



# Trustees' Annual Report for the period

Period start date		Period end date	
From	6th April 2018	To	5th April 2019

## Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Postcode

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Dr Andrew Salisbury	Chair	All Year	
2	Marc Carlton	Hon treasurer	All Year	
3	Adrian Thomas		All Year	
4	Dr Ken Thompson		All Year	
5	Caroline Ware		All Year	
6	Judith Conroy		All Year	
7	David Perkins		All Year	
8	Adam Cormack		All Year	
9	Morag Shuaib		All year	
10	Deborah Smith		April-Nov 2018	
11	Rosi Rollings		April-Sept 2018	
12				
13				
14				
15				
16				
17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

### Name of chief executive or names of senior staff members (Optional information)

Dr Stephen Head    Coordinator (unpaid volunteer)

## Section B                      Structure, governance and management

### Description of the charity's trusts

Type of governing document <small>(eg. trust deed, constitution)</small>	Constitution
How the charity is constituted <small>(eg. trust, charitable company)</small>	Charitable Incorporated Organisation
Trustee selection methods <small>(eg. appointed by, elected by)</small>	Appointed by existing Trustees

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The charity has clear policies and procedures on the skill needs, recruitment and induction of Trustees. The implementation of these resulted in a strengthened and refreshed board of trustees in 2017/18 which in 2018/19 continued to develop new roles and distribution of existing responsibilities. Procedures are now in place to regularly review governance and risks.

The charity is a volunteer-operated organisation with no employees. The charity corresponds with a large number of other not-for-profit organisations, and is a member of Wildlife and Countryside LINK.

The Trustees reviewed the strategy of the forum and identified the future direction of the organisation where further capability is required in 2017/18. Working practices continue to be modified where necessary, including the distribution of responsibilities for specific activities more widely among the board. An 'away' day was held for trustees in August 2018 to further develop strategy and planning which are being incorporated into a five year plan which is due for publication in early 2020.

A communications strategy which will co-ordinate the forums media outputs was developed and is being put into practice.

## Section C                      Objectives and activities

**Summary of the objects of the charity set out in its governing document**

- a) To promote the conservation, protection and improvement of the physical and natural environment of gardens and their biological diversity.
- b) To advance the education of the public in the conservation, protection and improvement of the physical and natural environment and biodiversity of gardens and the consequent human health and well-being benefits.

Gardens are remarkably diverse and important habitats for our declining wildlife, and are where the great majority of children find their first direct contact with nature. Nearly 90% of UK households have gardens and so our work is able to benefit a very large proportion of the public who wish to manage their gardens sustainably and with wildlife in mind. In planning and executing our work, the Trustees have given careful consideration to the Charity Commission's general guidance on public benefit and in particular to its public benefit guidance on advancing education and on conservation of the environment.

Object a) Promoting conservation, protection and improvement ...

The Wildlife Gardening Forum furthers this object through issuing 4 newsletters per year summarising new research and best practice findings. In addition we hold public conferences, and maintain an expanding website to provide access to evidence-based information and advice, through coordinating and informing the work of the many charities and other organisations within our membership and contacts, and influencing decision makers through working with other charities and disseminating evidence.

Our conferences are based on academic studies, backed up with examples of successful applications and best practice and are very popular with research students for networking and gaining experience in communicating their work. Conference costs are kept close to break-even, and concessions are made on request. Conference proceedings are written up and made available to all Forum correspondents, and are freely available as pdf files on our website.

Our website, relaunched in Spring 2017, has been considerably enlarged and pages updated. It contains extensive background information in garden and wildlife science and planting for wildlife, reviewing information largely unavailable to a general reader. Major new sections have been populated on garden wildlife, the production of additional pages has been prioritised. The website constitutes the largest compendium of freely available information about garden biodiversity anywhere on the web.

The Forum's Manifesto, available in English and Welsh on the website, provides a simple introduction to decision makers about the policy changes we would like to see to improve the status of gardens for wildlife and people. Our membership of the umbrella organisation Wildlife and Countryside Link is allowing the Forum to contribute its voice alongside other charities in environmental issues.

Object b) To advance the education of the public....

This object is addressed through public conferences, creation of publications and newsletters, work with the media, provision of professional guidance and training for teachers and practitioners and

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

maintaining a website to provide access for everyone to evidence-based information and advice.

The Trustees ensure a powerful educational outcome by insisting on testing all statements and guidance in our material and on our website against established and published fact, giving attribution so that those who wish can have access to original work. We identify and point out areas where evidence is inadequate, and have succeeded in starting research projects (such as the RHS-run "Plants for Bugs Project" investigating the relative value of native and non-native garden plants) where a major deficiency of evidence has let myths and assumptions stay unchallenged.

While most of our focus is on biodiversity, our education objective is also concerned with the role of gardens and urban green space on human mental and physical health, and the cohesion and better function of communities. This is another relatively new field of research that has not yet become widely known among the public and decision makers, but is of increasing importance as Britain becomes steadily more urban. There is great synergy between this aspect of gardens, and biodiversity conservation, and we see our role as helping to make the health research findings accessible to everyone alongside the biodiversity, and with the same standards of rigour.

#### **Additional details of objectives and activities (Optional information)**

The Wildlife Gardening Forum is not yet in a position routinely to disperse grants, and does not manage investments.

The Wildlife Gardening Forum does not have any paid employees, so all its activities are managed and executed through volunteer action.

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

## **Section D**

## **Achievements and performance**

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

The fifth full year of operation of the Wildlife Gardening Forum as a registered charity has seen a further development of our risk and mitigation procedures. The charity's profile and number of supporters have continued to grow through conference, the website and a strong growth in social media interaction.

Within the year the Charity has held one public event and one more 'traditional' conference. A with the Wildfowl and Wetlands Trust in May 2018 was attended by over 100 delegates at the London Wetland Centre. This extends the reach of our communication beyond the ecologically-aware gardeners to the less informed but interested public. The second conference had as subject matter 'New findings in Wildlife Gardening Science', was held in Bristol and had more than 70 delegates.

Two events are planned for 2019-20. Following the success in 2018 there will be a second "Wildlife Gardeners Day" in May at the London Wetlands Centre. The second is a conference focused on Healthy Gardens and People in conjunction with the Zoological Society of London.

The website and our conferences are helping to recruit new contacts for the Wildlife Gardening Forum, and our mailing list is now over 1190 people, affiliated with about 300 organisations. The Forum's Facebook page has more than 2000 followers maintaining a lively correspondence about garden wildlife and management. Nearly 1500 people are following our Twitter stream.

## Section E

## Financial review

**Section D****Achievements and performance****Brief statement of the charity's policy on reserves**

The Wildlife Gardening Forum has general funds, currently approximately equal to one year's operating costs, which the Trustees consider prudent to maintain the charity's core activities during a time of growth and change. There are no designated funds. It has one long-term Restricted Fund, of monies received from the Patsy Wood Trust, which are for the development of the Charity, extending its reach and influence. This restricted fund will be closed when it is exhausted.

**Details of any funds materially in deficit**

Nil

**Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The Charity's main core funds have come from its charitable activities of holding conferences, where the delegate charges are at approximately break-even level. The great significance and achievements made possible by the Patsy Wood Trust's Development grant are gratefully acknowledged. The Charity is beginning to attract small donations.

The Charity's future fundraising activity will be tailored to the goals of its development plan currently under construction. It is the Trustees' intention to keep the charity modest in size and to achieve its aims in partnership rather than creating a substantial infrastructure.

**Section F****Other optional information**

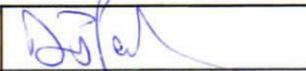
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**Section G****Declaration**

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Dr Andrew Salisbury

Dr David Perkins

Position (eg Secretary, Chair, etc)

Chair

Trustee

Date

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The Wildlife Gardening Forum	1156608
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## Receipts and payments accounts

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For the period from	6th April 2018	To	5th April 2019
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
Voluntary Receipts: Donations	£115.61	-	-	116	
Ketrelman Grant				-	12,000
Charitable activity: Conference income	£4,725.00	-	-	4,725	1,855
Refund Conference accomodation	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>4,841</b>	<b>-</b>	<b>-</b>	<b>4,841</b>	<b>13,855</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>4,841</b>	<b>-</b>	<b>-</b>	<b>4,841</b>	<b>13,855</b>
<b>A3 Payments</b>					
Transfer of Grant	-		-	-	12,000
Charitable Activity: Website	281	-	-	281	-
Charitable Activity: Working Groups	-	-	-	-	-
Charitable Activity: Conferences	3,537	-	-	3,537	1,222
Charitable Activity: Influence	47	152	-	199	739
Consultancy and office	-	-	-	-	63
Governance costs	235	-	-	235	463
Costs generating funds	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>4,100</b>	<b>152</b>	<b>-</b>	<b>4,252</b>	<b>14,486</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>4,100</b>	<b>152</b>	<b>-</b>	<b>4,252</b>	<b>14,486</b>
<b>Net of receipts/(payments)</b>	<b>740</b>	<b>- 152</b>	<b>-</b>	<b>589</b>	<b>- 5,104</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>5,522</b>	<b>461</b>	<b>-</b>	<b>5,983</b>	<b>6,614</b>
<b>Cash funds this year end</b>	<b>6,262</b>	<b>309</b>	<b>-</b>	<b>6,572</b>	<b>5,983</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>		6,262	309	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>6,262</b>	<b>309</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK

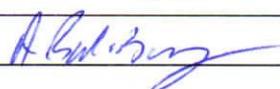
Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	Nil	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>	Nil		-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>	Nil		-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>	Nil		-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	ANDREW SACCUBURY	