

COMPANY REGISTRATION NUMBER: 05460619

CHARITY REGISTRATION NUMBER: 1110869

The Society of Botanical Artists Limited
Company Limited by Guarantee
Unaudited Financial Statements
31 July 2018

PARKER O'REGAN TANN & CO

Chartered Certified Accountants
Bangor Business Centre
2 Farrar Road
Bangor
Gwynedd
LL57 1LJ

The Society of Botanical Artists Limited

Company Limited by Guarantee

Financial Statements

Year ended 31 July 2018

	Page
Trustees' annual report (incorporating the directors' report)	1
Independent examiner's report to the trustees	6
Statement of financial activities (including income and expenditure account)	7
Statement of financial position	8
Notes to the financial statements	10

The Society of Botanical Artists Limited

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Directors' Report)

Year ended 31 July 2018

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 July 2018.

Reference and administrative details

Registered charity name The Society of Botanical Artists Limited

Charity registration number 1110869

Company registration number 05460619

Principal office and registered office 1 Knapp Cottages
Wyke Road
Gillingham
Dorset
SP8 4NQ

The trustees

S Armitage
P Stenning
Simon J Williams
G Sellwood
A S Halsall
G Showell

L C Linder
S Christopher-Coulson
B M Green

(Appointed 19 April 2018)

(Resigned 19 April 2018)

(Resigned 19 April 2018)

Company secretary P Henderson

Independent examiner Mr G Tann FCCA

The Society of Botanical Artists Limited

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Directors' Report) *(continued)*

Year ended 31 July 2018

Structure, governance and management

Governing Document

The Society of Botanical Artists Limited is a charitable company limited by guarantee, incorporated on 23 May 2005. It is governed by its Memorandum and Articles of Association dated May 2005 and amended April 2006. It registered as a charity with the Charity Commission on 15 August 2005, number 1110869.

Appointment of trustees

All trustees are elected for three years and then they must retire but shall be eligible for re-election.

Trustee induction and training

Potential trustees are usually co-opted for a year in the first instance. This is part of their induction and each person undergoes orientation to brief them on: their legal obligations under charity and company law, the Charity Commission guidance on public benefit, and inform them of the content of the Memorandum and Articles of Association, the Council and decision-making processes, the business plan and recent financial performance of the charity. Subject to how this co-option works out, each individual is appointed as a trustee for a three-year period, the co-option period counting as the first year.

Organisation

The board of trustees administers the charity. The board meets periodically, up to four times per year. The board works on an on-going basis via e-mail, telephone and ad-hoc meetings to ensure the charity is managed effectively and efficiently throughout the year and to ensure it delivers its corporate governance responsibilities. Whilst it was hoped to have sub-committees in place, instead it was decided to keep the work with all the trustees as the majority of the work has been strategic - to refine the proposals to change the membership structure. Therefore it is still hoped to have sub-committees in place in due course - but after the strategic work has been refined and implementation of that and new exhibiting arrangement have been put in place. This reflects the limited resources within the voluntary trustee group but does mean that the whole group is involved in all the work.

Day to day tasks are performed by the Executive Secretary and other tasks of management and leadership are performed by various members of the team of trustees, led by the President, the Vice-President and the Director of the Distance Learning Diploma Course. It is hoped to appoint a new membership secretary (paid part time position) in the coming financial year.

Related party

The charity's wholly-owned subsidiary, Botanical Enterprises Limited (BEL), was established to retail botanical art related goods. BEL gift aids the majority of its profits to the charity (see note 17 to the accounts).

The Society of Botanical Artists Limited

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Directors' Report) *(continued)*

Year ended 31 July 2018

Objectives and activities

Our purposes and activities

The purposes of the charity are:

- To advance and provide the education of the public in aspects of the fine art of botanical painting or any allied art;
- Providing facilities for the exhibition of works by artists practising such art;
- Promoting the protection, appreciation, conservation and nature of plants and natural habitats of plant life with special reference to endangered species.

The annual activities remains the promotion and fostering of knowledge and appreciation of the fine art of botanical painting or any allied arts by the provision of education.

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities.

Achievements and performance

During this year there has been an open Exhibition held centrally in London. This took place in October 2017, at a different time of year from the usual Spring exhibition. This show was not as successful as had been hoped and this was reflected by lower than usual sales, and higher than usual costs - in part due to the venue hire costs being at what is considered to be peak booking time - and therefore attracting a price premium.

In Spring 2018 there will be an exhibition of paintings of tulips in conjunction with the Botanic Garden in Madrid. There has been considerable planning towards this show which is arranged in conjunction with a member who lives in Madrid. What has transpired to be a biennial exhibition in Palmengarten, Frankfurt, will again take place in autumn 2018. This member's only event has become a fixture in the Society's timetable and it is hoped that this will again be well received with income exceeding costs.

Therefore it is anticipated that in 2018/19 there will not be a central UK show - but instead the two members only international shows. Therefore there will be no costs associated with a large central exhibition and again there will be an opportunity to reflect and take stock as the Society plans to implement greater budgetary controls and measures in readiness for exhibiting at a different central venue, which is hoped to help to control costs and improve income.

Distance Learning Diploma Course 13 completed and graduated in May 2018. Courses 14 and 15 were still in progress at the end of the financial year. The new intake for Course 15 in January 2018 was reasonable and student feedback remains very good.

The Society of Botanical Artists Limited

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Directors' Report) *(continued)*

Year ended 31 July 2018

Financial review

Income generation

The Society's income for the year shows a reduction of income over the expenditure, which is due in large part to the costs associated with a large central exhibition.

The Society's main sources of income were from: membership subscriptions; exhibition fees; donations; a gift-aided donation from Botanical Enterprises Limited (from the exhibition held in October 2017) and the fees for the Distance Learning Diploma Course.

Profits made from the Distance Learning Diploma Course is only used to finance the continuation and improvement of the courses and support other educational activities. Income from the Distance Learning Diploma Course is not used to support other activities of the charity.

The charity's wholly owned trading subsidiary, Botanical Enterprises Limited, generated a profit of £5,435 which was gift aided to the Society.

Investment policy

The Society has adopted a risk-free investment policy. Funds not required in the short term are held on instant access deposit with the bankers.

Resources expended

During the year there has been expenditure on the further development of the Society's website.

The charity depends heavily on volunteer help from its members and friends, from all over the country and overseas, headed by the Council, which consist wholly of trustees and co-optees. There are no employees: any goods and services which members are not able to provide are paid for. The administration and book-keeping for the general activities and the Distance Learning Diploma Courses is carried out on a fee-paying basis by an Executive Secretary who also acts as the Company Secretary.

Reserves policy

The trustees have reviewed the reserves of the Society. The review covered the nature of the income and expenditure streams, the need to match variable income with fixed commitments, and the nature of the reserves. The trustees concluded that the present level of unrestricted funds should be maintained to ensure the continued aims of the charity.

The trustees continue to maintain that funds relating to the Distance Learning Diploma Courses should remain as designated funds. As at the 31 July 2018 the designated funds relating to the Distance Learning Diploma Courses amounted to £112,338 (2017 - £107,035). The purpose of the funds are to supply and facilitate education and are reinvested for the purpose of long term benefit and development of the diploma courses.

Risk management

The trustees are responsible for the overseeing of the risks faced by the Society. Detailed considerations of risk are delegated to the trustees. Risks are identified, assessed and controls established throughout the year. A formal review of the charity's risk management processes is undertaken periodically.

Risk is managed under the headings of financial sustainability, health and safety of volunteers, artist and visitors to the exhibitions. Through the risk management processes established for the Society, the trustees are satisfied that the major risk identified have been adequately mitigated where

The Society of Botanical Artists Limited

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Directors' Report) *(continued)*

Year ended 31 July 2018

necessary. It is recognised that systems can only provide reasonable but not absolute assurance that major risks have been adequately managed.

Plans for future periods

The Society continues to advance the education of the public by promoting the fine art of botanical painting by providing facilities for education, exhibition of works, and promoting the protection, appreciation, conservation and nurture of plants and natural habitats of plant life with special reference to endangered species.

Opportunities for artist development through exhibition and sales of artwork and other related items will be actively pursued by the Council. Such exhibitions are planned to be held in the future at various venues in the UK and overseas.

The trustees have become increasingly concerned about the increasing costs of delivering a large central annual exhibition and are considering ways to restructure the costs of this as well as looking at alternative venues and the frequency of exhibitions. This matter was discussed at length with all members at the Annual General Meeting in May 2017 and it was indicated at that stage that the preference of members will be to exhibit less frequently and in a more cost effective way, rather than to increase the cost of membership to members. To this effect the Society will be working with the Mall Galleries in London to consider moving its show to this venue. It is hoped to have a show there in 2019.

Small company provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The trustees' annual report (incorporating the directors' report) was approved on 12 April 2019 and signed on behalf of the board of trustees by:

G Showell
Director and Trustee



The Society of Botanical Artists Limited

Company Limited by Guarantee

Independent Examiner's Report to the Trustees of The Society of Botanical Artists Limited

Year ended 31 July 2018

I report to the trustees on my examination of the financial statements of The Society of Botanical Artists Limited ('the charity') for the year ended 31 July 2018.

Responsibilities and basis of report

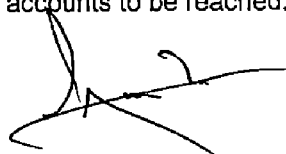
The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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



Mr G Tann FCCA
Independent Examiner

Parker O'Regan Tann & Co
Bangor Business Centre
2 Farrar Road
Bangor
Gwynedd
LL57 1LJ

12 April 2019

The Society of Botanical Artists Limited

Company Limited by Guarantee

Statement of Financial Activities (including income and expenditure account)

Year ended 31 July 2018

		2018		2017
		Unrestricted funds	Total funds	Total funds
	Note	£	£	£
Income and endowments				
Donations and legacies	5	7,422	7,422	16,459
Charitable activities	6	175,893	175,893	177,137
Investment income	7	211	211	171
Other income	8	1,139	1,139	2,345
Total income		<u>184,665</u>	<u>184,665</u>	<u>196,112</u>
Expenditure				
Expenditure on charitable activities	9,10	184,492	184,492	137,003
Total expenditure		<u>184,492</u>	<u>184,492</u>	<u>137,003</u>
Net income and net movement in funds		<u>173</u>	<u>173</u>	<u>59,109</u>
Reconciliation of funds				
Total funds brought forward		184,653	184,653	125,544
Total funds carried forward		<u>184,826</u>	<u>184,826</u>	<u>184,653</u>

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

The notes on pages 10 to 19 form part of these financial statements.

The Society of Botanical Artists Limited

Company Limited by Guarantee

Statement of Financial Position

31 July 2018

	Note	2018 £	£	2017 £
Fixed assets				
Tangible fixed assets	16		500	750
Investments	17		<u>1</u>	<u>1</u>
			501	751
Current assets				
Stocks	18	800		800
Debtors	19	46,206		53,043
Cash at bank and in hand		<u>310,354</u>		<u>295,615</u>
		357,360		349,458
Creditors: amounts falling due within one year	20	<u>173,035</u>		<u>165,556</u>
Net current assets			184,325	183,902
Total assets less current liabilities			184,826	184,653
Net assets			<u>184,826</u>	<u>184,653</u>
Funds of the charity				
Unrestricted funds			184,826	184,653
Total charity funds	22		<u>184,826</u>	<u>184,653</u>

For the year ending 31 July 2018 the charity 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 financial statements 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 financial statements.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The statement of financial position
continues on the following page.

The notes on pages 10 to 19 form part of these financial statements.

The Society of Botanical Artists Limited

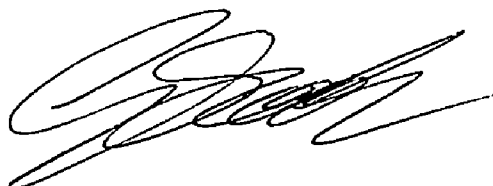
Company Limited by Guarantee

Statement of Financial Position *(continued)*

31 July 2018

These financial statements were approved by the board of trustees and authorised for issue on 12 April 2019, and are signed on behalf of the board by:

G Showell
Director

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

Company Registration Number: 05460619

The notes on pages 10 to 19 form part of these financial statements.

The Society of Botanical Artists Limited

Company Limited by Guarantee

Notes to the Financial Statements

Year ended 31 July 2018

1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is 1 Knapp Cottages, Wyke Road, Gillingham, Dorset, SP8 4NQ.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)) and the Companies Act 2006.

3. Accounting policies

Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertaken charitable activities. Support costs include office costs, finance and governance costs which support the charity's activities. These costs have been allocated between cost of expenditure on charitable activities. The bases on which support costs have been allocated are set out in note 11.

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

There are no material uncertainties about the charity's ability to continue.

Disclosure exemptions

The entity satisfies the criteria of being a qualifying entity as defined in FRS 102. The entity is a small charity and as such, advantage has been taken not to present a cash flow statement for the company.

Consolidation

The entity has taken advantage of the option not to prepare consolidated financial statements contained in Section 139 of the Charities Act 2011 on the basis that the entity and its subsidiary undertakings comprise a small group.

Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

The Society of Botanical Artists Limited

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 July 2018

3. Accounting policies *(continued)*

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further the general objectives of the charity and have not been designated for other purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Incoming resources

All income is included in the statement of financial activities when the charity is entitled to the income, any performance related conditions attached have been met or are fully within the control of the charity, the income is considered probable and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Donations and legacy income is received by way of donations, grants and gifts and is included in full in the statement of financial activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included.

Gifts donated for resale are included as incoming resources within activities for generating funds when they are sold.

Income from the exhibitions charity shop and distance learning diploma courses is included in the year in which it is receivable.

Income from investments is included when receivable.

Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource.

Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

The Society of Botanical Artists Limited

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 July 2018

3. Accounting policies *(continued)*

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Memorial recognition awards - 25% straight line

Investments

Unlisted investments are initially recorded at cost, and subsequently measured at fair value. If fair value cannot be reliably measured, assets are measured at cost less impairment.

Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

Stocks

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

The Society of Botanical Artists Limited

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 July 2018

3. Accounting policies *(continued)*

Financial Instruments

A financial asset or a financial liability is recognised only when the entity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Debt instruments are subsequently measured at amortised cost.

Other financial instruments are subsequently measured at fair value, with any changes recognised in profit or loss, with the exception of hedging instruments in a designated hedging relationship.

Financial assets that are measured at cost or amortised cost are reviewed for objective evidence of impairment at the end of each reporting date. If there is objective evidence of impairment, an impairment loss is recognised under the appropriate heading in the statement of financial activities in which the initial gain was recognised.

For all equity instruments regardless of significance, and other financial assets that are individually significant, these are assessed individually for impairment. Other financial assets are either assessed individually or grouped on the basis of similar credit risk characteristics.

Any reversals of impairment are recognised immediately, to the extent that the reversal does not result in a carrying amount of the financial asset that exceeds what the carrying amount would have been had the impairment not previously been recognised.

4. Limited by guarantee

The Society of Botanical Artists Limited is a company limited by guarantee and accordingly does not have share capital.

Every member of the company undertakes to contribute such amount as may be required not exceeding £1 to the assets of the charitable company in the event of it being wound up while he or she is a member, or within one year after he or she ceases to be a member.

5. Donations and legacies

	Unrestricted Funds £	Total Funds 2018 £	Unrestricted Funds £	Total Funds 2017 £
Donations				
Donations	5,724	5,724	50	50
Donations from Botanical Enterprises Limited	643	643	15,455	15,455
Friends of SBA	1,055	1,055	954	954
	<u>7,422</u>	<u>7,422</u>	<u>16,459</u>	<u>16,459</u>

The Society of Botanical Artists Limited

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 July 2018

6. Charitable activities

	Unrestricted Funds	Total Funds 2018	Unrestricted Funds	Total Funds 2017
	£	£	£	£
Westminster exhibition	16,072	16,072	–	–
DLDC fees	115,983	115,983	129,564	129,564
Frankfurt exhibition	–	–	4,543	4,543
Finchingfield exhibition	–	–	226	226
Submissions fees	249	249	5,656	5,656
Subscriptions - members and associates	28,711	28,711	27,685	27,685
Subscriptions - students	10,000	10,000	9,463	9,463
Eventbrite	736	736	–	–
Palmengarten exhibition	4,142	4,142	–	–
	<u>175,893</u>	<u>175,893</u>	<u>177,137</u>	<u>177,137</u>

7. Investment income

	Unrestricted Funds	Total Funds 2018	Unrestricted Funds	Total Funds 2017
	£	£	£	£
Bank interest receivable	142	142	128	128
Other interest receivable	69	69	43	43
	<u>211</u>	<u>211</u>	<u>171</u>	<u>171</u>

8. Other income

	Unrestricted Funds	Total Funds 2018	Unrestricted Funds	Total Funds 2017
	£	£	£	£
Royalties	208	208	254	254
Commission	167	167	627	627
Stewarding contributions	659	659	1,053	1,053
Licensing agreement	105	105	411	411
	<u>1,139</u>	<u>1,139</u>	<u>2,345</u>	<u>2,345</u>

9. Expenditure on charitable activities by fund type

	Unrestricted Funds	Total Funds 2018	Unrestricted Funds	Total Funds 2017
	£	£	£	£
Exhibitions	53,189	53,189	5,375	5,375
DLDC expenses	103,213	103,213	102,038	102,038
Support costs	28,090	28,090	29,590	29,590
	<u>184,492</u>	<u>184,492</u>	<u>137,003</u>	<u>137,003</u>

The Society of Botanical Artists Limited

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 July 2018

10. Expenditure on charitable activities by activity type

	Activities undertaken directly	Support costs	Total funds 2018	Total fund 2017
	£	£	£	£
Exhibitions	53,189	—	53,189	5,375
DLDC expenses	103,213	—	103,213	102,038
Governance costs	—	28,090	28,090	29,590
	<u>156,402</u>	<u>28,090</u>	<u>184,492</u>	<u>137,003</u>

11. Analysis of support costs

The support costs of the charity have been identified and together with the governance costs are apportioned between the main charitable activities undertaken in the year. The support costs below have been allocated between the charity's main activities on the basis of direct costs, reasonable apportionment and governance costs.

	Governance costs	Exhibitions	DLDC	Total 2018	Total 2017
	£	£	£	£	£
General office	12,506	592	3,639	16,737	16,238
Insurance	1,069	—	402	1,471	1,431
Accountancy fees	1,068	—	3,120	4,188	4,974
Accountancy and other services	—	—	—	—	2,728
Bookkeeping and related services	1,195	—	—	1,195	1,160
Consultancy fees	—	—	312	312	117
Exhibitions related trustee costs	3,200	—	—	3,200	2,067
Members expenses	62	—	—	62	46
Bank and credit card charges	573	—	102	675	579
Depreciation	250	—	—	250	250
	<u>19,923</u>	<u>592</u>	<u>7,575</u>	<u>28,090</u>	<u>29,590</u>

12. Net income

Net income is stated after charging/(crediting):

	2018	2017
	£	£
Depreciation of tangible fixed assets	<u>250</u>	<u>250</u>

The Society of Botanical Artists Limited

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 July 2018

13. Independent examination fees

	2018 £	2017 £
Fees payable to the independent examiner for:		
Independent examination of the financial statements	4,188	4,974
Other financial services	—	2,728
	<u>4,188</u>	<u>7,702</u>

14. Staff costs

The charity has no employees.

15. Trustee remuneration and expenses

During the year one or more trustees claimed expenses and had their expenses met by the charity.

The Trustees were reimbursed for expenses amounting to £2,538 (2017 - £896). The expenses incurred by the trustees were for travel, subsistence and accommodation. The number of trustees involved was five.

During the year the charity paid fees to Simon J Williams, S Armitage and G Sellwood, trustees.

The fees paid to Simon J Williams were in relation to services supplied to the charity as the Course Director of the Distance Learning Diploma Course. The total amount paid for the year was £22,306 (2017 - £22,434).

The fees paid to S Armitage and G Sellwood was in relation to services supplied to the charity as a tutor on the Distance Learning Diploma Course. The total amount paid for the year was £2,043 (2017 - £1,623).

16. Tangible fixed assets

	Memorial recognition awards £	Total £
Cost		
At 1 August 2017 and 31 July 2018	1,000	1,000
Depreciation		
At 1 August 2017	250	250
Charge for the year	250	250
At 31 July 2018	500	500
Carrying amount		
At 31 July 2018	500	500
At 31 July 2017	750	750

The Society of Botanical Artists Limited

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 July 2018

17. Investments

	Other investments £
Cost or valuation	
At 1 August 2017	1
Additions	-
At 31 July 2018	1
Carrying amount	
At 31 July 2018	1
At 31 July 2017	1

All investments shown above are held at valuation.

The charity holds shares in its wholly owned trading subsidiary Botanical Enterprises Limited which is incorporated in England and Wales and the address of its registered office is 1 Knapp Cottages, Wyke Road, Gillingham, Dorset, SP8 4NQ.

The Society of Botanical Artists Limited owns 100 per cent of the issued share capital of Botanical Enterprises Limited, consisting of the one ordinary share of £1.

Botanical Enterprises Limited's principal activity is the retailing of botanical art related goods.

The summary financial performance of the subsidiary alone is:

	2018 £	2017 £
Turnover	22,365	9,430
Cost of sales and administration costs	(16,930)	(8,790)
Interest receivable	-	3
Net profit	5,435	643
Amount gift aided to the charity	(5,435)	(643)
Retained in subsidiary	-	-
 The assets and liabilities of the subsidiary were:		
Current assets	6,297	4,530
Current liabilities	(6,296)	(4,529)
Total net assets	1	1
Aggregate share capital and reserves	1	1

18. Stocks

	2018 £	2017 £
Raw materials and consumables	800	800

The Society of Botanical Artists Limited

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 July 2018

19. Debtors

	2018	2017
	£	£
Trade debtors	44,677	27,278
Amounts owed by group undertakings	—	3,000
Prepayments and accrued income	686	19,136
Other debtors	843	3,629
	<u>46,206</u>	<u>53,043</u>

20. Creditors: amounts falling due within one year

	2018	2017
	£	£
Trade creditors	10,853	3,759
Accruals and deferred income	162,182	161,797
	<u>173,035</u>	<u>165,556</u>

Included within Other creditors is an amount of £157,994 (2017 - £155,773) in respect of deferred income, details are given in note 21.

21. Deferred income

	2018	2017
	£	£
At 1 August 2017	155,773	144,630
Amount deferred in year	2,221	11,143
At 31 July 2018	<u>157,994</u>	<u>155,773</u>

Deferred income comprises course fees paid in advance. The Distance Learning Diploma Courses span over three years and the course fees are deferred over the three years in relation to the expenditure incurred for the running of the courses.

22. Analysis of charitable funds

Unrestricted funds

	At 1 August 2017	Income	Expenditure	At 31 July 2018
	£	£	£	£
General funds	76,028	68,574	(73,704)	70,898
Designated Fund - DLDC	107,035	116,091	(110,788)	112,338
Designated Fund - Lucas Memorial fund	1,590	—	—	1,590
	<u>184,653</u>	<u>184,665</u>	<u>(184,492)</u>	<u>184,826</u>

The Society of Botanical Artists Limited

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 July 2018

22. Analysis of charitable funds *(continued)*

Surplus made in the Distance Learning Diploma Courses (DLDC) is designated to finance the continuation and improvement of the diploma courses and support other educational activities.

23. Analysis of net assets between funds

	Unrestricted Funds £	Total Funds 2018 £	Total Funds 2017 £
Tangible fixed assets	501	501	751
Current assets	357,360	357,360	349,458
Creditors less than 1 year	(173,035)	(173,035)	(165,556)
Net assets	<u>184,826</u>	<u>184,826</u>	<u>184,653</u>

24. Related parties

For the year ended 31 July 2018 Botanical Enterprises Limited will gift aid its profits to The Society of Botanical Artists Limited. The total Gift Aided was £5,435 (2017 - £643).

Services provided by the company to Botanical Enterprises Limited during the same period totalled £2,147 (2017 - £119).

The Society of Botanical Artists Limited advanced monies to Botanical Enterprises Limited during the year ended 31 July 2017. The loan was repaid in full in the year ended 31 July 2018.