

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 31st October 2018 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 does not provide 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 records 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
4 Treasurer
5 Examiner

Notice is at this moment given that the Annual General Meeting of South and South East in Bloom will be held at 124 Gravel Hill, Croydon CR0 5BF, at 10.30am precisely on 16 January 2019 for the following purposes only:

1. To receive, and, if agreed, to approve, the Annual Report and Accounts of the Trustees for 2018
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

16 November 2018

Geoffrey R Hyde, Company Secretary

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 1983. 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.

16th ANNUAL REPORT AND ACCOUNTS

For the year ended 31st October 2018

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 2018

Legal and Administrative Details

TRUSTEES

Peter Holman	Chairman
Jean Griffin	Vice Chairman
Ruth Gowney	
Reg Leach	
Kevin Taitt	appointed 27 March 2018
Geoff Hyde	Company Secretary

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

HEADLINE SPONSOR

Your London Airport - Gatwick

SOUTH AND SOUTH EAST IN BLOOM

TRUSTEES' REPORT for the year ended 31st October 2018

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 2018

The principal aims of South and South East in Bloom (hereafter SSEIB) for 2018 was to provide the headline sponsor with a satisfactory performance by maintaining its charitable objectives with its annual campaign and competitions. These improve the quality of life for participants increasing their health & wellbeing through activities in gardening and volunteering in gardening and kindred pastimes. Also, SSEIB recognises and rewards the efforts of the communities within Villages, Towns, Coastal Resorts and Cities and private individuals and communities through presentations at an Awards ceremony.

Achievements in 2018

Your London Airport Gatwick were pleased with the activities of SSEIB and have agreed to continue to be the Headline Sponsor for the 2019 year with a minimum contribution of £20,000 plus consideration for other projects.

South and South East in Bloom was, therefore, able to achieve its prime operational objective for 2018 which was to maintain the numbers participating in the campaign and increase them wherever possible, funding the full cost of the campaign. It also secured the funding for 2019 to enable it to continue at its present level of activity.

This sponsorship enabled South and South East in Bloom to deliver a full programme of judging/assessment and a major awards programme. The year culminated in what was a very satisfactory return to its previous venue at AMX Brighton, a great improvement on the disastrous 2017 Awards. At the request of the sponsor, parish councils were targeted to participate, an several did; this campaign will continue through 2019.

Entry numbers (excluding schools) were virtually the same as last year. The low key, low-cost schools program which was introduced in 2017 but was not successful, was discontinued as uneconomic..

Two successful seminars were again organised for judge, existing, new and potential entrants. rtaken.

Judging during June and July went well. In 2018 once again, we saw an increase in the number of Silver Gilt & Gold awards being presented at the Annual Awards Ceremony. This demonstrates that South and South East in Bloom's objectives are being met with more individuals, communities, businesses and local authorities having an impact on gardening, horticulture and the conservation of our green heritage.

The activities and successes of 2018, with the assurance for the continuation of Your London Gatwick Airport as the Headline Sponsor for one more year, will form as ever the basis for future planning. It remains essential that a secure future funding is achieved, with a headline sponsor supported by several smaller sponsorships. Without a guaranteed income in place, only outline planning can be considered.

Public Benefit Statement

South and South East in Bloom cover Kent, Surrey, East & West Sussex, and Isle of Wight, Hampshire, East & North Dorset and parts of East Wiltshire. The residents, businesses, and visitors benefit from the raising of Horticultural & Gardening of standards that result from the communities taking part in our campaign. Environmental Responsibility through growing numbers of participants is increasing their efforts to care for our environment and Community Participation not only from Councils but wide-ranging voluntary community groups who take part in managing and developing their local areas. Where requested mentoring and coaching is provided; talks and presentations are given to groups to encourage greater participation. Awards are given for the standards achieved, and advice on improvement is given. Standards continue to rise, with more awards at the higher levels this year.

Objectives for 2019

With the continued sponsorship from Your London Airport Gatwick, a full program will be delivered. Entries will be consulted as to what is required to both maintain and where possible increase participation. Parish Councils are a category in which the sponsor has significant interest, and this will be marketed vigourously.

Endeavours will continue to find a prospective major sponsors for 2020 as well as sufficient numbers of smaller sponsors that would secure activities for a full program beyond 2019. New categories will be devised as required and older outdated categories will be deleted.

Efforts will be concentrated on reaching new entries, particularly in smaller communities and in urban areas within larger conurbations, through our entries we wish to connect with and support hard to reach groups and communities. A revision of categories for Britain in Bloom has been adopted for the region and may have a positive impact on participation.

Resources will enable a substantial awards ceremony to be held in 2019, but financial prospects for 2020 may make it necessary for this expenditure to be such that our minimal reserves are not depleted.

Financial Position

Your London Airport Gatwick provided the major sponsorship for the campaign. The financial contribution from the Royal Horticultural Society based on the “It’s Your Neighbourhood” campaign entries continued at the same level per entry and entries remain static. Parks & Green Space entries grow year on year and make a significant contribution to our income.

Expenditure was kept to a minimum, given the low reserves and the uncertain financial position in a couple of years, while complying with the headline sponsor’s wishes. The third phase of the electronic marking and reporting and judging was commissioned (shared with London in Bloom), as there is a need to cope with future expansion as well as the current workload. The year’s result was a modest surplus of £3,652 for the year (£3,175 last year). The year-end reserves of £10,195 have improved, but are still at a level where there is a need to build them up as a buffer as well as to cover necessary expenditure in the earlier part of the financial year before funds are usually available. The Trustees are confident that prospects for our financial resources for 2019 and beyond will allow us to continue the campaign and to expand slightly, but they are well aware that events outside their control may be such as to require a significant revision of activities.

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

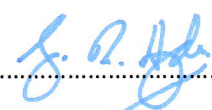
Charity Law and the Charity's Deed of Trust requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Trust and of the income and expenditure of the Trust for that period.

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

Geoffrey R Hyde..........Trustee/Treasurer

15 November 2018

SOUTH AND SOUTH EAST IN BLOOM
Balance Sheet as at 31st October 2018

	Note	2018	2017
		<u>£.00</u>	<u>£</u>
FIXED ASSETS	6	1,554.00	226
CURRENT ASSETS			
Cash at Bank		11,231.51	7,797
Debtors	7	760.00	820
		11,991.51	8,617
Creditors-Amounts falling due within one year	7	(3,350.00)	(2,300)
NET CURRENT ASSETS		8,641.51	6,317
TOTAL NET ASSETS		<u>£10,195.51</u>	<u>£6,543</u>
RESERVES:			
General Reserve		10,195.51	6,543
Designated Reserve -			
Award Ceremony	5	0.00	0
TOTAL RESERVES		<u>£10,195.51</u>	<u>£6,543</u>

For the year ending 31 October 2018 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 15 November 2018


 Peter G D Holman.....Trustee


 Geoffrey R Hyde.....Trustee

SOUTH AND SOUTH EAST IN BLOOM

NOTE TO THE FINANCIAL STATEMENTS Year ended 31st October 2018

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 Headline Sponsorship of London Airport Gatwick as our major sponsor. Some entrants also provided venues for seminars, either free or at a nominal price.

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 assisting with the campaign for a fee in accordance with the above.

4. DISCLOSURE OF EXPENSES PAID TO TRUSTEES/DIRECTORS.

A total of £3594.05 (2017 £3,605) 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 2018	Total Dep'n	Net Bk Value
Computer 2016	369.00	143.00	103.00	246.00	123.00
Computer Mar 18	289.00		64.00	64.00	225.00
Projector Mar 18	358.00		79.00	79.00	279.00
Computer Jly 18	1043.00		116.00	116.00	927.00
Total	£2059.00	£143.00	£362.00	£505.00	£1554.00

7. DEBTORS AND CREDITORS

Debtors comprise £760.00 (2017 £820) for extra Awards places sold to entrants, and amounts due for Awards trophies from sponsors, none in dispute.

Creditors comprise £3,000 (2017 £2,000) for the balance of the Campaign Manager Fee, and £350 estimated 2017 fee for the Reporting Accountant (2017 £300).

SOUTH AND SOUTH EAST IN BLOOM
STATEMENT OF FINANCIAL ACTIVITIES
For the year ended 31 October 2018

	Note 1 & 2	General Fund 2018 £.00	General Fund 2017 £
INCOMING RESOURCES			
Incoming resources from generated funds			
Voluntary Income		45,933.80	45,749
Activities for generating funds		0.00	0
Bank interest		0.00	0
Incoming resources from charitable activities		13,380.00	13,550
TOTAL INCOMING RESOURCES		59,313.80	59,299
RESOURCES EXPENDED			
	3 & 4		
Charitable Activities		55,281.63	55,811
Governance		379.95	313
TOTAL CHARITABLE EXPENDITURE		55,661.58	56,124
NET RESOURCES FOR THE YEAR		3,652.22	3,175
		Surplus	Surplus
General reserve brought forward 1/11/17		6,543.29	3,368
Transfer from designated reserve:			
Award ceremony	5	0.00	0
GENERAL RESERVE C/FWD 31/10/18		£10,195.51	£6,543

SOUTH AND SOUTH EAST IN BLOOM - TRUSTEES MANAGEMENT ACCOUNTS 2018					
INCOME	2014	2015	2016	2017	2018
	Actual	Actual	Actual	Actual	at 15/11/18
Sponsor Sth Water	29,200.00	27,750.00	0.00	0.00	
Sponsor London Airport Gatwick			20,000.00	28,500.00	29,600.00
Other Sponsors			2,750.00	250.00	
Entrants Fees	10,816.00	9,040.00	11,135.00	12,380.00	12,520.00
Seminar Fees	928.00	1,694.00	1,000.00	1,170.00	860.00
Awards Extra Places	7,603.05	6,117.02	5,653.87	9,440.00	8,645.00
Donations					
Gift Aid					241.50
Collection for Water Aid		893.30			
Collection for Perennial			1,090.00	864.42	1,012.30
Sales of Merchandise etc		326.53	161.10	0.00	
Neighbourhoods	6,837.00	7,669.76	6,435.00	6,695.00	6,435.00
RHS Promotional Grant					
Bank Interest	6.55	0.00	0.00	0.00	
TOTAL	55,390.60	53,490.61	48,224.97	59,299.42	59,313.80
EXPENDITURE					
Annual Awards	18,029.21	13,563.67	11,696.00	22,014.19	18,821.61
Seminars	1,824.87	1,125.20	1,095.88	1,676.46	1,218.04
Committee Meetings	459.19		112.00	278.60	314.93
Software/Web Development	6,958.45	1,558.56	4,650.19	2,841.79	2,110.09
Insurance	302.10	302.10	448.88	319.20	324.20
Judging General	4,679.65	3,045.89	3,334.34	3,994.67	4,112.03
Judging Schools	1,139.65	1,388.08	0.00	0.00	
Judging Neighbourhoods	95.80	294.76	above	above	
Mileage PH	1,059.58	429.20	578.00	968.70	1,554.63
Other travel	695.16	133.17	283.75	184.60	649.95
Campaign Manager - current year	13,000.00	17,000.00	20,000.00	20,000.00	20,000.00
-deferred from 2014		4,000.00			
addl - current year only					3,000.00
Kate H for schools etc	2,146.00	4,250.00	in Cam Mgr	in Cam Mgr	in Cam Mgr
Office consumables	1,869.72	1,061.56	1,587.54	1,188.75	1,130.49
Postage	606.13	335.46	229.53	285.28	203.36
Printing, Stationery etc	108.00	322.02			
Telephone	408.00	408.00	408.00	408.00	408.00
Newsletters	3,420.00	2,280.00	3,180.00		
Poppy seeds	567.60				
Bank Charges				80.80	
Other/Misc	1.00				60.00
Badges,Bags, Signs				582.60	
Website					
Filing Ann Returns		38.24	13.00	13.00 (
Reporting Accountants Fee	300.00	300.00	300.00	300.00 (379.95
Collected for Water Aid		893.30			
Collected for Perennial				864.42	1,012.30
Depreciation	748.00	582.00	125.00	123.00	362.00
TOTAL	58,418.11	53,311.21	48,042.11	56,124.06	55,661.58
MARGIN	-3,027.51	179.40	182.86	3,175.36	3,652.22
General reserve b/f	6,033.18	3,005.67	3,185.07	3,367.93	6,543.29
General reserve c/f	£3,005.67	£3,185.07	£3,367.93	£6,543.29	10,195.51

SOUTH AND SOUTH EAST IN BLOOM									
Summary Balance Sheet at 31 October									
	2014	2015	2016	2017	2018				
Fixed Assets per schedule:									
Cost			369.00	369.00	2,059.00				
Depreciation			20.00	143.00	505.00				
Net Book Value c/fwd			349.00	226.00	1,554.00				
Total Fixed Assets	687.00	105.00	349.00	226.00	1,554.00				
Balance at Bank	4,047.69	2,200.07	2,858.93	7,797.29	11,231.51				
Petty Cash in Hand	0.00	0.00	0.00	0.00	0.00				
Debtor - RHS for N'hoods Costs for reimbursement	0.00								
Debtors - Awards Extra Places etc	430.98	7,680.00	460.00	820.00	760.00				
Creditors									
Balance of Awards	360.00	0.00	0.00	0.00	0.00				
Website Maint	1,500.00	6,500.00		2,000.00	3,000.00				
Campaign Management									
Examiner	300.00	300.00	(300.00)	(2,300.00)	(3,350.00)				
Net Total Assets	£3,005.67	£3,185.07	£3,367.93	£6,543.29	£10,195.51				
Reserves b/fwd									
Awards General	6,033.18	3,005.67	3,185.07	3,367.93	6,543.29				
Surplus/(Deficit) for the year	(3,027.51)	179.40	182.86	3,175.36	3,652.22				
Reserves c/fwd	£3,005.67	£3,185.07	£3,367.93	£6,543.29	£10,195.51				

Schedule of Fixed Assets SSEIB									
	Cost	Deprecn B/fwd	Deprec, This year	Total Deprecn	Net Book Value	Deprecn B/fwd	Deprec, This year	Total Deprecn	Net Book Value
		2,017	2017	2017	2017	2018	2018	2018	2018
Computer 2011	700.00	700.00	0.00	700.00	0.00				
Computer 2012	579.00	579.00	0.00	579.00	0.00				
Computer Jan 2013	467.00	442.00	25.00	467.00	0.00				
Screen Jan 2013	223.00	223.00	0.00	223.00	0.00				
Laptop (Jean G) Mar 2013	478.00	478.00	0.00	478.00	0.00				
The above now scrapped									
Laptop Aug 2016	369.00	20.00	123.00	143.00	226.00	143.00	103.00	246.00	123.00
Laptop Mar 18	289.00					0.00	64.00	64.00	225.00
Projector Mar 18	358.00					0.00	79.00	79.00	279.00
Laptop July 18	1,043.00					0.00	116.00	116.00	927.00
TOTAL FIXED ASSETS	£2,059.00	£20.00	£123.00	£143.00	£226.00	£143.00	£362.00	£505.00	£1,554.00
Depn calc at 3 years write-off for months of 2018 ie 287/3 = £96 annual dep; 8 month = 96/12*8 = £64 for 2018									