

The Friends of Bedgebury Pinetum

Unaudited

Trustees' report and financial statements

for the year ended 31 March 2020

The Friends of Bedgebury Pinetum

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The Friends of Bedgebury Pinetum

Reference and administrative details of the charity, its trustees and advisers for the year ended 31 March 2020

Trustees	P Barnes (resigned 28 October 2019) B Backhouse J Sheldon K Brookbank K Webber J Gordon E Hill (resigned 7 February 2020) K Fletcher P Vingoe
Charity registered number	1113325
Principal office	Park Lane Goudhurst Cranbrook Kent TN17 2SL
Accountants	Williams Giles Professional Services Ltd 12 Conqueror Court Sittingbourne Kent ME10 5BH
Bankers	Lloyds Bank Plc 17 Wellington Place Hastings East Sussex TN34 1NX CAF Bank Limited 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4TA

The Friends of Bedgebury Pinetum

Trustees' report for the year ended 31 March 2020

The trustees present their annual report together with the financial statements of the charity for the year from 1 April 2019 to 31 March 2020.

Objectives and activities

a. Policies and objectives

The charity's objects are the furtherance of research and education amongst the general public in all fields relating to the study of trees and the dissemination of the useful results of any research.

In furtherance of these objectives provision may be made for:

1. funds for such purposes as will promote and further the work of the Bedgebury Pinetum;
2. the funding of visits by school children to the Bedgebury Pinetum, the purchase or acceptance of all or any material in connection with the study of trees and the financing of the publication of material connected therewith;
3. funding for students for education and research in all fields relating to the study of trees and in particular to enable such students to work at the Bedgebury Pinetum;
4. funds for the purpose of enabling approved persons to travel in order to study and collect material for inclusion in the collections at the Bedgebury Pinetum and other arboreta and gardens;
5. the sponsoring of such events and exhibitions as are intended to advance the knowledge of all fields relating to the study of trees among the general public.

There has been no change in these during the year.

The trustees confirm that they have paid due regard to guidance on public benefit issued by the Charity Commission when reviewing the charity's aims and objectives and in planning what activities the charity should undertake.

Achievements and performance

In 2019/2020 the Friends of Bedgebury Pinetum continued to provide invaluable support to the work of the Pinetum at Bedgebury and 'The Conifer Conservation Project'.

Grants by the Friends this year supported the following projects, more information on which is detailed below.

- Engagement and employment of young people in horticulture
- Bedgebury's Iris BG Database
- Tree labelling
- Seasonal trails
- The Gerald Williams Education Room
- Planning for the next 10 years at Bedgebury
- Tree care
- Ecological pond assessment
- Seed collection in Japan
- Volunteers
- Bird ringing at Bedgebury
- And finally....

Engagement and employment of young people in horticulture: In 2019/2020, the Friends of Bedgebury Pinetum ("the Friends") enabled Forestry England to employ an enthusiastic young man to support a project to verify a subset of Bedgebury's tree collection, undertake tree pre-establishment checks and support the Forestry Commission's Forest Research team with disease surveys in the Pinetum. Working with partner organisations like Royal Botanic Garden Edinburgh, and Westonbirt, the National Arboretum, the verification aspects of the project were supported by the site's Iris BG Database and Records Officer to ensure records of taxonomic changes in nomenclature or plant classification were updated within Bedgebury's IrisBG database (see below).

The Friends of Bedgebury Pinetum

Trustees' report (continued) for the year ended 31 March 2020

Achievements and performance (continued)

The young man employed to support this project is remarkable. He is passionate about trees and has spent recent school summer holidays volunteering at Bedgebury in order to learn more about conifers. The Friends therefore happily granted Forestry England £6,600 in 2019/2020 to cover his employment costs on this project. These in turn were supported in part by a grant of £4,000 from the Stanley Smith Horticultural Trust, so enabling the Friends to support the project further into 2020.

Iris BG Database: The Iris BG database is Forestry England's botanic garden tree database. Purchased in recent years, efforts to fully populate historic, existing, and new tree data for the entire collection continue. A user-friendly interface for the software exists and will eventually be made available to the public, offering engagement and learning opportunities for the Pinetum's audience. In 2019/2020 the Friends funded the purchase of two tablets, at a cost of £720, to enable the Tree Team to update the Iris BG database in the field whilst undertaking tree surveys. Before the acquisition of the tablets, information was recorded on paper and input manually to the database back in the office. This year, the Friends also supported the Iris BG database investment by paying the £1,025 annual licence fee.

Tree labelling: The purpose of labelling trees is to ensure that the Pinetum's trees are identifiable to staff and to visitors. Bedgebury's tree labelling is managed by the site's Iris BG Database and Records Officer and is carried out by volunteers. This year, £1,150 was granted by the Friends towards the ongoing cost of new and replacement tree labels.

Seasonal trails are installed by Bedgebury's Learning Team each year to raise awareness of the tree collection, the work of Forestry England and the Friends, and the importance of ex situ conifer conservation. The 2019/2020 trail was centred on a unique botanic outdoor art exhibition using artwork painted by the volunteer artists of the Bedgebury Pinetum Florilegium Society. The exhibition was accompanied by a catalogue, in the form of a Friends magazine, giving in-depth information about the artwork, the trees being painted and the artists themselves. The inception of the project was funded by the Friends in 2018/9, but, because of its success, the exhibition trail ran for an additional 6 months to the end of the 2019/2020 financial year. As a result, the Friends funded the production of additional catalogues in 2019/2020 at a cost of £2,930.

The Learning Team's 2020/2021 seasonal trail will focus on the 'International Year of Plant Health' and will share the Pinetum's role as an early warning sentinel and research site for tree pests and diseases. In 2019/2020 the Friends paid £250 towards the design and production of this trail.

In addition to their support for the Learning Team's seasonal trails, the Friends also supports more permanent Learning Team initiatives to engage and educate the public about conifers and the Pinetum's tree collection. To this end, in 2019/2020, the Friends funded the design and production of four new interpretation boards (£2,736) that explain the role and purpose of botanic gardens like Bedgebury to the site's 500,000 annual visitors.

Bedgebury's Learning Team had another successful year with 3,122 pupils participating in either a Forestry England led session, a learning partner led session, or using self-guided learning packs created by the Learning Team with Friends funding. Five travel bursaries (£1,000) were granted by the Friends to schools to provide the financial assistance needed to enable their pupils to access the Pinetum as a place for learning.

The Gerald Williams Education Room: Bedgebury's Education Room is vital to Bedgebury's Learning Team as the hub where most schools' educational visits start. In 2019/2020 the Friends granted £572 for the purchase of new tables and chairs for the room.

Planning for the next 10 years at Bedgebury: Bedgebury Pinetum was established in 1925 as an out-of-London extension to Kew Gardens. As Bedgebury's centenary approaches, Forestry England has initiated a legacy project to celebrate the Pinetum's past and galvanise support for its future. The Friends team is working with Forestry England in support of the project and has funded some initial external planning consultancy costs (£2,900). More information on the Forestry England project will follow in future as plans are formulated.

The Friends of Bedgebury Pinetum

Trustees' report (continued) for the year ended 31 March 2020

Achievements and performance (continued)

Tree care: The tree collection at Bedgebury has a number of significant heritage trees that date back to the time before 1925 when the Pinetum was part of the Bedgebury Estate. The Friends granted £1,000 in 2019/2020 to enable Forestry England to undertake work to aerate the root systems of 4 significant trees in order to improve their health and extend their lives.

Ecological pond assessment: Bedgebury Pinetum has a number of natural and man-made waterways and ponds which offer aesthetic interest as well as benefitting the huge variety of flora and fauna in the Pinetum. Over time, the ponds have silted up, degrading the waterways. So, a new project is currently underway to revitalise the surface water on site. The Friends granted Forestry England £1,000 in 2019/2020 in support of related and ongoing ecology mitigation surveys. These surveys will form part of the planning application for permission to create new ponds and will be undertaken by the Kent High Weald Partnership, another not-for profit conservation organisation based at Bedgebury.

Seed collection in Japan: Around the world, 36 areas are designated as biodiversity hotspots, where an exceptionally high number of plant species are under significant threat. Japan is one of these critically important hotspots. It is rich in conifer species and with species generally under-represented in horticulture. Working with Oxford Botanic Garden and Arboretum and Japanese partners, Bedgebury's Collection Manager has been invited to join this 3-year collaborative expedition to study and collect seeds from plants in their native range in order to increase the genetic diversity and growing success of plants in gardens in the UK and to promote the conservation of the plants for the protection of the environment. In 2019/20 the Friends provided funding of £5,208 towards expedition costs.

Volunteers: Bedgebury has circa 90 active volunteers directed by Forestry England, as well as the support of many volunteer partnership groups who give their time, skills and experience freely. In 2019/2020 the number of recorded volunteer hours was circa 11,100, equivalent to an additional 6 full-time members of staff. In 2019/2020, the Friends contributed £1,763 towards Bedgebury's management of these volunteers, supporting the purchase of new tools and equipment as well as making a contribution to the 2019 autumn 'thank you' BBQ which recognised and thanked Bedgebury's volunteers for the contributions they made during the year. In addition, the Friends provided branded uniform items (£287) to the volunteer artists of the Bedgebury Pinetum Florilegium Society in recognition of the depth of their partnership with the Friends and the success of their many thousands of hours of work on the Art of Trees exhibition.

Bird ringing at Bedgebury: The Pinetum is lucky enough to have a British Trust for Ornithology trained volunteer who comes to site regularly to ring and record Bedgebury's birds. The Friends offers members the chance to witness the ringing sessions in small numbers, providing an engaging opportunity to educate the wider public about the benefits and aims of bird ringing with an up-close experience with wild birds. The Friends made grants of £509 in 2019/2020 towards related rings and bird food.

And finally.... The Friends made a number of small grants amounting to £690 in 2019/2020 to complete the acquisition of the site's volunteer all-terrain vehicle (Friends-funded in 2018/2019), to thank a local charity, Folly Wildlife, for their help with Bedgebury's injured wildlife, and to enable Forestry England team members to enjoy a Friends event during the incredibly busy festive period.

Financial review

a. Going concern

During the 12 months from the date of approval of these financial statements the assets and liabilities of the charity will be transferred to a new Charitable Incorporated Organisation known by the same name as the charity. These financial accounts have been prepared on a basis other than the going concern basis, being the break up basis. As the assets and liabilities will be transferred at book value, no material adjustments have been required as a result of the financial statements being prepared on the break up basis.

The Friends of Bedgebury Pinetum

**Trustees' report (continued)
for the year ended 31 March 2020**

Structure, governance and management

a. Statement of intent

The Friends of Bedgebury Pinetum support research into, and the conservation of, all flora and fauna, and the sharing of related knowledge with the general public.

b. Methods of appointment or election of trustees

The management of the charity is the responsibility of the trustees who are elected and co-opted under the terms of the constitution.

Approved by order of the members of the board of trustees and signed on their behalf by:



**J Gordon
Trustee**

Date: 27 . 06 . 2020

The Friends of Bedgebury Pinetum

**Independent examiner's report
for the year ended 31 March 2020**

Independent examiner's report to the trustees of The Friends of Bedgebury Pinetum ('the charity')

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2020.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of Association of Chartered Certified Accountants, which is one of the listed bodies.

Your attention is drawn to the fact that the charity has prepared the accounts in accordance with Accounting and Reporting by Charities: 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) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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 that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

Signed:

Alexander Ffrench

Williams Giles Professional Services Ltd
12 Conqueror Court
Sittingbourne
Kent
ME10 5BH

Dated:

FCCA DChA

The Friends of Bedgebury Pinetum

Balance sheet
as at 31 March 2020

	Note	2020 £	2019 £
Fixed assets			
Tangible assets	13	7,306	7,851
		<u>7,306</u>	<u>7,851</u>
Current assets			
Stocks	14	5,950	5,500
Debtors	15	25,143	3,746
Cash at bank and in hand		277,386	381,865
		<u>308,479</u>	<u>391,111</u>
Creditors: amounts falling due within one year	16	(51,967)	(215,640)
Net current assets		<u>256,512</u>	<u>175,471</u>
Total net assets		<u><u>263,818</u></u>	<u><u>183,322</u></u>
Charity funds			
Restricted funds	17	46,209	53,678
Unrestricted funds	17	217,609	129,644
Total funds		<u><u>263,818</u></u>	<u><u>183,322</u></u>

The financial statements were approved and authorised for issue by the trustees and signed on their behalf by:

J Gordon
Trustee

Date: 27.06.2020

The notes on pages 10 to 25 form part of these financial statements.

The Friends of Bedgebury Pinetum

Statement of financial activities
for the year ended 31 March 2020

	Note	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
Income from:					
Donations and legacies	3	13,507	4,540	18,047	31,233
Charitable activities	4	115,985	-	115,985	93,542
Other trading activities	5	332,078	3,049	335,127	333,365
Investments	6	1,003	-	1,003	925
Total income		462,573	7,589	470,162	459,065
Expenditure on:					
Raising funds	7	262,057	-	262,057	149,938
Charitable activities	8	112,551	15,058	127,609	276,428
Total expenditure		374,608	15,058	389,666	426,366
Net movement in funds		87,965	(7,469)	80,496	32,699
Reconciliation of funds:					
Total funds brought forward		129,644	53,678	183,322	150,623
Net movement in funds		87,965	(7,469)	80,496	32,699
Total funds carried forward		217,609	46,209	263,818	183,322

The Statement of financial activities includes all gains and losses recognised in the year.

The notes on pages 10 to 25 form part of these financial statements.

The Friends of Bedgebury Pinetum

**Statement of cash flows
for the year ended 31 March 2020**

	2020 £	2019 £
Cash flows from operating activities		
Net cash used in operating activities	(104,391)	(188,767)
Cash flows from Investing activities		
Dividends, interests and rents from investments	1,003	925
Proceeds from the sale of tangible fixed assets	400	-
Purchase of tangible fixed assets	(1,491)	(2,788)
Net cash used in investing activities	(88)	(1,863)
Change in cash and cash equivalents in the year	(104,479)	(190,630)
Cash and cash equivalents at the beginning of the year	381,865	572,495
Cash and cash equivalents at the end of the year	277,386	381,865

The notes on pages 10 to 25 form part of these financial statements

The Friends of Bedgebury Pinetum

Notes to the financial statements for the year ended 31 March 2020

1. General Information

The Friends of Bedgebury Pinetum is an unincorporated charity registered in England. The registered office of the charity is Park Lane, Goudhurst, Cranbrook, Kent, TN17 2SL.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) – Accounting and Reporting by Charities: 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) (effective 1 January 2015), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The Friends of Bedgebury Pinetum meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Income

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Donated services or facilities are recognised when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time of the Friends is not recognised.

On receipt, donated professional services and facilities are recognised on the basis of the value of the gift to the charity which is the amount it would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Membership income is recognised on the inception of the annual membership arrangement.

The Friends of Bedgebury Pinetum

Notes to the financial statements for the year ended 31 March 2020

2. Accounting policies (continued)

2.3 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity.

Support costs are those costs incurred on business and project management by the charity's employees.

Expenditure on raising funds are those costs incurred in attracting voluntary income, in undertaking trading activities that raise funds and in disseminating information in support of the charity's activities and objectives.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the charity's objectives, as well as any associated support costs.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

2.4 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

2.5 Tangible fixed assets and depreciation

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives.

Depreciation is provided on the following bases:

Fixtures and fittings	- 25% per annum on reducing balance
Office equipment	- 25% per annum on reducing balance
Florilegium artwork	- No depreciation

2.6 Stocks

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks.

2.7 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

2.8 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

The Friends of Bedgebury Pinetum

Notes to the financial statements for the year ended 31 March 2020

2. Accounting policies (continued)

2.9 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

2.10 Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.11 Pensions

The charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the charity to the fund in respect of the year.

2.12 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

The Friends of Bedgebury Pinetum

Notes to the financial statements for the year ended 31 March 2020

3. Income from donations and legacies

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £
Donations and gifts	11,334	4,540	15,874
Income tax recoverable under Gift Aid	2,173	-	2,173
	13,507	4,540	18,047

	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £
Donations and gifts	9,219	19,390	28,609
Income tax recoverable under Gift Aid	1,637	987	2,624
	10,856	20,377	31,233

4. Income from charitable activities

	Unrestricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
Providing support staff	109,056	109,056	85,540
Engagement events	6,929	6,929	8,002
	115,985	115,985	93,542

5. Income from other trading activities

Income from fundraising events

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £
Retail income	14,949	2,849	17,798
	14,949	2,849	17,798

The Friends of Bedgebury Pinetum

Notes to the financial statements
for the year ended 31 March 2020

5. Income from other trading activities (continued)

Income from fundraising events (continued)

	<i>Unrestricted funds 2019 £</i>	<i>Total funds 2019 £</i>
Retail income	19,033	19,033

Income from non charitable trading activities

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £
Membership subscriptions	317,129	200	317,329

	<i>Unrestricted funds 2019 £</i>	<i>Total funds 2019 £</i>
Membership subscriptions	314,332	314,332

6. Investment income

	Unrestricted funds 2020 £	Total funds 2020 £	<i>Total funds 2019 £</i>
Interest receivable	1,003	1,003	925

The Friends of Bedgebury Pinetum

**Notes to the financial statements
for the year ended 31 March 2020**

7. Expenditure on raising funds

Costs of raising voluntary income

	Unrestricted funds 2020 £	Total funds 2020 £	<i>Total funds 2019 £</i>
Magazine	-	-	2,496
Other fundraising costs	129	129	338
Retail costs - trading	8,355	8,355	10,870
Forestry England - vehicle access arrangement charge - trading	125,733	125,733	-
	<u>134,217</u>	<u>134,217</u>	<u>13,704</u>

At the start of the year, a formal arrangement was entered into with Forestry England in relation to the costs associated with members' vehicle access to Bedgebury. The charge above represents the cost of this formal arrangement. In previous years, all payments to Forestry England were seen to be freely given grants and were included below within 'Grants for Forestry England projects' as charitable expenditure.

Fundraising and trading expenses

	Unrestricted funds 2020 £	Total funds 2020 £	<i>Total funds 2019 £</i>
Support costs - fundraising and trading	<u>127,840</u>	<u>127,840</u>	<u>136,234</u>

The Friends of Bedgebury Pinetum

**Notes to the financial statements
for the year ended 31 March 2020**

Support costs - fundraising and trading breakdown

	2020 £	2019 £
Employee and volunteer costs	128	430
Uniforms	446	134
Printing, postage and stationery	4,024	6,049
IT costs	4,467	4,294
Insurance	1,262	1,292
Marketing	4	1,392
Payroll management	1,248	1,170
Recruitment	-	342
Accountancy	1,500	1,340
Transaction costs	6,151	5,620
Wages and salaries	99,179	105,250
National insurance	5,082	5,388
Pension cost	2,713	1,849
Depreciation	1,636	1,684
	<u>127,840</u>	<u>136,234</u>

8. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £
Providing support staff and events	96,987	-	96,987
Supporting volunteers	140	143	283
Grants for Forestry England projects	14,424	14,915	29,339
Other grants	1,000	-	1,000
	<u>112,551</u>	<u>15,058</u>	<u>127,609</u>

The Friends of Bedgebury Pinetum

Notes to the financial statements
for the year ended 31 March 2020

8. Analysis of expenditure on charitable activities (continued)

Summary by fund type (continued)

	<i>Unrestricted funds 2019 £</i>	<i>Restricted funds 2019 £</i>	<i>Total funds 2019 £</i>
Providing support staff and events	76,925	-	76,925
Supporting volunteers	-	117	117
Grants for Forestry England projects	179,594	19,392	198,986
Other grants	400	-	400
	<u>256,919</u>	<u>19,509</u>	<u>276,428</u>

9. Analysis of expenditure by activities

	<i>Activities undertaken directly 2020 £</i>	<i>Grant funding of activities 2020 £</i>	<i>Support costs 2020 £</i>	<i>Total funds 2020 £</i>
Providing support staff and events	96,987	-	-	96,987
Supporting volunteers	-	-	283	283
Grants for Forestry England projects	-	29,339	-	29,339
Other grants	-	1,000	-	1,000
	<u>96,987</u>	<u>30,339</u>	<u>283</u>	<u>127,609</u>

	<i>Activities undertaken directly 2019 £</i>	<i>Grant funding of activities 2019 £</i>	<i>Support costs 2019 £</i>	<i>Total funds 2019 £</i>
Providing support staff and events	76,925	-	-	76,925
Supporting volunteers	-	-	117	117
Grants for Forestry England projects	-	198,986	-	198,986
Other grants	-	400	-	400
	<u>76,925</u>	<u>199,386</u>	<u>117</u>	<u>276,428</u>

The Friends of Bedgebury Pinetum

Notes to the financial statements
for the year ended 31 March 2020

9. Analysis of expenditure by activities (continued)

Analysis of direct costs

	Providing support staff and events 2020 £	Total funds 2020 £	Total funds 2019 £
Staff costs	93,274	93,274	72,825
Recruitment and training costs	418	418	91
Engagement events	3,295	3,295	4,009
	<u>96,987</u>	<u>96,987</u>	<u>76,925</u>

Analysis of support costs

	Supporting volunteers 2020 £	Total funds 2020 £	Total funds 2019 £
Volunteer costs	-	-	17
Insurance	143	143	100
Trustee training	140	140	-
	<u>283</u>	<u>283</u>	<u>117</u>

10. Independent examiner's remuneration

	2020 £	2019 £
Fees payable to the charity's independent examiner for the independent examination of the charity's annual accounts	750	750
Fees payable to the charity's independent examiner in respect of: All other services not included above	<u>750</u>	<u>750</u>

The Friends of Bedgebury Pinetum

Notes to the financial statements for the year ended 31 March 2020

11. Staff costs

	2020 £	2019 £
Wages and salaries	189,268	176,233
Social security costs	7,887	6,976
Contribution to defined contribution pension schemes	3,093	2,103
	<u>200,248</u>	<u>185,312</u>

The average number of persons employed by the charity during the year was as follows:

	2020 No.	2019 No.
	<u>17</u>	<u>16</u>

No employee received remuneration amounting to more than £60,000 in either year.

During the year, key management personnel cost the charity £40,851 (2019 - £39,034). This sum includes gross pay, pension contributions and employers national insurance payments.

12. Trustees' remuneration and expenses

During the year, no trustees received any remuneration or other benefits (2019 - £NIL).

During the year ended 31 March 2020, no trustee expenses were incurred (2019 - £NIL).

The Friends of Bedgebury Pinetum

Notes to the financial statements
for the year ended 31 March 2020

13. Tangible fixed assets

	Fixtures and fittings £	Office equipment £	Other fixed assets £	Total £
Cost or valuation				
At 1 April 2019	8,138	8,333	2,800	19,271
Additions	-	1,491	-	1,491
Disposals	-	-	(400)	(400)
At 31 March 2020	8,138	9,824	2,400	20,362
Depreciation				
At 1 April 2019	5,448	5,972	-	11,420
Charge for the year	673	963	-	1,636
At 31 March 2020	6,121	6,935	-	13,056
Net book value				
At 31 March 2020	2,017	2,889	2,400	7,306
At 31 March 2019	2,690	2,361	2,800	7,851

14. Stocks

	2020 £	2019 £
Goods for resale	5,950	5,500

15. Debtors

	2020 £	2019 £
Due within one year		
Trade debtors	17,518	61
Other debtors	2,173	3,685
Prepayments and accrued income	5,452	-
	25,143	3,746

The Friends of Bedgebury Pinetum

Notes to the financial statements
for the year ended 31 March 2020

16. Creditors: Amounts falling due within one year

	2020 £	2019 £
Other taxation and social security	8,187	-
Other creditors	3,210	5,705
Accruals and deferred income	40,570	209,935
	<u>51,967</u>	<u>215,640</u>

17. Statement of funds

Statement of funds - current year

	Balance at 1 April 2019 £	Income £	Expenditure £	Balance at 31 March 2020 £
Unrestricted funds				
General funds	<u>129,644</u>	<u>462,573</u>	<u>(374,608)</u>	<u>217,609</u>
Restricted funds				
Conifer Conservation Project	51,515	4,000	(11,354)	44,161
Florilegium Fund	1,053	200	(143)	1,110
Events	125	-	-	125
Volunteer All-Terrain Vehicle	985	-	(212)	773
Seed Collection	-	3,349	(3,349)	-
Bird-ringing	-	40	-	40
	<u>53,678</u>	<u>7,589</u>	<u>(15,058)</u>	<u>46,209</u>
Total of funds	<u>183,322</u>	<u>470,162</u>	<u>(389,666)</u>	<u>263,818</u>

The Friends of Bedgebury Pinetum

Notes to the financial statements
for the year ended 31 March 2020

17. Statement of funds (continued)

Statement of funds - prior year

	<i>Balance at 1 April 2018</i>	<i>Income</i>	<i>Expenditure</i>	<i>Balance at 31 March 2019</i>
	£	£	£	£
Unrestricted funds				
General funds	97,963	438,538	(406,857)	129,644
	<hr/>	<hr/>	<hr/>	<hr/>
Restricted funds				
Conifer Conservation Project	51,515	-	-	51,515
Florilegium Fund	1,020	150	(117)	1,053
Events	125	-	-	125
Volunteer All-Terrain Vehicle	-	14,377	(13,392)	985
Play Furniture	-	6,000	(6,000)	-
	<hr/>	<hr/>	<hr/>	<hr/>
	52,660	20,527	(19,509)	53,678
	<hr/>	<hr/>	<hr/>	<hr/>
Total of funds	<u>150,623</u>	<u>459,065</u>	<u>(426,366)</u>	<u>183,322</u>

The Conifer Conservation Project - This Forestry England initiative seeks to conserve endangered conifers by providing ex situ plantings on a landscape scale.

The Florilegium Fund - This fund supports a volunteer group of botanic artists who create beautiful and botanically accurate drawings of rare or endangered trees in the National Pinetum from living samples. These drawings are a traditional and contemporary form of record keeping for important botanic gardens around the world.

Events - This sum was donated to support the development of a Pinetum-based events programme for children not able to access the programme currently offered.

Volunteer All-Terrain Vehicle - This fund is for the purchase of an all-terrain vehicle for the use of Bedgebury's various volunteer groups, but primarily those based in the Pinetum supporting the maintenance of its tree collection.

Play Furniture - This fund contributed to new, Pinetum-based, children's play furniture for pre-school children in 2019.

Seed Collection - This fund supports the collection of seed, for the purposes of conservation and scientific research, from native ranges.

Bird-ringing - This fund supports volunteer-based bird-ringing, for the purposes of conservation and scientific research, at Bedgebury.

The Friends of Bedgebury Pinetum

Notes to the financial statements
for the year ended 31 March 2020

18. Summary of funds

Summary of funds - current year

	Balance at 1 April 2019 £	Income £	Expenditure £	Balance at 31 March 2020 £
General funds	129,644	462,573	(374,608)	217,609
Restricted funds	53,678	7,589	(15,058)	46,209
	<u>183,322</u>	<u>470,162</u>	<u>(389,666)</u>	<u>263,818</u>

Summary of funds - prior year

	Balance at 1 April 2018 £	Income £	Expenditure £	Balance at 31 March 2019 £
General funds	97,963	438,538	(406,857)	129,644
Restricted funds	52,660	20,527	(19,509)	53,678
	<u>150,623</u>	<u>459,065</u>	<u>(426,366)</u>	<u>183,322</u>

19. Analysis of net assets between funds

Analysis of net assets between funds - current period

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £
Tangible fixed assets	7,306	-	7,306
Current assets	262,270	46,209	308,479
Creditors due within one year	(51,967)	-	(51,967)
Total	<u>217,609</u>	<u>46,209</u>	<u>263,818</u>

The Friends of Bedgebury Pinetum

Notes to the financial statements
for the year ended 31 March 2020

19. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior period

	<i>Unrestricted funds 2019 £</i>	<i>Restricted funds 2019 £</i>	<i>Total funds 2019 £</i>
Tangible fixed assets	7,851	-	7,851
Current assets	337,433	53,678	391,111
Creditors due within one year	(215,640)	-	(215,640)
Total	129,644	53,678	183,322

20. Reconciliation of net movement in funds to net cash flow from operating activities

	2020 £	2019 £
Net income for the period (as per Statement of Financial Activities)	80,496	32,699
Adjustments for:		
Depreciation charges	1,636	1,684
Dividends, interests and rents from investments	(1,003)	(925)
(Increase)/decrease in stocks	(450)	300
(Increase)/decrease in debtors	(21,397)	11,052
Decrease in creditors	(163,673)	(233,577)
Net cash used in operating activities	(104,391)	(188,767)

21. Analysis of cash and cash equivalents

	2020 £	2019 £
Cash in hand	277,386	381,865
Total cash and cash equivalents	277,386	381,865

The Friends of Bedgebury Pinetum

**Notes to the financial statements
for the year ended 31 March 2020**

22. Analysis of net debt

	At 1 April 2019	Cash flows	At 31 March 2020
	£	£	£
Cash at bank and in hand	381,865	(104,479)	277,386
	<u>381,865</u>	<u>(104,479)</u>	<u>277,386</u>

23. Related party transactions

There have been no transactions with related parties in either the current or prior periods other than key management personnel remuneration as disclosed in the staff costs note above.

