

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

I report on the accounts of the Charity for the year ended 31<sup>st</sup> October 2022 which are set out on the attached pages.

### **RESPECTIVE RESPONSIBILITIES OF THE TRUSTEES AND EXAMINER**

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

It is my responsibility to:-

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

### **BASIS OF INDEPENDENT EXAMINER'S REPORT**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts,

and seeking explanations from you as trustees concerning any such matters. The procedure undertaken do not provided all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.


### **INDEPENDENT EXAMINER'S STATEMENT**

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

1. Which gives me reasonable cause to believe that in any material aspect the requirements to keep accounting record in accordance with Section 386 of the Companies Act 2006; and to prepare accounts which accord with the accounting records and to comply with the accounting requirements of Section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice; Accounting and Reporting by Charities have not been met ; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**W.GLYNNE OWEN & CO LIMITED**

Signed



**CHARTERED ACCOUNTANTS  
2 CARADOG VILLAS  
GLANHWFA ROAD  
LLANGFNI, ANGLESEY LL77 7ED**

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

1	ROC
2	CC
3	Minutes
<del>4</del>	Treasure
5	Examiners

Notice is given that the Annual General Meeting of South and South East in Bloom will be held at 124 Gravel Hill, Croydon CR0 5BF, at 10.30 am precisely on 24<sup>th</sup> March 2023 for the following purposes only:

1. To receive, and, if agreed, to approve, the Annual Report and Accounts of the Trustees for 2022
2. To consider and, if agreed, elect those of the retiring Trustees who are willing to continue for a further year
3. To consider and, if agreed, elect new Trustees who have been nominated and have signified their consent
4. To consider any resolution notified to the Company Secretary in advance of the meeting.

By Order of the Council of Trustees

17<sup>th</sup> February 2023

Geoffrey R Hyde, Company Secretary

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## **SOUTH AND SOUTH EAST IN BLOOM**

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

### **20th ANNUAL REPORT AND ACCOUNTS**

For the year ended 31<sup>st</sup> October 2022

The original South East in Bloom organised annual competitions that the councils, schools, commercial interests, and residents, of the cities, towns and villages of Kent, East & West Sussex, and Surrey, could enter. South and South East in Bloom now cover this original area, plus Hampshire and the Isle of Wight, East Dorset, North Dorset, and East Wiltshire.

Awards are given for horticultural and gardening excellence, environmental responsibility, and community involvement. Some winners go forward into the National Finals of Britain in Bloom.

## **SOUTH AND SOUTH EAST IN BLOOM**

### **ANNUAL REPORT for the year ended 31 October 2022**

#### **Legal and Administrative Details**

##### **TRUSTEES**

Peter Holman	Chairman
Jean Griffin	Deputy Chairman
Ruth Gowney	
Geoff Hyde	Company Secretary
Ian Hyde	
Kevin Taitt	retired 16 January 2022, re-elected 20 May 2022
Ian White	elected 7 October 2022
Molly Louise White	elected 7 October 2022

##### **CAMPAIGN MANAGERS**

Anne Holman  
Kate Harris

##### **PRINCIPAL ADDRESS and REGISTERED OFFICE**

124 Gravel Hill  
Croydon  
CR0 5BF

##### **BANKERS**

CafCash Limited  
West Malling  
Kent

##### **REPORTING ACCOUNTANT**

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

## **SOUTH AND SOUTH EAST IN BLOOM**

### **TRUSTEES' REPORT for the year ended 31st October 2022**

#### **Charitable Objectives**

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

#### **Governance**

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

#### **Aim of South and South East in Bloom for 2022**

The aims of South & South East in Bloom for 2022 were to secure sufficient funds to cover the planned expenditure, bring participation back to pre-pandemic levels, update the judging and assessment criteria to meet the needs of a changing climate, and further develop the role of Ambassadors in encouraging community participation. Securing and training judges and assessors to meet the needs of an anticipated increase in entrants.

#### **Achievements in 2022**

Achieved participation equal to pre-pandemic levels with grateful thanks being expressed by entrants that the campaign had continued during the lockdown years. The role of Ambassadors was further developed, and a seminar for judges and entrants was held jointly with London in Bloom and the RHS; modifications to the judging criteria took account of environmental considerations being a major theme. It proved extremely difficult to source funds, despite the efforts of the Trustees, which were below expectations.

#### **Objectives for 2022 and 2023**

These were the 2022 objectives, and will continue through 2023

1. To enhance the Trustee board by seeking additional trustees who would bring additional skills expertise, experience and range to the board.
2. All Trustees and Ambassadors to seek sponsors, grants, donors etc. to ensure the viability of South & South East in Bloom
3. Adapt to the changes that climate change brings through updated judging and assessment criteria.
4. Participate in Britain in Bloom Federation meetings and workshops to agree common objectives across the regions of Britain in Bloom and to ensure Bloom remains relevant and achievable for its participants.

5. Develop and enhance our regional objectives wherever possible and increase participation across all areas of the Region(s).
6. Provide mentoring where possible supporting an increase participants understanding of future gardening methods and needs to help reduce the effects of climate change in the charity's region
7. Ensure all Trustees continue to play a full role in future of Bloom, safeguarding the excellent governance and fiscal management already achieved.
8. To further develop the county ambassadors' team. Note: Ambassadors function as advisors to Trustees and support entries in their respective counties.
9. Ensure sufficient judges and assessors are available to meet the planned increased participation and ensure that judges and assessors meet the standards of a representative of South & South East in Bloom and Bloom overall.
10. Seek a second high profile Patron to help with raising public awareness of Bloom and support the work of the charity.

### **Public Benefit Statement**

The Region's general public, including residents and visitors, benefit from raising standards of beautification, greening, and environmental responsibility, which results from entries across the Region taking part in our campaign. Not only Councils and voluntary community groups, but businesses and individuals too present and manage their areas; recognition is given for the standards achieved, with feedback given to enable further development.

### **Financial Position**

The reserves at the year end are at the minimum, and as stated above, additional funds must be identified and achieved if the activities are to continue and the organisation remain solvent. All Trustees are fully aware of the need to obtain new sources of funds for the 2023 operations and have promised their best endeavours.

Expenditure was kept to the very minimum. The software system for on-line registration, judging and awards continued to work well, and did not need any major upgrade. It was not necessary to replace any computers or printers, thankfully. The Joint Campaign Manager offered to forego £3,000 of her agreed fee to help with the difficult situation, which was most gratefully accepted with many thanks.

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

### **Risk Management**

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

### **Reserves Policy**

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

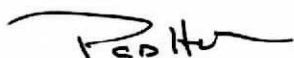
## Statement of Trustees Responsibilities

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

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

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

On behalf of the Trustees



Peter G D Holman .Trustee & Chairman



Geoffrey R Hyde .Trustee/Treasurer

2<sup>nd</sup> December 2022

**SOUTH AND SOUTH EAST IN BLOOM**  
**Balance Sheet as at 31st October 2022**

	Note	2022	2021
		<u>£.00</u>	<u>£</u>
<b>FIXED ASSETS</b>	6	<u>0.00</u>	<u>0</u>
<b>CURRENT ASSETS</b>			
Cash at Bank		9,273.74	9,386
Debtors	7	20.00	0
		9,293.74	9,386
Creditors-Amounts falling due within one year	7	(1,570.19)	(1,515)
<b>NET CURRENT ASSETS</b>		<u>7,723.55</u>	<u>7,871</u>
<b>TOTAL NET ASSETS</b>		<u><b>£7,723.55</b></u>	<u><b>£7,871</b></u>
<b>RESERVES:</b>			
General Reserve		7,723.55	7,871
Designated Reserve -			
Award Ceremony	5	0.00	0
<b>TOTAL RESERVES</b>		<u><b>£7,723.55</b></u>	<u><b>£7,871</b></u>

For the year ending 31 October 2022 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

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

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

Approved by the Trustees on xxxxxxxx

Peter G D Holman.....Trustee

Geoffrey R Hyde.....Trustee



**SOUTH AND SOUTH EAST IN BLOOM**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
For the year ended 31 October 2022

	Note 1 & 2	General Fund 2022 £.00	General Fund 2021 £
<b>INCOMING RESOURCES</b>			
<b>Incoming resources from generated funds</b>			
Voluntary Income		11,589.74	13,208
Activities for generating funds		0.00	0
Bank interest		3.98	0
Incoming resources from charitable activities		14,839.81	9,382
<b>TOTAL INCOMING RESOURCES</b>		<b>26,433.53</b>	<b>22,590</b>
<b>RESOURCES EXPENDED</b>			
	3 & 4		
Charitable Activities		26,268.07	17,649
Governance		313.00	263
<b>TOTAL CHARITABLE EXPENDITURE</b>		<b>26,581.07</b>	<b>17,912</b>
<b>NET RESOURCES FOR THE YEAR</b>		<b>(147.54)</b>	<b>4,678</b>
		Deficit	Surplus
General reserve brought forward 1/11/20		7,871.09	3,193
Transfer from designated reserve:			
Award ceremony	5	0.00	0
<b>GENERAL RESERVE C/FWD 31/10/22</b>		<b>£7,723.55</b>	<b>£7,871</b>

## **SOUTH AND SOUTH EAST IN BLOOM**

### **NOTE TO THE FINANCIAL STATEMENTS**

**Year ended 31<sup>st</sup> October 2022**

#### **1. ACCOUNTING POLICIES**

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

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

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

#### **2. SPONSORSHIP**

We gratefully acknowledge the Sponsorship of Wilderness Garden and D W Smith at a time when our finances were under huge pressure.

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

#### **3. DISCLOSURE OF PAYMENTS TO "RELATED PERSONS."**

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

#### **4. DISCLOSURE OF EXPENSES PAID TO TRUSTEES/DIRECTORS.**

A total of £Nil (2021£Nil) has been reimbursed to Trustees/Directors, representing their mileage allowance and subsistence when judging the entrants, and when on the ordinary course of the business of the charity.

## 5. DESIGNATED FUNDS – AWARDS CEREMONY RESERVE

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

## 6. FIXED ASSETS

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

	Cost	Dep'n b/f	Dep'n 2022	Total Dep'n	Net Bk Value
Computer Mar 18	289.00	289.00	0.00	289.00	Written off
Projector Mar 18	358.00	358.00	0.00	358.00	Written off
Computer Jly 18	1043.00	1043.00	0.00	1043.00	0.00
Total	£1690.00	£1690.00	£0.00	£1690.00	£0.00

## 7. DEBTORS AND CREDITORS

Only one amount of £20 is due for the 2022 Awards, not in dispute. There were no Debtors for 2021.

Creditors comprise £1,179.19 for the 2022 Awards event, £41 for Software, and £350 Fee for the Reporting Accountant. For 2021 there was £1,164.50 of prepaid entrance fees – all used in 2022 – and £350 Fee for the Reporting Accountant.

SOUTH AND SOUTH EAST IN BLOOM - TRUSTEES MANAGEMENT ACCOUNTS 2022

INCOME	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Actual
Sponsor Sth Water/SE Water		10,000.00	0.00	5,500.00	
Sponsor London Airport Gatwick	29,600.00	20,000.00	20,000.00		
Sponsor Amberol		900.00	900.00	900.00	
Sponsor Dorking				600.00	
Sponsors Denmans& W'being				300.00	
Sponsor Wildemess Gdn					900.00
Sponsor D W Smith					487.50
Other Sponsors					
Entrants Fees	12,520.00	11,670.00	3,848.59	9,382.00	13,704.87
Seminar Fees	860.00	1,245.00	0.00		1,134.94
Awards Extra Places	8,645.00	7,274.41	0.00		2,971.27
Donations			75.41	57.60	1,250.97
Gift Aid	241.50		0.00		
Collection for Perennial	1,012.30	568.54	0.00		
Neighbourhoods	6,435.00	7,735.00	0.00	5,850.00	5,980.00
Bank Interest					3.98
<b>TOTAL</b>	<b>59,313.80</b>	<b>59,392.95</b>	<b>24,824.00</b>	<b>22,589.60</b>	<b>26,433.53</b>
<b>EXPENDITURE</b>					
Annual Awards	18,821.61	17,552.91	205.00	835.73	3,747.87
Awards Deposit for 2020 (Note 1)			3,174.39	see below	
Seminars	1,218.04	2,706.82	0.00	0.00	13.65
Committee Meetings	314.93	350.50	369.10	40.00	195.50
Software/Web Development	2,110.09	4,723.22	5,343.34	2,034.24	2,530.74
Insurance	324.20	336.97	336.96	364.83	382.63
Judging General	4,112.03	3,996.57	28.90	600.81	1,113.05
Mileage PH	1,554.63	1,665.43	976.07		
Other travel	649.95	789.07	162.46		
Campaign Manager - current year	20,000.00	20,500.00	20,500.00	15,610.00	17,250.00
addl - current year only	3,000.00	1,500.00	0.00	0.00	0.00
Office consumables	1,130.49	940.82	349.73	616.64	174.77
Postage, Printing, Stationery etc	203.36	327.22	185.79	159.19	198.86
Telephone	408.00	408.00	384.00	360.00	360.00
Newsletters					
Subscriptions Parish Councils			120.00		
Bank Charges		60.00	60.00	90.50	87.00
Other/Misc	60.00				
Publicity					214.00
Filing Ann Returns and Reporting Accountants Fee	379.95	350.00	363.00	263.00	313.00
Government Compliance		440.60	0.00		
Collected for Perennial	1,012.30	568.54	0.00		
Depreciation	362.00	697.00	746.00	111.00	0.00
<b>TOTAL</b>	<b>55,661.58</b>	<b>57,914.67</b>	<b>33,304.74</b>	<b>21,085.94</b>	<b>26,581.07</b>
<b>MARGIN</b>	<b>3,652.22</b>	<b>1,478.28</b>	<b>(8,480.74)</b>	<b>1,503.66</b>	<b>(147.54)</b>
General reserve b/f	6,543.29	10,195.51	11,673.79	3,193.05	7,871.09
Awards Deposit for 2020 (Note 1)				3,174.38	
General reserve c/f	<b>£10,195.51</b>	<b>£11,673.79</b>	<b>£3,193.05</b>	<b>£7,871.09</b>	<b>£7,723.55</b>

Note 1 above

The deposit was paid before the COVID pandemic in the expectation of the usual Annual Awards at AMEX

The event could not be held. AMEX will not refund, but have agreed to carry forward to 2021.

As the awards situation in 2021 cannot be established for some time, and it could be that it will not be used, the expenditure has been written off in 2020.

However, AMEX finally agreed to refund in full in 2021.

SOUTH AND SOUTH EAST IN BLOOM									
Summary Balance Sheet at 31 October for Trustees Management Accounts									
		2018		2019		2020		2021	2022
Fixed Assets per schedule:									
Cost		2,059.00		2,059.00		1,690.00		1,043.00	1,043.00
Depreciation		505.00		1,202.00		1,579.00		1,043.00	1,043.00
Net Book Value c/fwd		1,554.00		857.00		111.00		0.00	0.00
Total Fixed Assets		1,554.00		857.00		111.00		0.00	0.00
Balance at Bank		11,231.51		11,813.38		6,322.05		9,385.59	9,273.74
Petty Cash in Hand		0.00		0.00		0.00		0.00	0.00
Debtors - see Note 1									
RHS for IYN	0.00		1,040.00		0.00		0.00		0.00
Debtors - Awards Extra Places etc	760.00	760.00	313.41	1,353.41	0.00	0.00	0.00	0.00	20.00
Creditors									
Awards									1,179.19
Software Maint	0.00		see note		0.00		0.00		41.00
Campaign Management	3,000.00		2,000.00		0.00		0.00		0.00
Rec'd and carried fwd to next year					2,540.00		1,164.50		0.00
Examiner	350.00	(3,350.00)	350.00	(2,350.00)	700.00	(3,240.00)	350.00	(1,514.50)	350.00
Net Total Assets		£10,195.51		£11,673.79		£3,193.05		£7,871.09	£7,723.55
Reserves b/fwd									
General		6,543.29		10,195.51		11,673.79		3,193.05	7,871.09
Surplus/(Deficit) for the year		3,652.22		1,478.28		(8,480.74)		1,503.66	(147.54)
Awards Deposit 2020 refund								3,174.38	0.00
Reserves c/fwd		£10,195.51		£11,673.79		£3,193.05		£7,871.09	£7,723.55
Note 1 above									
<p>The deposit was paid before the COVID pandemic in the expectation of the usual Annual Awards at AMEX. The event could not be held. AMEX will not refund, but have agreed to carry forward to 2021. As the awards situation in 2021 cannot be established for some time, and it could be that it will not be used, the expenditure of £3,174 has been written off in 2020. However, AMEX finally agreed to refund in full in 2021.</p>									

## SSEIB Trustees Management Accounts Year ended 31 Oct 2022 VERSION ONE @ 30/9/22

## Schedule of Fixed Assets SSEIB

	Cost	Deprecn B/fwd	Deprec, This year	Total Deprecn	Net Book Value	Deprec, This year	Total Deprecn	Net Book Value
		2021	2021	2021	2021	2022	2022	2022
Laptop Aug 2016	written off							
Laptop Mar 18	289.00	289.00			nil - writtten off			
Projector Mar 18	358.00	358.00			nil - written off			
Laptop July 18	1,043.00	932.00	111.00	1,043.00	0.00	0.00	1,043.00	0.00
	<b>£1,690.00</b>	<b>£1,579.00</b>	<b>£111.00</b>	<b>£1,043.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£1,043.00</b>	<b>£0.00</b>