</u>
(16,538)	<b>Profit on revaluation of investment assets</b>		52,943	30,382	83,325
<u>(262,334)</u>	<b>Net movement in funds</b>		<u>77,196</u>	<u>(61,631)</u>	<u>15,565</u>
876,892	<b>Funds brought forward at 1 January 2019</b>		309,096	305,462	614,558
<u>614,558</u>	<b>Funds carried forward at 31 December 2019</b>		<u>386,292</u>	<u>243,831</u>	<u>630,123</u>

THE NATIONAL GARDEN SCHEME  
Company number 5631421  
STATEMENT OF FINANCIAL POSITION AS AT 31 DECEMBER 2019

31.12.2018 Total £		Notes	Unrestricted Funds £	Designated Funds £	31.12.2019 Total £
6,360	<b>Fixed assets</b>				
	Tangible assets	(10)	3,064	-	3,064
40,326					
	Intangible assets	(10)	41,120	-	41,120
298,772	<b>Financial assets</b>				
345,458	Investments	(11)	1,172,307	252,393	1,424,700
			1,216,491	252,393	1,468,884
	<b>Current assets</b>				
6,154	Stocks of merchandise		3,705	-	3,705
37,046	Trade and other receivables	(12)	86,811	-	86,811
3,372,104	Cash and cash equivalents	(13)	2,279,331	40,843	2,320,174
3,415,304			2,369,847	40,843	2,410,690
	Less:				
	<b>Creditors: amounts falling due within one year</b>				
3,000,000	Funds not yet distributed	(5)	3,165,595	49,405	3,215,000
146,204	Trade and other payables	(14)	34,451	-	34,451
3,146,204			3,200,046	49,405	3,249,451
269,100	<b>Net current ( liabilities) assets</b>		(830,199)	(8,562)	(838,761)
614,558	<b>Net assets</b>		386,292	243,831	630,123
	Represented by:				
309,096	<b>Unrestricted funds</b>		386,292	-	386,292
305,462	<b>Designated funds</b>	(9)	-	243,831	243,831
614,558			386,292	243,831	630,123

Approved by the trustees on 17 March 2020



**A. Martin McMillan**  
Chairman of the Board of Trustees

**THE NATIONAL GARDEN SCHEME  
STATEMENT OF CASHFLOWS  
FOR THE YEAR ENDED 31 DECEMBER 2019**

2018 £		2019 £
(262,334)	<b>Net movement in funds (SOFA page 13)</b>	15,565
3,185,410	Add back Charitable activities	3,300,275
<hr/>		<hr/>
2,923,076	<b>Net movement in funds before charitable activities</b>	3,315,840
40,826	Add back depreciation charge	47,961
2,317	Decrease (Increase) in stock	2,449
(3,649)	(Increase) decrease in debtors	(49,765)
72,431	(Decrease) increase in creditors	(111,753)
<hr/>		<hr/>
3,035,001	<b>Cash generated by operating activities</b>	3,204,732
(3,190,131)	<b>Payments to beneficiaries</b>	(3,068,462)
(108,100)	Designated and restricted fund disbursements	(113,673)
<hr/>		<hr/>
(263,230)	<b>Net cash (consumed) generated by operating activities</b>	22,597
	<b>Investing activities</b>	
(36,685)	Purchase of fixed assets	(47,225)
(277,479)	Purchase of investments	(1,197,723)
444,350	Proceeds from the sale of investments	170,421
<hr/>		<hr/>
130,186		(1,074,527)
(133,044)	<b>(Decrease) in cash and cash equivalents in the year</b>	(1,051,930)
3,505,148	<b>Cash at bank at 1 January 2019</b>	3,372,104
<hr/>		<hr/>
<u>3,372,104</u>	<b>Cash at bank at 31 December 2019</b>	<u>2,320,174</u>

**THE NATIONAL GARDEN SCHEME  
NOTES ON THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2019**

**1. Principal accounting policies**

**(a) Basis of preparation**

These financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and reporting by charities (SORP 2015), and in accordance with Financial Reporting Standard 102 (FRS 102). NGS is a public benefit entity and has applied the relevant public benefit provisions of FRS 102. The Board of the NGS is satisfied that NGS has adequate resources to continue in operation for the foreseeable future and, accordingly, these financial statements have been prepared on the basis that NGS is a going concern.

**(b) Group financial statements**

NGS has a single wholly owned subsidiary, NGS Enterprises Limited, but consolidated financial statements have not been prepared as these would not be materially different from the financial statements of NGS.

**(c) Income recognition**

Garden income, comprising admission charges and the sale of refreshments, plants and other items at a garden opening, is recognised as income when received from the garden owner. Visiting guides revenue, comprising the sale of The Garden Visitor's Handbook and County booklets, is recognised as income at the point of sale. Advertising revenue is recognised as income in the year of the publication in which the relevant advertising appears. Income from other fund raising events is recognised when the event takes place. Sponsorship, donations and legacies are recognised as income when NGS is entitled to the relevant funds. Sale of merchandise is recognised when title to the goods passes.

**(d) Employment benefits**

Short term employment benefits, such as salaries, are recognised as an expense in the year in which the employee renders services to NGS other than for compensated absences for which any such accrual would not be material. Membership of People's Pension, a defined contribution retirement benefit scheme, is offered to all employees of NGS and contributions to that scheme are recognised as an expense in the year to which they relate.

**(e) Fixed assets**

Fixed assets are stated at cost less accumulated depreciation. Leasehold improvements, equipment and computer software costing less than £1,000 are recognised as expenditure in the year of acquisition. Expenditure on all other such fixed assets is capitalised at cost and depreciation is provided on a straight line basis over their expected useful lives as follows:

- Leasehold improvements over the period of the lease
- Equipment and software expenditure over 3 years.

**(f) Stocks**

Stocks of merchandise are valued at the lower of cost or net realisable value.

**(g) Financial assets**

Financial assets, which comprise quoted investments, are stated at fair value.

**(h) Cash and cash equivalents**

Cash includes cash in hand and deposits. Cash equivalents are short term, highly liquid investments (deposits of three months or less) that are readily convertible to known amounts of cash with insignificant risk of change in value.

**2. Other fundraising activities income**

	2018	2019
	£	£
Sale of visiting guides	107,138	65,810
Advertising revenue	194,628	182,441
Other fund raising events	3,758	127,941
Other income	43,530	79,932
	<u>349,054</u>	<u>456,124</u>

**THE NATIONAL GARDEN SCHEME  
NOTES ON THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2019**

<b>3. Donations and legacies</b>	<b>2018</b>		<b>2019</b>	
	£		£	
Sponsorship	109,000		105,000	
Donations	20,503		25,008	
Legacies	5,000		10,000	
	<u>134,503</u>		<u>140,008</u>	
<b>4. Investment income</b>	<b>2018</b>		<b>2019</b>	
	£		£	
Bank interest received	9,161		7,501	
Income from quoted investments	7,597		20,007	
	<u>16,758</u>		<u>27,508</u>	
<b>5. Charitable activities expenditure</b>	Approved at 31.12.2018	Paid in year	Distributions	Approved at 31.12.2019
	£	£	£	£
<b>Nursing Beneficiaries</b>				
The Queen's Nursing Institute	250,000	(250,000)	370,000	370,000
Macmillan Cancer Support	500,000	(500,000)	500,000	500,000
Marie Curie	500,000	(500,000)	500,000	500,000
Hospice UK	500,000	(500,000)	500,000	500,000
Carers Trust	400,000	(400,000)	400,000	400,000
Perennial	130,000	(130,000)	100,000	100,000
Parkinson's UK	185,000	(185,000)	185,000	185,000
Horatio's Garden	75,000	(75,000)	75,000	75,000
Mind	100,000	(100,000)	80,000	80,000
Kids	85,000	(85,000)	-	-
Treloar's	85,000	(85,000)	-	-
ABF The Soldiers' Charity	80,000	(80,000)	80,000	80,000
WRAGS (Work & Retrain as a Gardener Scheme)	65,000	(65,000)	65,000	65,000
National Botanic Garden Wales	20,000	(20,000)	20,000	20,000
Professional Gardeners' Trust	15,000	(15,000)	20,000	20,000
Maggie's Centres	-	-	100,000	100,000
Well Halton	-	-	75,000	75,000
The Patchworking Garden	-	-	20,000	20,000
Greenfingers	-	-	15,000	15,000
Community Gardens	-	-	100,000	100,000
<b>Other Beneficiaries</b>				
Garden Museum	10,000	(10,000)	10,000	10,000
Local charities nominated by garden owners	-	(68,462)	68,462	-
<b>Total Funds for Distribution</b>	<u>3,000,000</u>	<u>(3,068,462)</u>	<u>3,283,462</u>	<u>3,215,000</u>

Distributions to Community Gardens include £49,405 from the Legacy Fund.

Distributions approved at 31 December each year are ordinarily paid in April and June of the following year.

In addition to the distributions set out above other charities raised £322,000 (2018: £269,000) through the sale of refreshments and plants at garden openings organised by the National Garden Scheme.

**THE NATIONAL GARDEN SCHEME  
NOTES ON THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2019**

6. Fundraising activities expenditure	2018	2019
	£	£
Garden opening	526,181	574,928
Marketing, publicity and fundraising events	556,293	541,001
	<u>1,082,474</u>	<u>1,115,929</u>

The expenditure on generating voluntary income was less than £100,000 in both years.

**7. Staff costs, trustees remuneration and interests**

**Key management personnel**

Key management personnel are those persons having authority for planning, directing and controlling the activities of NGS. These comprise members of the Board and the Chief Executive. The total remuneration of the NGS's key management personnel was £96,259 (2018: £95,553) for the year of which £7,150 (2018: £6,287) was employer's pension contributions.

**Board members**

NGS board members are the Trustees of NGS for charitable law purposes. Trustees received no remuneration and waived no remuneration during the year (2018: £nil). Expenses relating to travel and subsistence of £20,280 (2018: £7,609) were reimbursed to 13 (2018:13) Trustees. Of this amount, an equivalent donation of £9,100 (2018: £5,000) was received with gift aid. NGS maintains indemnity insurance for its Trustees, officers and employees at a cost of £1.613 (2018: £1,487).

Staff costs:	2018	2019
	£	£
Salaries	436,808	442,725
Social security and pension costs	54,956	66,266
	<u>491,764</u>	<u>508,991</u>

The average weekly number of employees during the year was:	<u>13</u>	<u>13</u>
---	-----------	-----------

**8. Auditor's remuneration**

Audit of the financial statements	£	£
All other assurance services	6,000	6,000
	<u>-</u>	<u>-</u>

**9. Designated funds**

Designated funds comprise those funds which the Trustees have set aside for specific future purposes.

	31.12.2018	Incoming Resources	Outgoing Resources	Revaluation surplus	31.12.2019
	£	£	£	£	£
The NGS Elspeth Thompson Bursary Fund	16,813	-	(16,813)	-	-
The NGS Legacy Fund	288,649	21,660	(94,519)	30,382	243,831
Investment management fees	-	-	(2,341)	-	-
	<u>305,462</u>	<u>21,660</u>	<u>(113,673)</u>	<u>30,382</u>	<u>243,831</u>

For details of Designated funds see also section (21) of the Trustees Annual report.

Outgoing resources from the Legacy Fund include £49,405 in respect of Community Gardens distributions.

**THE NATIONAL GARDEN SCHEME  
NOTES ON THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2019**

10. Fixed assets	Tangible Equipment	Intangible Software	Total
	£	£	£
Cost at 1 January 2019	24,704	105,650	130,354
Additions in year	-	47,225	47,225
Written off	-	(36,794)	(36,794)
Cost at 31 December 2019	<u>24,704</u>	<u>116,081</u>	<u>140,785</u>
Depreciation at 1 January 2019	18,344	65,324	83,668
Charge in year	3,296	44,665	47,961
Written off	-	(35,028)	(35,028)
Depreciation at 31 December 2019	<u>21,640</u>	<u>74,961</u>	<u>96,601</u>
Net book value at 31 December 2019	<u>3,064</u>	<u>41,120</u>	<u>44,184</u>
Net book value at 31 December 2018	<u>6,360</u>	<u>40,326</u>	<u>46,686</u>

Fully depreciated intangible software written off relates to the NGS website which has been renewed during the year.

11. Financial assets	2018	2019
	£	£
Unrestricted Funds		
Fair value at 1 January 2019	-	-
Additions	-	1,169,798
Disposals	-	(50,434)
Increase in value in the year	-	52,943
Fair value at 31 December 2019	<u>-</u>	<u>1,172,307</u>
Investments at fair value comprised:		
Fixed interest	-	420,729
UK equities	-	240,636
Overseas equities	-	263,020
Alternative assets	-	179,289
Property	-	68,633
Fair value at 31 December 2019	<u>-</u>	<u>1,172,307</u>
Designated Funds		
Fair value at 1 January 2019	455,267	298,772
Additions	277,479	27,925
Disposals	(417,436)	(104,686)
Increase (Decrease) in value in the year	(16,538)	30,382
Fair value at 31 December 2019	<u>298,772</u>	<u>252,393</u>
Investments at fair value comprised:		
Fixed interest	52,553	39,234
UK equities	83,906	75,524
Overseas equities	105,557	95,694
Alternative assets	42,339	29,811
Property	14,417	12,130
	<u>298,772</u>	<u>252,393</u>

**THE NATIONAL GARDEN SCHEME  
NOTES ON THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2019**

<b>12. Trade and other receivables</b>	<b>2018</b>	<b>2019</b>
	£	£
Trade debtors	2,545	14,390
Prepayments	34,500	67,390
HMRC - VAT	-	5,030
NGS Enterprises Limited	1	1
	<u>37,046</u>	<u>86,811</u>
 <b>13. Cash and cash equivalents</b>	 <b>2018</b>	 <b>2019</b>
	£	£
Co-operative Bank	243,613	133,080
Royal London Cash Management	3,123,457	2,153,058
Investec Wealth and Investment	5,034	34,036
	<u>3,372,104</u>	<u>2,320,174</u>
 <b>14. Trade and other payables</b>	 <b>2018</b>	 <b>2019</b>
	£	£
Trade creditors	17,006	260
Accruals	11,900	20,506
HMRC - VAT	18,926	-
Deferred income	15,214	10,034
Other creditors	8,060	3,651
Unrestricted Funds	<u>71,106</u>	<u>34,451</u>
Restricted Funds	75,098	-
<b>Total</b>	<u>146,204</u>	<u>34,451</u>

The Restricted Funds creditors as at 31 December 2018 relates to the balance on the Elsie Wagg Fund which was paid over to the Queen's Nursing Institute in the year.

**15. Lease obligations**

At 31 December 2019 the Charitable Company had an annual commitment under a non-cancellable operating lease (property rental ) as set out below:

	<b>2018</b>	<b>2019</b>
	£	£
Operating lease which expires:		
Within one year	14,000	14,000
Within two to five years	51,042	37,042
	<u>65,042</u>	<u>51,042</u>