

# VENTNOR BOTANIC GARDEN Friends' Society

Reg. Charity No. 1174751

## Legal and Administration Information for the Year ended 30th September 2022

Trustees: Sally Elizabeth Peake

Caroline Jane Peel Jennifer Jane Parker Valerie Jean Pitts

**Timothy William Woodcock** 

Committee:

John Bagshawe Chairman to April 2022 Valerie Pitts Chairman from April 2022

Peter Coleman
Timothy Woodcock
Jennifer Parker
Deputy Chairman
Hon Treasurer
Secretary

Sally Peake

Rosemary Stewart Rosalind Whistance

Colin Smith Anne Hornett Bridgette Sibbick

President: Mike Fitt

Charity No: 1174751

Bankers: NatWest Bank plc

Ryde, Isle of Wight PO332PL

Independent Examiner: Roger E Sim



# VENTNOR BOTANIC GARDEN Friends' Society

Reg. Charity No. 1174751

## Trustees' Annual Report for the Year ended 30th September 2022

The Trustees present their report along with the financial statements of the Society for the year ended 30th September 2022. The financial statements comply with the Charities Act 1993 and the Charities SORP 2005.

#### Structure, Governance and Management

Ventnor Botanic Garden Friends' Society is a Charitable Incorporated Organisation (Charity Number 1174751) established in September 2017 following the winding up of the previous body which was first established as a registered charity in 1996. As a membership organisation, the work of the Society is overseen by a Committee of Trustees with further elected and co-opted Committee members.

Ventnor Botanic Garden Friends' Society is an affiliated member of The Royal Horticultural Society, the national garden charity for Great Britain.

#### Committee 2021 - 2022

John Bagshawe Chairman to April 2022
Valerie Pitts Chairman from April 2022

Peter Coleman Deputy Chairman

Timothy Woodcock Treasurer Jennifer Parker Secretary Sally Peake Events

Rosemary Stewart Communications
Rosalind Whistance Editor, Ventnorensis

Colin Smith Webmaster

Anne Hornett Membership Secretary

Bridgette Sibbick Events



# VENTNOR BOTANIC GARDEN Friends' Society

Reg. Charity No. 1174751

#### **Objectives and Activities of the Society**

The Society's objectives are to advance public education in botany, horticulture, ecology and environmental science at Ventnor Botanic Garden, and in furtherance of the objects in particular but not exclusively by:

- (a) Holding lectures, discussions, demonstrations, workshops and seminars;
- (b) Maintaining and developing a reference library of horticulture books and journals;
- (c) Promoting and encouraging school visits and guided tours to further the education of all age groups;
- (d) Giving horticultural assistance in Ventnor Botanic Garden under the direction and with the agreement of the Curator, and practical assistance to all staff through volunteering opportunities;
- (e) Raising funds for specific projects within Ventnor Botanic Garden.

#### **Achievements and Performance**

In 2021 - 2022 Ventnor Botanic Garden Friends' Society carried out activities as follows:

From October 2021 to September 2022 the Ventnor Botanic Garden Friends' Society continued to support the Garden even though, with no prospect of restoration of the Gift Aid programme, our income remains much reduced. We make a large donation to VBG CIC to cover the cost of the part-time employment of a skilled trainer/mentor to facilitate the support of Volunteers within the Garden, and who contributes to the work of the Garden in many other ways. The Friends' Society also allocates funds for the purchase of trees and shrubs when appropriate applications are received, which this year included an unusual hybrid palm tree planted to celebrate the 50<sup>th</sup> anniversary of the Garden.

Friends' activities continue to support and encourage retention of the Garden volunteers.

Additional activities, which are part of our educational objects, are organised for the benefit of members and are also open to members of the public. They were still subject to Covid restrictions at the beginning of the period, but we were able to hold an exhibition of botanical paintings in October and, from May 2022, were able to recommence Botany Club walks, which continued throughout the summer.



# VENTNOR BOTANIC GARDEN Friends' Society

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An outing to RHS Wisley was organised in June and we were finally able to plan for our annual Café Botanique lecture cycle which recommenced in September 2022. A new initiative this year saw a task force of Members come to the aid of Ventnor Town Council by taking over the tidying and ongoing maintenance of flower beds at the entrance to their Council office building. This enhances the public's enjoyment of that area and also serves to raise awareness of The Friends and of Ventnor Botanic Garden.

Fund raising activities included several plant sales, soup lunches and donations at walks and talks. We are very grateful for the large input of time by all those Members that makes these events possible.

Two issues of *Ventnorensis*, our highly-valued colourful and informative magazine for members, were produced. Our website continues to be a promotional tool for events, along with regular e-mails for members.

Consideration of the requirements of the General Data Protection Regulations (GDPR) has been reviewed to ensure compliance and a review of Governance has commenced.

Valerie Jean Pitts

Chairman

18<sup>th</sup> June 2023



Ventnor Botanic Garden Friends Society CIO			Charity No	. 1174751
Accounts for the pe			riod	
Period start date	Period end date	09/30/2022		

### Section A

### Statement of financial activities

Recommended categories by activity	Unrestricted funds	Restricted income funds		Total funds £	Prior year funds £
Incoming resources (Note 3)					
Income and endowments from:					
Donations and legacies	10,010	210	-	10,220	28,032
Charitable activities	-	-	-	-	-
Other trading activities	7,274	-	-	7,274	3,285
Investments	57	-	-	57	20
Separate material item of income	-	-	-	-	-
Other	-	-	-	-	-
Total	17,341	210	-	17,551	31,337
Resources expended (Note 4)					
Expenditure on:					
Raising funds	3,378	-	_	3,378	1,924
Charitable activities	9,285	-	-	9,285	29,964
Separate material item of expense	-	-	-	-	-
Other	3,237	_	_	3,237	2,841
Total	15,900	-	-	15,900	34,729
	25,555				3 1,1 23
Net income/(expenditure) before investment gains/(losses)	1,441	210	-	1,651	(3,392)
Net gains/(losses) on investments	-	-	-	-	-
Net income/(expenditure)	1,441	210	-	1,651	(3,392)
Extraordinary items	-	-	-	-	-
Transfers between funds	-	-	-	-	-
Other recognised gains/(losses):					
Gains and losses on revaluation of fixed assets for the charity's own use	-	-	-	-	-
Other gains/(losses)	- 1 443	-	-	- 1 651	(2, 202)
Net movement in funds	1,441	210	-	1,651	(3,392)
Reconciliation of funds:					
Total funds brought forward	(35,011)	11,503	-	(23,508)	(20,116)
Total funds carried forward	(33,570)	11,713	-	(21,857)	(23,508)

### **Balance sheet**

Fived seeds	funds £	funds £		Total this year £
Fixed assets				
Intangible assets	-	-	-	-
Tangible assets	-	-	-	_
Heritage assets	-	-	-	_
Investments	-	-	-	-
Total fixed assets	-	-	-	-
Current assets				
Stocks	220	-	-	220
Debtors (Note 6)	3,504	-	_	3,504
Investments	-	-	-	_
Cash at bank and in hand (Note 8)	59,884	22,787	-	82,671
Total current assets	63,608	22,787	-	86,395
Creditors: amounts falling due within one year (Note 7)  Net current assets/(liabilities)  Total assets less current liabilities		22,787	-	7,840 78,555 78,555
Creditors: amounts falling due after one year (Note 7) Provisions for liabilities			-	
Total net assets or liabilities Funds of the Charity	55,768	22,787	_	78,555
Endowment funds	<u>-</u>			-
Restricted income funds (Note 9)		22,787		22,787
Unrestricted funds (Note 9) Revaluation reserve	55,768		-	55,768 -
Total funds	55,768	22,787	-	78,555

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name
-----------	------------

#### Total last year £

	-
	-
	-
	-
	-

350
4,706
-
89,629
94,685

17,781

76,904

76,904

-

76,904

22,671 54,233 -76,904

Date of approval dd/mm/yyyy

#### 1.4 Changes to accounting estimates

No changes to accounting estimates have occurred in the reporting period (3.46 FRS 102 SORP).

_		
Yes*	✓	* Tick as appropriate
No*		* -Tick as appropriate

#### 1.5 Material prior year errors

No material prior year errors have been identified in the reporting period (3.47 FRS 102 SORP).

Yes*	✓	* -Tick as appropriate
No*		The as appropriate

#### Note 2 2.1 INCOME

#### **Accounting policies**

This standard list of accounting policies has been applied by the charity except for those ticked "No" or "N/a". Where a different or additional policy has been adopted then this is detailed in the box below.

#### **Recognition of income**

These are included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- · it is more likely than not that the trustees will receive the resources; and
- the monetary value can be measured with sufficient reliability.

Offsetting

Legacies

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.

**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).

In the case of performance related grants, income must only be recognised to the extent that the charity has provided the specified goods or services as entitlement to the grant only occurs when the performance related conditions are met (5.16 FRS 102 SORP).

Legacies are included in the SOFA when receipt is probable, that is, when there has been grant of probate, the executors have established that there are sufficient assets in the estate and any conditions attached to the legacy are either within the control of the charity or have been met.

**Government grants** The charity has received government grants in the reporting period

Tax reclaims on donations and gifts

Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

Contractual income and performance related grants

This is only included in the SoFA once the charity has provided the related goods or services or met the performance related conditions.

**Donated goods** 

Donated goods are measured at fair value (the amount for which the asset could be exchanged) unless impractical to do so.

The cost of any stock of goods donated for distribution to beneficiaries is deemed to be the fair value of those gifts at the time of their receipt and they are recognised on receipt. In the reporting period in which the stocks are distributed, they are recognised as an expense at the carrying amount of the stocks at distribution.

Donated goods for resale are measured at fair value on initial recognition, which is the expected proceeds from sale less the expected costs of sale, and recognised in 'Income from other trading activities' with the corresponding stock recognised in the balance sheet. On its sale the value of stock is charged against 'Income from other trading activities' and the proceeds from sale are also recognised as 'Income from other trading activities'.

Goods donated for on-going use by the charity are recognised as tangible fixed assets and included in the SoFA as incoming resources when receivable.

Gifts in kind for use by the charity are included in the SoFA as income from donations when receivable.

Donated services and facilities

Support costs

Donated services and facilities are included in the SOFA when received at the value of the gift to the charity provided the value of the gift can be measured reliably.

Donated services and facilities that are consumed immediately are recognised as income with an equivalent amount recognised as an expense under the appropriate heading in the SOFA.

the 501

The charity has incurred expenditure on support costs.

**Volunteer help**The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Income from interest, royalties and dividends

This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.

**Income from membership** Membership subscriptions received in the nature of a gift are recognised in Donations and **subscriptions** Legacies.

_ <u> </u>		
Yes	No	N/a
<b>✓</b>		
Yes	No	N/a
✓		
Yes	No	N/a
<b>√</b>		
Yes	No	N/a
		✓
Yes	No	N/a
		✓
Yes	No	N/a
✓		
Yes	No	N/a
✓		
Yes	No	N/a
✓		
Yes	No	N/a
		<b>√</b>
Voc	No	N/a
Yes	No	N/a
		✓
Yes	No	N/a
l		✓

Yes

Yes

Yes

Yes

Yes

Yes

Yes

1

No

No

No

Nο

Nο

Nο

No

N/a

N/a

N/a

N/a

N/a

N/a

N/a

No

N/a

	Membership subscriptions which gives a member the right to buy services or other benefits are recognised as income earned from the provision of goods and services as	Yes	No	N/a
	income from charitable activities.	Van	L N	<b>√</b>
Settlement of insurance claims	Insurance claims are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP) and are included as an item of other income in the SoFA.	Yes	No	N/a ✓
Investment gains and	This includes any realised or unrealised gains or losses on the sale of investments and	Yes	No	N/a
losses	any gain or loss resulting from revaluing investments to market value at the end of the year.			✓
2.2 EXPENDITURE	AND LIABILITIES			
Liability recognition	Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.		No	N/a
Governance and suppor	Support costs have been allocated between governance costs and other support.	Yes	No	N/a
costs	Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.		✓	
	Support costs include central functions and have been allocated to activity cost	Yes	No	N/a
	categories on a basis consistent with the use of resources, eg allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.		✓	
Grants with performance	Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the	Yes	No	N/a
conditions	recipient of the grant has provided the specified service or output.			<b>✓</b>
Grants payable without performance conditions	Where there are no conditions attaching to the grant that enables the donor charity to realistically avoid the commitment, a liability for the full funding obligation must be	Yes	No	N/a
performance conditions	recognised.			<b>✓</b>
Redundancy cost	The charity made no redundancy payments during the reporting period.	Yes	No	N/a ✓
Deferred income	No material item of deferred income has been included in the accounts.	Yes	No	N/a
Deferred income	No material item of deferred income has been included in the accounts.			<b>✓</b>
Creditors	The charity has creditors which are measured at settlement amounts less any trade discounts	Yes	No	N/a
Provisions for liabilities	A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the	Yes	No	N/a
Basic financial	reporting date The charity accounts for basic financial instruments on initial recognition as per	Yes	No	N/a
instruments	paragraph 10.7 FRS102 SORP. Subsequent measurement is as per paragraphs 11.17 to 11.19, FRS102 SORP.		NO	IV/a  ✓
2.3 ASSETS Tangible fixed assets for	These are capitalised if they can be used for more than one year, and cost at least £1,00	00		
use by charity		Yes	No	N/a
	They are valued at cost.	✓		
Intangible fixed assets	The depreciation rates and methods used are disclosed in note 9.2.  The charity has intangible fixed assets, that is, non-monetary assets that do not have	Voc	No	N/o
mangisic fixed assets	physical substance but are identifiable and are controlled by the charity through custody or legal rights. The amortisation rates and methods used are disclosed in note 9.5	Yes	No	N/a
				<b>✓</b>
	They are valued at cost.	Yes	No	N/a ✓
Heritage assets	The charity has heritage assets, that is, non-monetary assets with historic, artistic,	Yes	No	N/a
	scientific, technological, geophysical or environmental qualities that are held and maintained principally for their contribution to knowledge and culture. These have no cost as they were donated and so are not depreciated.	<b>✓</b>		
		Yes	No	N/a
	They are valued at cost.	✓		
Investments	Fixed asset investments in quoted shares, traded bonds and similar investments are valued at initially at cost and subsequently at fair value (their market value) at the year end. The same treatment is applied to unlisted investments unless fair value cannot be	Yes	No	N/a
	measured reliably in which case it is measured at cost less impairment.	Yes	No	√ N/a
	Investments held for resale or pending their sale and cash and cash equivalents with a maturity date of less than 1 year are treated as current asset investments	103	INU	√ V
Stocks and work in	Stocks held for sale as part of non-charitable trade are measured at the lower or cost or net	Yes	No	N/a
progress	realisable value.	Voc	No.	√ N/2
	Goods or services provided as part of a charitable activity are measured at net realisable value based on the service potential provided by items of stock.	Yes	No	N/a

Debtors

Current asset investments

Work in progress is valued at cost less any foreseeable loss that is likely to occur on the contract.

Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

The charity has investments which it holds for resale or pending their sale and cash and cash equivalents with a maturity date less than one year. These include cash on deposit and cash equivalents with a maturity date of less than one year held for investment purposes rather than to meet short term cash commitments as they fall due.

They are valued at fair value except where they qualify as basic financial instruments.

Yes	No	N/a
		<b>√</b>
Yes	No	N/a
<b>✓</b>		
Yes	No	N/a
<b>✓</b>		
Yes	No	N/a

Section C	Notes to the ac	counts				(cont)
Note 3	Analysis of income					
	Analysis of meome	Unrestricted funds	Restricted income funds		Total funds	Prior year
	Analysis				£	£
Donations	Donations and gifts	2,624	210	-	2,834	14,982
and legacies:	Gift Aid	2,208	-	-	2,208	3,381
	Legacies	-	-	-	-	-
	General grants provided by government/other charities	-	-	-	-	3,148
	Membership subscriptions and sponsorships which are in substance donations	5 167			F 167	6 501
		5,167	-	-	5,167	6,521
	Donated goods, facilities and services	-	-	-	-	-
	Other	11	-	-	11	-
	Total	10,010	210	-	10,220	28,032
Charitable		-	-	-	-	-
activities:		-	-	-	-	-
		-	-	-	-	-
	Other	-	-	-	-	-
	Total	-	-	-	-	-
Other trading	Big Summer Party	T			I	
activities:	Visit to RHS Wisley	2,208	-	-	2,208	-
uctivities.	Other Fund-raising Events	1,992	-	-	1,992	1.340
	Emma Tennant talk	2,794	-		2,794	1,540
	Adverts in Ventnorensis	280	-		2,794	175
	Folly Farm Talk & Visit	280	-		- 200	1,770
	Total	7,274	-		7,274	3,285
	iotai	7,214			7,274	3,203
Income from	Interest income	57	-	-	57	20
	Dividend income	-	-	-	-	-
	Rental and leasing income	-	-	-	-	-
	Other	-	-	-	-	-
	Total	57	-	-	57	20
Separate				_	_	_
material item		-	-	-	-	-
of income:		-	-	-	-	-
	Total	-	-	-	-	-
Other:	Conversion of endowment funds into income					
		-	-	-	-	-
	Gain on disposal of a tangible fixed asset held for charity's own use	-	-	-	-	-
	Gain on disposal of a programme related investment	-	-	_	-	-
	Royalties from the exploitation of intellectual property rights	-	-		-	-
	Other	-	-	-	-	-
	Total	-	-	-	-	-
TOTAL INCOM	E	17,341	210	-	17,551	31,337

Other information:

All income in the prior year was unrestricted except for: (please provide description and amounts)

Donations to Education Fund £9,590 and Gift Aid thereon £1,907.

Section C	Notes to the	accounts				(cont)
Note 4	Analysis of expenditure					
		Unrestricted funds	Restricted income funds		Total funds	Prior year
	Analysis				£	£
Expenditure on	Incurred seeking donations	-	-	-	_	-
raising funds:	Incurred seeking legacies	-	-	_	_	_
	Incurred seeking grants	_	_		_	_
	Operating membership schemes and social lotteries	_			_	
	Staging fundraising events	3,378	-	<u>-</u>	3,378	1,924
	Fundraising agents	_	-	_	_	_
	Operating charity shops	_	_	_		_
	Operating a trading company undertaking non-charitable trading activity	-	-	<del>-</del> _	-	-
		-	-	-	-	-
	Advertising, marketing, direct mail and publicity	_	_	_	_	_
	Start up costs incurred in generating new source of future income	_	_		_	_
	Database development costs	_	_		_	_
	Other trading activities					
	Investment management costs:	-	-	-	-	-
	Portfolio management costs	-	-		-	-
	Cost of obtaining investment advice	-	-	-	-	-
	Investment administration costs	_	_	_	_	-
	Intellectual property licencing costs	-	-	-	-	-
	Rent collection, property repairs and maintenance charges	-	-	-	-	-
		-	-	-	-	-
	Total expenditure on raising funds	3,378	-	-	3,378	1,924
Expenditure on	Donations to Garden	7,494	_		7,494	28,213
charitable	Website and computer costs	1,135	_		1,135	1,14
activities	Print, Post and stationery					
	Education Support	480	-	-	480	440
	Subscriptions	176	-	-	176	167
	Total expenditure on charitable activities	9,285	-	-	9,285	29,964
Separate						
material item of		-	-	-	-	-
expense		-	-	-	-	-
		-	-	-	_	-
	Total	-	-	-	-	-
	Total	-	-	-	-	-
Other	Market Street Street	T =	T .			I
	Ventnorensis - Editorial, Print, Postage	2,704	-	-	2,704	2,238
	Bank charges Public & Employers Liability Insurance	23 75	-	<del>-</del>	23 75	23 75
	Trustee & Officers Insurance	435	-	<u> </u>	435	359
	Other	1.55	-	-	-	146
	Total other expenditure	3,237	-	-	3,237	2,841
	-					

**TOTAL EXPENDITURE** 

15,900

15,900

34,729

#### Section C

#### Notes to the accounts

#### Note 5 Details of certain items of expenditure

5.1 Fees for examination of the accounts

Independent examiner's fees
Assurance services other than audit or independent examination
Tax advisory fees
Other fees paid to the independent examiner

Note 6 Debtors and prepayments

Prepayments and accrued income Other debtors

**Total** 

Note 7 Creditors and accruals

Trade creditors
Accruals and deferred income
Other creditors
Total

Amounts falling due within one year					
This year Last year					
£	£				
200	146				
7,640	7,182				
-	10,453				
7,840	17,781				

Note 8 Cash at bank and in hand

Short term deposits
Cash at bank and on hand
Other
Total

This year	Last year
£	£
-	-
-	-
-	-
-	-

This year	Last year
£	£
246	342
3,258	4,364
3,504	4,706

Amounts falling due after more than one year					
This year Last year					
£	£				
-	-				
-	-				
-	-				
-	-				

This year £	Last year £
-	-
82,671	89,629
-	-
82,671	89,629

Section C	Notes to the accounts	(cont)	
Note 9	Charity funds		

#### 9.1 Details of material funds held and movements during the CURRENT reporting period

\* Key: PE - permanent endowment funds; EE - expendible endowment funds; R - restricted income funds, including special trusts, of the charity; and U - unrestricted funds

Fund names	Type PE, EE R or UR *	Purpose and Restrictions	Fund balances b/fwd £	Income £	Expenditure £	Transfers £	Gains and losses £	Fund balances c/wd £
General	U	General activities	25,568	17,341	(15,900)	94	-	27,103
Tropical House	R	Tropical House works	5,247	-	-	-	-	5,247
Life Membership	R	Membership subscriptions	94	-	-	(94)	-	-
Foundation	U	Unspecified projects	28,665		-	-	-	28,665
Education	R	Education and training	17,330	210	-	-	-	17,540
		Total Funds	76,904	17,551	(15,900)	-	-	78,555

#### 9.2 Transfers between funds

	Reason for transfer	Amount
Between unrestricted and restricted funds	Transfer of lifetime subscriptions paid in advance	94

9.3 Designated funds

Planned use	Purpose of the designation	
	·	
		1

Note 10	Transactions with trustees and	related parties

#### 10.1 Trustee remuneration and benefits

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity (True or False)

1				
---	--	--	--	--

#### 10.2 Trustees' expenses

No trustee expenses have been incurred (True or False)

1	
_	

#### 10.3 Transaction(s) with related parties

There have been no related party transactions in the reporting period (True or False)

		•