

PLANTNETWORK

England & Wales · Charity number 1081747

Details

Other names	PLANTNET, PLANTNETWORK: THE PLANT COLLECTIONS NETWORK OF
Status	Registered
Legal form	Charitable company
Company number	03777793
Registered	2000-07-27
Register	View on the Charity Commission register

Contact

Address	Gravita Park Central 40-41 Park End Street Oxford OX1 1JD
Phone	07778 722237
Email	office@plantnetwork.org
Website	www.plantnetwork.org

Activities

Objects: (1) TO ADVANCE THE EDUCATION OF THE PUBLIC IN HORTICULTURE AND RELATED SUBJECTS WITH PARTICULAR REFERENCE TO THE STUDY AND APPRECIATION OF PLANT COLLECTIONS AND THEIR MANAGEMENT AND CONSERVATION (2) TO PROMOTE FOR THE PUBLIC BENEFIT THE GENERAL PRESERVATION AND CONSERVATION OF PLANT COLLECTIONS OF IMPORTANCE BEAUTY OR HISTORICAL OR SCIENTIFIC INTEREST

Activities: The charity organises training workshops for staff in public gardens; and promotes botanical collections in Britain and Ireland as a resource for research, conservation and education.

Classification

- **How:** Provides Advocacy/advice/information, Acts As An Umbrella Or Resource Body
- **What:** Education/training, Environment/conservation/heritage
- **Who:** Other Defined Groups, The General Public/mankind

Geography

- Ireland
- Northern Ireland
- Scotland
- Throughout England And Wales

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£32,353	£56,104	-	-
2024-03-31	£45,825	£64,175	-	-
2023-03-31	£55,552	£50,330	-	-
2022-03-31	£68,668	£35,880	-	-
2021-03-31	£41,583	£41,164	-	-

Trustees

Name	Role	Appointed
Alison Crook	Chair	2021-04-22
Benedict Edwin Carey Lyte MSc		2025-04-24
Bryony Alexandra Anderson Langley		2024-04-25
Daniel Luscombe		2026-04-23
Dr Suzanne Moss		2022-05-09
Glyn Sherratt		2026-04-23
Margaret Ann Steele		2020-02-01
Mark Scott Brent		2022-04-28
Natalie CHIVERS-CROSS		2018-04-18
Philip John Esseen		2021-04-22
Piers Horry		2021-04-22
Samuel Brockington		2026-04-23
William Hinchliffe		2026-04-23

Accounts

Charity registration number 1081747 (England and Wales)

Company registration number 3777793

PLANTNETWORK
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

PLANTNETWORK

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	R Burnley S Herrington P Horry A Crook P Esseen N Thomas M Brent S Moss N Chivers A Steele D Lupton B Langley	(Appointed 25 April 2024)
Honorary president	Matthew Jebb	
Charity number	1081747	
Company number	3777793	
Registered office	c/o Gravita Oxford LLP First Floor, Park Central 40-41 Park End Street Oxford OX1 1JD	
Independent examiner	Gravita Audit Oxford LLP First Floor, Park Central 40-41 Park End Street Oxford OX1 1JD	

PLANTNETWORK

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PLANTNETWORK

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2025

The trustees present their annual report and financial statements for the year ended 31 March 2025.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's memorandum and articles of association, the Companies Act 2006 and "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 2019).

Objectives and activities

Public Benefit of the Charity

This remains unchanged for PlantNetwork. The aims of PlantNetwork are for the public benefit, to both members and non-members alike. Supporting gardens and arboreta, and their staff, in managing, maintaining and developing their plant collections and publicising the value of horticulture to all, is a major benefit to the public. Public benefit operates through the provision of resources for education, conservation, biodiversity, and health and wellbeing. Without the existence of the network, this would be much more difficult to do. Membership is open to all, and access to the charity is not unfairly restricted by the membership charges, with many resources open to non-members through the website and non-members welcome to attend all PlantNetwork events. The aim is to continue to offer a range of membership fees to allow horticulturists at different stages of their career to join and making event fees as low as possible. Online delivery has made sharing of content much more accessible. Initiatives like the PlantNetwork podcast, which is free to all to access, helps promote horticulture and the work of horticulturists.

The PlantNetwork Board of Trustees continue to regularly review PlantNetwork activities and communication. The Board consists of a small group of board members led by the Co-Chairs. The aim of the review is to ensure that the charity continues to maximise public benefit, provide good value and varied training to members, and maintains a sustainable business plan.

The Board has complied with the duty in section 17(5) of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission.

Website & Newsletter

The website provides a single, integrated platform for events bookings, membership subscription and information dissemination, which also integrates the weekly newsletter to members. Social media platforms are used to publicise events and update followers on new resource availability. The weekly newsletter continues and has a steady readership. A twice-yearly news update continues to be sent to non-members who have registered an interest in PlantNetwork.

Membership

Membership figures were largely unchanged during the year.

Sponsorship

The Garden Label Co and IrisBG were our Bronze level sponsors.

Grants

The Erasmus+ project, Craft Skills for Garden Conservation, came to an end this year, as did Diversity in Gardening, funded by the RHS Flourish Fund. Funds remaining from two past grants (2002 & 2021) from the Stanley Smith Horticultural Trust (UK) were, with permission, moved to our general fund.

Finances

PlantNetwork finances have reduced due in part to increased staff overheads, but are to some extent balanced by membership income and recruitment notices, as well as continued support of PlantNetwork sponsors.

PLANTNETWORK

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

Achievements and performance

28th Annual General Meeting

The 28th AGM was held online on Thursday 25th April 2024. Notification had been sent out to all members of PlantNetwork one month ahead of the meeting, as per usual practice. Nominations for Board members were invited. Board members who stood down were: Heather Birkett, Donald Murray, Rupert Wilson, Sara Redstone, Alison Crook & Natalie Chivers.

Alison Crook & Natalie Chivers stood for re-election and were duly re-elected.

Ros Burnley and Stephen Herrington continued as co-chairs until 12 November 2024 when they were replaced by Alison Crook.

Gravita Audit Oxford LLP, of Park End Street, Oxford, was appointed as examiner for a further year.

PlantNetwork employees

Mercy Morris continued in the Manager role and acted as Company Secretary. Emma Mulcahy continued as Administrator and commenced maternity leave in July 2024, returning in February 2025.

Meetings

Board of Trustees

91st Board Meeting: 28 February 2024

92nd Board Meeting: 4 June 2024

93rd Board Meeting: 5 September 2024

94th Board Meeting: 4 December 2024

Strategy day 12 November 2024

Events

UKGSN webinar	Webinar	09/04/2024
Psychological safety (lunch and learn)	Webinar	10/04/2024
Menopause awareness (lunch and learn)	Webinar	22/04/2024
Careers webinar	Webinar	25/04/2024
Microaggressions (lunch and learn)	Webinar	07/05/2024
Neurodiversity awareness (lunch & learn)	Webinar	22/05/2024
Unconscious Bias (lunch & learn)	Webinar	06/06/2024
Allyship (lunch & learn)	Webinar	18/06/2024
Glasshouse forum	Training day	19/09/2024
Plant Records Group	Training day	26/09/2024
What to post on social media - webinar workshop	Webinar	15/01/2025
Longevity and efficiency: are you making the most of your content? Social media webinar	Webinar	29/01/2025
Local authority botanic garden forum	Webinar	04/02/2025
Making the most of a constrained budget		
Genebanking one	Webinar	26/03/2025
Genebanking two	Webinar	02/04/2025
Inclusive recruitment	Webinar	24/04/2025

PLANTNETWORK

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

Financial review

PlantNetwork finances have reduced due in part to increased staff overheads, but are to some extent balanced by grant income and recruitment notices, as well as continued support of PlantNetwork sponsors.

Income from subscription amounted to £16,758 with total unrestricted income from charitable activities (including conferences and job advertisements) and donations amounting to a total of £32,079.

Total expenditure was £56,104. A deficit of £23,751 was generated from unrestricted funds with a surplus of restricted funds of £nil meaning an overall deficit of £23,751.

Total funds carried forward at year end March 2025 amounted to £61,751 (of which £nil is restricted), which remains above the range of reserves sought by the Board.

Corrections have been made in this financial year to the restricted funds relating to the Erasmus project, to reflect when these funds were actually used to pay wages and expenses related to the planning and delivery of the Craft Skills for Garden Conservation events.

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

Structure, governance and management

PlantNetwork: The Plant Collections Network of Britain & Ireland is a company limited by guarantee, registered in England 3777793; registered charity 1081747. The charity is governed by its Memorandum and Articles of Association.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

R Burnley

S Herrington

P Horry

A Crook

H Birkett

(Resigned 25 April 2024)

P Esseen

N Thomas

M Brent

S Moss

S Redstone

(Resigned 25 April 2024)

N Chivers

R Wilson

(Resigned 25 April 2024)

A Steele

D Murray

(Resigned 25 April 2024)

D Lupton

B Langley

(Appointed 25 April 2024)

PLANTNETWORK

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

An open recruitment process is operated by PlantNetwork. Trustees join the board for a period of three years and then either step down or stand for re-election. The recruitment process is outlined in the PlantNetwork Memorandum and Articles of Association and is enacted every year once those trustees whose terms are ending have determined whether they are stepping down or standing for re-election. When places become available on the board, they are advertised via all PlantNetwork channels two months before the AGM. Potential trustees are invited to contact the coordinator and arrange to speak with the co/chair of PlantNetwork prior to completing a nomination form. Trustees are drawn from the PlantNetwork membership although adverts are also placed with trustee recruitment agencies such as Trustees Unlimited to ensure that a range of expertise and experience is obtained for the board. Adverts usually specify particular skills sets but is open to anyone interested in committing at least three years to supporting and developing PlantNetwork. Co-option has also been utilised in the past when it has proven to be difficult to recruit. When more applicants apply than there are places, decisions are made in discussion with the applicants, considering criteria such as geographic location, skills and experience, and willingness to take on specific roles (such as IT support or treasurer). All new trustees are elected at the AGM with nomination papers made available to the membership in advance of the meeting.

The trustees' report was approved by the Board of Trustees.



A Crook
Trustee

Date: 26/01/2026

PLANTNETWORK

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF PLANTNETWORK

I report to the trustees on my examination of the financial statements of PlantNetwork (the charity) for the year ended 31 March 2025.

Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law), you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006.

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the Companies Act 2006 and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the Charities Act 2011.

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 that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 386 of the Companies Act 2006.
- 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 Companies Act 2006 other than any requirement that the financial statements 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 financial statements 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 financial statements to be reached.



Elinor Upjohn ACA

Gravita Audit Oxford LLP

First Floor, Park Central

40-41 Park End Street

Oxford

OX1 1JD

Date: 26 January 2026

PLANTNETWORK

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2025

		Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
	Notes						
Income from:							
Donations and legacies	3	147	-	147	168	7,275	7,443
Charitable activities	4	32,079	-	32,079	38,250	-	38,250
Investments	5	127	-	127	132	-	132
Total income		32,353	-	32,353	38,550	7,275	45,825
Expenditure on:							
Charitable activities	6	51,548	4,556	56,104	52,056	12,119	64,175
Total expenditure		51,548	4,556	56,104	52,056	12,119	64,175
Net expenditure		(19,195)	(4,556)	(23,751)	(13,506)	(4,844)	(18,350)
Transfers between funds		3,390	(3,390)	-	-	-	-
Net movement in funds	8	(15,805)	(7,946)	(23,751)	(13,506)	(4,844)	(18,350)
Reconciliation of funds:							
Fund balances at 1 April 2024		77,556	7,946	85,502	91,062	12,790	103,852
Fund balances at 31 March 2025		61,751	-	61,751	77,556	7,946	85,502

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

PLANTNETWORK

BALANCE SHEET

AS AT 31 MARCH 2025

		2025		2024 as restated	
	Notes	£	£	£	£
Fixed assets					
Tangible assets	12		344		574
Current assets					
Debtors	13	3,239		875	
Cash at bank and in hand		64,734		91,893	
		67,973		92,768	
Creditors: amounts falling due within one year	14	(6,566)		(7,840)	
Net current assets			61,407		84,928
Total assets less current liabilities			61,751		85,502
The funds of the charity					
Restricted income funds	17		-		7,946
Unrestricted funds	18		61,751		77,556
			61,751		85,502

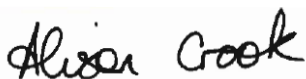
The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2025.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

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.

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

The financial statements were approved by the trustees on 26/01/2026



A Crook
Trustee

Company registration number 3777793 (England and Wales)

PLANTNETWORK

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

1 Accounting policies

Charity information

PlantNetwork is a private company limited by guarantee incorporated in England and Wales. The registered office is c/o Gravita Oxford LLP, First Floor, Park Central, 40-41 Park End Street, Oxford, OX1 1JD.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

PLANTNETWORK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

1 Accounting policies

(Continued)

1.5 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. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Office Equipment

Straight line basis over four years

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

PLANTNETWORK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

1 Accounting policies

(Continued)

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Income from donations and legacies

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
Donations and gifts	147	-	147	168	-	168
Grants receivable	-	-	-	-	7,275	7,275
	<u>147</u>	<u>-</u>	<u>147</u>	<u>168</u>	<u>7,275</u>	<u>7,443</u>

PLANTNETWORK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

3 Income from donations and legacies (Continued)

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
Grants receivable						
Erasmus	-	-	-	-	7,275	7,275
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>7,275</u>	<u>7,275</u>
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>7,275</u>	<u>7,275</u>

4 Charitable activities

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Subscriptions	16,758	21,406
Workshops and forums	2,239	3,949
Sponsorship	687	793
Miscellaneous (ads & mailing)	12,395	12,102
	<u>32,079</u>	<u>38,250</u>

5 Income from investments

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Interest receivable	<u>127</u>	<u>132</u>

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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

6 Expenditure on charitable activities

	2025 £	Restated 2024 £
Direct costs		
Forum work groups and conferences	2,690	4,850
Share of support and governance costs (see note 7)		
Support	47,978	53,757
Governance	5,436	5,568
	<u>56,104</u>	<u>64,175</u>
Analysis by fund		
Unrestricted funds	51,548	52,056
Restricted funds	4,556	12,119
	<u>56,104</u>	<u>64,175</u>

7 Support costs

	Support costs £	Governance costs £	2025 £	Support costs £	Governance costs £	2024 £
Staff costs	42,721	-	42,721	49,329	-	49,329
Depreciation	230	-	230	230	-	230
Office and other costs	2,036	-	2,036	1,581	-	1,581
Travel, Liaison and meeting	2,991	-	2,991	2,617	-	2,617
Independent examiner fee	-	3,360	3,360	-	3,240	3,240
Other professional fees	-	267	267	-	435	435
Other fees to independent examiners	-	1,809	1,809	-	1,893	1,893
	<u>47,978</u>	<u>5,436</u>	<u>53,414</u>	<u>53,757</u>	<u>5,568</u>	<u>59,325</u>
Analysed between						
Charitable activities	<u>47,978</u>	<u>5,436</u>	<u>53,414</u>	<u>53,757</u>	<u>5,568</u>	<u>59,325</u>

Governance costs includes payments to the independent examiners of £2,800 + VAT (2024: £2,700 + VAT) for independent examination fees.

PLANTNETWORK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

8	Net movement in funds	2025	2024
		£	£
	The net movement in funds is stated after charging/(crediting):		
	Fees payable for the independent examination of the charity's financial statements	3,360	3,240
	Depreciation of owned tangible fixed assets	230	230
		<u> </u>	<u> </u>

9 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

10 Employees

The average monthly number of employees during the year was:

	2025	2024
	Number	Number
Administrator/coordinator	2	2
	<u> </u>	<u> </u>

Employment costs

	2025	2024
	£	£
Wages and salaries	39,724	46,647
Other pension costs	2,997	2,682
	<u> </u>	<u> </u>
	42,721	49,329
	<u> </u>	<u> </u>

There were no employees whose annual remuneration was more than £60,000.

11 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

PLANTNETWORK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

12 Tangible fixed assets

	Office Equipment £
Cost	
At 1 April 2024	1,968
At 31 March 2025	1,968
Depreciation and impairment	
At 1 April 2024	1,394
Depreciation charged in the year	230
At 31 March 2025	1,624
Carrying amount	
At 31 March 2025	344
At 31 March 2024	574

13 Debtors

	2025 £	2024 £
Amounts falling due within one year:		
Trade debtors	3,239	875

14 Creditors: amounts falling due within one year

	Notes	2025 £	2024 £
Deferred income	15	3,161	4,506
Accruals		3,405	3,334
		6,566	7,840

15 Deferred income

	2025 £	2024 £
Arising from subscriptions and income in advance	3,161	4,506

Deferred income is included in the financial statements as follows:

PLANTNETWORK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

15	Deferred income	(Continued)	
		2025 £	2024 £
	Deferred income is included within:		
	Current liabilities	3,161	4,506
		<u> </u>	<u> </u>
	Movements in the year:		
	Deferred income at 1 April 2024	4,506	8,490
	Released from previous periods	(4,506)	(8,490)
	Resources deferred in the year	3,161	4,506
		<u> </u>	<u> </u>
	Deferred income at 31 March 2025	3,161	4,506
		<u> </u>	<u> </u>

Deferred income includes amounts relating to conference & forum income in advance, membership subscriptions and sponsorship income in advance.

All income is released to income in the following financial year.

16	Retirement benefit schemes	2025 £	2024 £
	Defined contribution schemes		
	Charge to profit or loss in respect of defined contribution schemes	2,997	2,682
		<u> </u>	<u> </u>

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

17 Restricted funds - as restated

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

	At 1 April 2024 as restated £	Incoming resources £	Resources expended £	Transfers £	At 31 March 2025 £
Database project	2,000	-	-	(2,000)	-
RHS Bursaries	4,556	-	(4,556)	-	-
Stanley Smith Horticultural Trust	1,390	-	-	(1,390)	-
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
	7,946	-	(4,556)	(3,390)	-
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>

PLANTNETWORK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

17 Restricted funds - as restated (Continued)

Previous year:	At 1 April 2023	Incoming resources	Resources expended as restated	Transfers	At 31 March 2024 as restated
	£	£	£	£	£
Database project	2,000	-	-	-	2,000
Online project	1,390	-	-	-	1,390
RHS Bursaries	9,400	-	(4,844)	-	4,556
Craft skills for Garden Conservation	-	7,275	(7,275)	-	-
	<u>12,790</u>	<u>7,275</u>	<u>(12,119)</u>	<u>-</u>	<u>7,946</u>

The balance on the database project represents monies which was spent on the project in within the year.

The Stanley Smith (UK) Horticultural Trust fund supported the development on PlantNetwork's online resources including ongoing webinar programme development, podcast and training resources.

RHS Bursaries awarded funding for the development of the Diversity in Gardening (DiG) project which developed training on equity, equality, diversity and inclusion for PlantNetwork members aimed at creating a more inclusive workforce and providing support across the garden sector.

PlantNetwork also partnered in the Erasmus+ funded project Craft Skills for Garden Conservation, led by Vea in Norway, which seeks to share training on traditional skills and approaches needed to conserve heritage gardens: the project took place over a three year period and involved the co-generation of webinars, workshops and learning resources.

18 Unrestricted funds - as restated

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 April 2024	Incoming resources	Resources expended	Transfers	At 31 March 2025
	£	£	£	£	£
General funds	<u>77,556</u>	<u>32,353</u>	<u>(51,548)</u>	<u>3,390</u>	<u>61,751</u>
Previous year:	At 1 April 2023	Incoming resources	Resources expended	Transfers	At 31 March 2024
	£	£	£	£	£
General funds	<u>91,062</u>	<u>38,550</u>	<u>(52,056)</u>	<u>-</u>	<u>77,556</u>

PLANTNETWORK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

19 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total
	2025 £	2025 £	2025 £
At 31 March 2025:			
Tangible assets	344	-	344
Current assets/(liabilities)	61,407	-	61,407
	<u>61,751</u>	<u>-</u>	<u>61,751</u>
	Unrestricted funds as restated 2024 £	Restricted funds as restated 2024 £	Total as restated 2024 £
At 31 March 2024:			
Tangible assets	574	-	574
Current assets/(liabilities)	76,982	7,946	84,928
	<u>77,556</u>	<u>7,946</u>	<u>85,502</u>

20 Related party transactions

No Trustee received any remuneration in the year (2024: £Nil). No Trustees received any reimbursement of expenses in the year (2024: £Nil).

There were no related party transactions or payments to key management personnel in either year.

21 Prior period adjustment

Changes to the balance sheet

	As previously reported	At 31 March 2024 Adjustment	As restated
	£	£	£
Capital funds			
Income funds			
Restricted funds	33,201	(25,255)	7,946
Unrestricted funds	52,301	25,255	77,556
	<u>85,502</u>	<u>-</u>	<u>85,502</u>
Total equity	<u>85,502</u>	<u>-</u>	<u>85,502</u>

PLANTNETWORK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025

21 Prior period adjustment

(Continued)

	At 31 March 2024	
	As previously reported	Adjustment As restated
	£	£ £
Changes to the profit and loss account		
	Period ended 31 March 2024	
	As previously reported	Adjustment As restated
	£	£ £
	_____	_____
	_____	_____
	_____	_____
Net movement in funds	(18,350)	- (18,350)
	_____	_____

A prior year adjustment has been included in the financial statements to account for restricted expenditure incurred in 2024, which was accounted for as unrestricted.

Accounts

Charity registration number 1081747 (England and Wales)

Company registration number 3777793

PLANTNETWORK
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

PLANTNETWORK

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	R Burnley	
	S Herrington	
	P Horry	
	A Crook	
	P Esseen	
	N Thomas	
	M Brent	
	S Moss	
	N Chivers	
	A Steele	
	D Lupton	
	B Langley	(Appointed 25 April 2024)
Honorary president	Matthew Jebb	
Secretary	Mercy Morris	
Charity number	1081747	
Company number	3777793	
Registered office	c/o Gravita Oxford LLP First Floor, Park Central 40-41 Park End Street Oxford OX1 1JD	
Independent examiner	Critchleys Audit LLP First Floor, Park Central 40-41 Park End Street Oxford OX1 1JD	

PLANTNETWORK

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Statement of financial activities	7
Balance sheet	8
Notes to the financial statements	9 - 18

PLANTNETWORK

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2024

The trustees present their annual report and financial statements for the year ended 31 March 2024.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's memorandum and articles of association, the Companies Act 2006 and "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 2019).

Objectives and activities

Public Benefit of the Charity

This remains unchanged for PlantNetwork. The aims of PlantNetwork are for the public benefit, to both members and non-members alike. Supporting gardens and arboreta, and their staff, in managing, maintaining and developing their plant collections and publicising the value of horticulture to all, is a major benefit to the public. Public benefit operates through the provision of resources for education, conservation, biodiversity, and health and wellbeing. Without the existence of the network, this would be much more difficult to do. Membership is open to all, and access to the charity is not unfairly restricted by the membership charges, with many resources open to non-members through the website and non-members welcome to attend all PlantNetwork events. The aim is to continue to offer a range of membership fees to allow horticulturists at different stages of their career to join and making event fees as low as possible. Online delivery has made sharing of content much more accessible. Initiatives like the PlantNetwork podcast, which is free to all to access, helps promote horticulture and the work of horticulturists.

The PlantNetwork Board of Trustees continue to regularly review PlantNetwork activities and communication. The Board consists of a small group of board members led by the Co-Chairs. The aim of the review is to ensure that the charity continues to maximise public benefit, provide good value and varied training to members, and maintains a sustainable business plan.

The Board has complied with the duty in section 17(5) of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission.

Statement of Trustees' Responsibilities

The Trustees are responsible for preparing the Annual Report and financial statements in accordance with applicable law and regulations.

Company law requires the Trustees to prepare financial statements for each financial year. Under that law the Trustees have elected to prepare the financial statements in accordance with the Financial Reporting Standard for Smaller Entities and applicable law (United Kingdom Generally Accepted Accounting Practice Applicable to Smaller Entities). Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the results of the charitable company for that year. In preparing these 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 the going concern basis unless it is inappropriate to presume that the company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Website & Newsletter

The website provides a single, integrated platform for events bookings, membership subscription and information dissemination, which also integrates the weekly newsletter to members. Social media platforms are used to publicise events and update followers on new resource availability. The weekly newsletter continues and has a steady readership. A twice-yearly news update continues to be sent to non-members who have registered an interest in PlantNetwork.

PLANTNETWORK

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

Membership

Category	2023-24
201+ members of staff	3
101-200 " "	2
51-100 " "	4
21-50 " "	8
< 20 " "	58
Personal members	78
Student members	21
Complimentary	35

Sponsorship

The Garden Label Co and Iris BG were our Bronze level sponsors.

Grants

The Erasmus+ project, Craft Skills for Garden Conservation, with colleagues across Northern Europe continued with PlantNetwork hosting the Ornamental Plants in Historic Landscapes for a two-day practical in July 2023.

Achievements and performance

27th Annual General Meeting

The 27th AGM was held online on Thursday 27th April 2023. Notification had been sent out to all members of PlantNetwork one month ahead of the meeting, as per usual practice. Nominations for Board members were invited. Board members who stood down were: Stephen Herrington, Ann Steele, Rupert Wilson, Philip Esseen, & Piers Horry. All were duly re-elected.

Ros Burnley and Stephen Herrington continued as co-chairs.

Critchleys Audit LLP, of First Floor, Park Central, Oxford, was appointed as examiner for a further year.

The AGM reviewed activity for the period 2022-2023. The winter webinar programme for 21/22 ended in April 2022 with a programme starting for 22/23 in October 2022 and running to April 2023. Monthly webinars on a range of topics from nature to sustainability, plant health and public garden promotion. Free to members, small charge for non-members. First face-to-face meetings in September 2022: Plant Records Meeting at Swiss Garden and Sourcing Healthy Trees (with CIH) at Yorkshire Arboretum.

Erasmus+ project, Craft Skills for Garden Conservation, with colleagues across Northern Europe now well underway. Hosted the Trained Fruit Workshop at Audley End for an over-subscribed two-day practical in August 2022 and then the 2nd Transnational Partnership Meeting. Hosted a second one workshop in November 2022.

PlantNetwork employees

Mercy Morris continued in the Manager role and acted as Company Secretary. Emma Burns commenced as Administrator on 15 May 2023.

Meetings

Board of Trustees: two Board meetings (89th Board Meeting: 21 September 2023; 90th Board Meeting: 14 December 2023), a strategy day to discuss PlantNetwork strategy and future development (20th June 2023) and one teleconference (13th July 2023) were held during the financial year. The staff and co-chairs met most fortnights to monitor activity and plan accordingly.

PLANTNETWORK

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

Events

Events 2023-4
2023-04-27 Curating your career - covering letters and cvs (webinar)
2023-04-26 Green waste management (in person)
2023-05-18 Diversity in Gardening, North (in person)
2023 -07-11/12 CSGC Ornamental Plants in Historic Landscapes (Erasmus +, in person)
2023-06-08 Diversity in Gardening, South (in person)
2023-09-20 Plant Records Group (in person)
2023 - 10-26 Tree Forum (in person)
2023 -11-02 Social media: Overview (webinar)
2023-11-07 CSGC Orangeries (webinar)
2023-11-08 Bursaries webinar (webinar)
2023-11-21 CSGC Paths & walls (webinar)
2023 -11-23 Social media: Facebook (webinar)
2023 -11-30 Social media: Instagram (webinar)
2023 -12-07 Social media: X / Twitter (webinar)
2023 -12-14 Social media: LinkedIn (webinar)
2024-01-16 CSGC Ponds and Fountains (webinar)
2024-01-25 Tools with Trevor (webinar)
2024-02-07 LGBTQIA+ (webinar)
2024-02-14 Local authority botanic gardens showcase (webinar)
2024-02-21 Local authority botanic gardens discussion(webinar)

Financial review

PlantNetwork finances have reduced due in part to increased staff overheads, but are to some extent balanced by grant income and recruitment notices, as well as continued support of PlantNetwork sponsors.

Income from subscription amounted to £21,406 with total unrestricted income from charitable activities (including conferences and job advertisements) and donations amounting to a total of £38,418.

Total expenditure was £64,175. A deficit of £22,243 was generated from unrestricted funds with a surplus of restricted funds of £3,893 meaning an overall deficit of £18,350.

Total funds carried forward at year end March 2024 amounted to £85,502 (of which £33,201 is restricted), which remains above the £60,000 range of reserves sought by the Board.

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

Structure, governance and management

PlantNetwork: The Plant Collections Network of Britain & Ireland is a company limited by guarantee, registered in England 3777793; registered charity 1081747. The charity is governed by its Memorandum and Articles of Association.

PLANTNETWORK

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

R Burnley	
S Herrington	
P Horry	
A Crook	
H Birkett	(Resigned 25 April 2024)
P Esseen	
N Thomas	
M Brent	
S Moss	
S Redstone	(Resigned 25 April 2024)
N Chivers	
R Wilson	(Resigned 25 April 2024)
A Steele	
D Murray	(Resigned 25 April 2024)
D Lupton	
B Langley	(Appointed 25 April 2024)

An open recruitment process is operated by PlantNetwork. Trustees join the board for a period of three years and then either step down or stand for re-election. The recruitment process is outlined in the PlantNetwork Memorandum and Articles of Association and is enacted every year once those trustees whose terms are ending have determined whether they are stepping down or standing for re-election. When places become available on the board, they are advertised via all PlantNetwork channels two months before the AGM. Potential trustees are invited to contact the coordinator and arrange to speak with the co/chair of PlantNetwork prior to completing a nomination form. Trustees are drawn from the PlantNetwork membership although adverts are also placed with trustee recruitment agencies such as Trustees Unlimited to ensure that a range of expertise and experience is obtained for the board. Adverts usually specify particular skills sets but is open to anyone interested in committing at least three years to supporting and developing PlantNetwork. Co-option has also been utilised in the past when it has proven to be difficult to recruit. When more applicants apply than there are places, decisions are made in discussion with the applicants, considering criteria such as geographic location, skills and experience, and willingness to take on specific roles (such as IT support or treasurer). All new trustees are elected at the AGM with nomination papers made available to the membership in advance of the meeting.

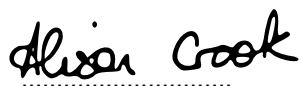
The Charity is administered by an Executive Board of Trustees, comprising 2023-24:

Chair (shared role)	Ros Burnley and Stephen Herrington (until 12 November 2024) Alison Crook (elected 12 November 2024)
Treasurer (shared role)	Phil Esseen, Piers Horry
Board Members	Rupert Wilson, Donald Murray, Sara Redstone, Natalie Chivers, Ann Steele, Alison Crook, Heather Birkett, Mark Brent, Darach Lupton, Suzanne Moss, Nicola Thomas.
Manager	Mercy Morris (employee, appointed by the Board 24 October 2022)
Administrator	Emma Mulcahy (employee, appointed by the Board 15 May 2023)
Honorary President	Matthew Jebb

PLANTNETWORK

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) *FOR THE YEAR ENDED 31 MARCH 2024*

The trustees' report was approved by the Board of Trustees.



.....
A Crook
Trustee

Date: **4 December 2024**
.....

**INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF PLANTNETWORK**

I report to the trustees on my examination of the financial statements of PlantNetwork (the charity) for the year ended 31 March 2024.

Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law), you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006.

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the Companies Act 2006 and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the Charities Act 2011.

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 that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 386 of the Companies Act 2006.
- 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 Companies Act 2006 other than any requirement that the financial statements 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 financial statements 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 financial statements to be reached.



**Elinor Upjohn ACA
Critchleys Audit LLP**

First Floor, Park Central
40-41 Park End Street
Oxford
OX1 1JD

19 December 2024

Dated:

PLANTNETWORK

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2024

		Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
	Notes						
Income from:							
Donations and legacies	3	168	7,275	7,443	449	11,218	11,667
Charitable activities	4	38,250	-	38,250	43,792	-	43,792
Investments	5	132	-	132	93	-	93
Total income		38,550	7,275	45,825	44,334	11,218	55,552
Expenditure on:							
Charitable activities	6	60,793	3,382	64,175	44,429	5,901	50,330
Total expenditure		60,793	3,382	64,175	44,429	5,901	50,330
Net income/(expenditure) and movement in funds		(22,243)	3,893	(18,350)	(95)	5,317	5,222
Reconciliation of funds:							
Fund balances at 1 April 2023		74,544	29,308	103,852	74,639	23,991	98,630
Fund balances at 31 March 2024		52,301	33,201	85,502	74,544	29,308	103,852

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

PLANTNETWORK

BALANCE SHEET

AS AT 31 MARCH 2024

	Notes	2024 £	£	2023 £	£
Fixed assets					
Tangible assets	12		574		804
Current assets					
Debtors	13	875		1,375	
Cash at bank and in hand		91,893		113,249	
		92,768		114,624	
Creditors: amounts falling due within one year	14	(7,840)		(11,576)	
Net current assets			84,928		103,048
Total assets less current liabilities			85,502		103,852
The funds of the charity					
Restricted income funds	17	33,201		29,308	
Unrestricted funds	18	52,301		74,544	
		85,502		103,852	

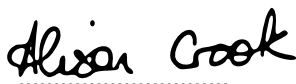
The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2024.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

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.

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

The financial statements were approved by the trustees on **4 December 2024**



A Crook
Trustee

Company registration number 3777793 (England and Wales)

PLANTNETWORK

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

Charity information

PlantNetwork is a private company limited by guarantee incorporated in England and Wales. The registered office is c/o Gravita Oxford LLP, First Floor, Park Central, 40-41 Park End Street, Oxford, OX1 1JD.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

PLANTNETWORK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

(Continued)

1.5 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. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Office Equipment

Straight line basis over four years

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

PLANTNETWORK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

(Continued)

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Income from donations and legacies

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Donations and gifts	168	-	168	449	-	449
Grants receivable	-	7,275	7,275	-	11,218	11,218
	<u>168</u>	<u>7,275</u>	<u>7,443</u>	<u>449</u>	<u>11,218</u>	<u>11,667</u>

PLANTNETWORK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

3 Income from donations and legacies (Continued)

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Grants receivable						
Erasmus	-	7,275	7,275	-	11,218	11,218
	<u>-</u>	<u>7,275</u>	<u>7,275</u>	<u>-</u>	<u>11,218</u>	<u>11,218</u>
	<u>-</u>	<u>7,275</u>	<u>7,275</u>	<u>-</u>	<u>11,218</u>	<u>11,218</u>

4 Charitable activities

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Subscriptions	21,406	20,023
Conferences	-	168
Workshops and forums	3,949	3,839
Sponsorship	793	1,779
Miscellaneous (ads & mailing)	12,102	17,983
	<u>38,250</u>	<u>43,792</u>

5 Income from investments

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Interest receivable	132	93
	<u>132</u>	<u>93</u>

PLANTNETWORK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

6 Expenditure on charitable activities

	2024 £	2023 £
Direct costs		
Forum work groups and conferences	4,850	6,360
Share of support and governance costs (see note 7)		
Support	53,757	39,626
Governance	5,568	4,344
	<u>64,175</u>	<u>50,330</u>
Analysis by fund		
Unrestricted funds	60,793	44,429
Restricted funds	3,382	5,901
	<u>64,175</u>	<u>50,330</u>

7 Support costs

	Support costs £	Governance costs £	2024 £	Support costs £	Governance costs £	2023 £
Staff costs	49,329	-	49,329	34,827	-	34,827
Depreciation	230	-	230	115	-	115
Office and other costs	1,581	-	1,581	1,836	-	1,836
Travel, Liaison and meeting	2,617	-	2,617	2,848	-	2,848
Independent examiner fee	-	3,240	3,240	-	3,045	3,045
Other professional fees	-	435	435	-	13	13
Other fees to independent examiners	-	1,893	1,893	-	1,286	1,286
	<u>53,757</u>	<u>5,568</u>	<u>59,325</u>	<u>39,626</u>	<u>4,344</u>	<u>43,970</u>
Analysed between						
Charitable activities	<u>53,757</u>	<u>5,568</u>	<u>59,325</u>	<u>39,626</u>	<u>4,344</u>	<u>43,970</u>

Governance costs includes payments to the independent examiners of £2,700 + VAT (2023: £2,500 + VAT) for independent examination fees.

PLANTNETWORK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

8	Net movement in funds	2024	2023
		£	£
	The net movement in funds is stated after charging/(crediting):		
	Fees payable for the independent examination of the charity's financial statements	3,240	3,045
	Depreciation of owned tangible fixed assets	230	115
		<u> </u>	<u> </u>

9 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

10 Employees

The average monthly number of employees during the year was:

	2024	2023
	Number	Number
Administrator/coordinator	2	1
	<u> </u>	<u> </u>

Employment costs

	2024	2023
	£	£
Wages and salaries	46,647	32,762
Other pension costs	2,682	2,065
	<u> </u>	<u> </u>
	49,329	34,827
	<u> </u>	<u> </u>

There were no employees whose annual remuneration was more than £60,000.

11 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

PLANTNETWORK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

12 Tangible fixed assets

	Office Equipment £
Cost	
At 1 April 2023	2,443
Disposals	(475)
At 31 March 2024	1,968
Depreciation and impairment	
At 1 April 2023	1,639
Depreciation charged in the year	230
Eliminated in respect of disposals	(475)
At 31 March 2024	1,394
Carrying amount	
At 31 March 2024	574
At 31 March 2023	804

13 Debtors

	2024 £	2023 £
Amounts falling due within one year:		
Trade debtors	875	1,375

14 Creditors: amounts falling due within one year

	Notes	2024 £	2023 £
Deferred income	15	4,506	8,490
Accruals		3,334	3,086
		7,840	11,576

15 Deferred income

	2024 £	2023 £
Arising from subscriptions and income in advance	4,506	8,490

Deferred income is included in the financial statements as follows:

PLANTNETWORK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

15 Deferred income

(Continued)

	2024 £	2023 £
Deferred income is included within:		
Current liabilities	4,506	8,490
Movements in the year:		
Deferred income at 1 April 2023	8,490	7,788
Released from previous periods	(8,490)	(7,788)
Resources deferred in the year	4,506	8,490
Deferred income at 31 March 2024	4,506	8,490

Deferred income includes amounts relating to conference & forum income in advance, membership subscriptions and sponsorship income in advance.

All income is released to income in the following financial year.

16 Retirement benefit schemes

	2024 £	2023 £
Defined contribution schemes		
Charge to profit or loss in respect of defined contribution schemes	2,682	2,065

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

17 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

	At 1 April 2023 £	Incoming resources £	Resources expended £	At 31 March 2024 £
Database project	2,000	-	-	2,000
Online project	1,390	-	-	1,390
RHS Bursaries	9,400	-	(2,577)	6,823
Craft skills for Garden Conservation	16,518	7,275	(805)	22,988
	29,308	7,275	(3,382)	33,201

PLANTNETWORK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

17 Restricted funds (Continued)

Previous year:	At 1 April 2022 £	Incoming resources £	Resources expended £	At 31 March 2023 £
Database project	2,000	-	-	2,000
Online project	1,934	-	(544)	1,390
RHS Bursaries	9,400	-	-	9,400
Craft skills for Garden Conservation	10,657	11,218	(5,357)	16,518
	<u>23,991</u>	<u>11,218</u>	<u>(5,901)</u>	<u>29,308</u>

The balance on the database project represents monies which will be spent on the project in future years.

The Stanley Smith (UK) Horticultural Trust fund is to support the development on PlantNetwork's online resources including ongoing webinar programme development, podcast and training resources.

RHS Bursaries awarded funding for the development of the Diversity in Gardening (DiG) project which will develop training on equity, equality, diversity and inclusion for PlantNetwork members aimed at creating a more inclusive workforce and providing support across the garden sector.

PlantNetwork is also a partner in the Erasmus+ funded project Craft Skills for Garden Conservation, led by Vea in Norway, which seeks to share training on traditional skills and approaches needed to conserve heritage gardens: the project takes place over a three year period and involves the co-generation of webinars, workshops and learning resources.

18 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 April 2023 £	Incoming resources £	Resources expended £	At 31 March 2024 £
General funds	<u>74,544</u>	<u>38,550</u>	<u>(60,793)</u>	<u>52,301</u>
Previous year:	At 1 April 2022 £	Incoming resources £	Resources expended £	At 31 March 2023 £
General funds	<u>74,639</u>	<u>44,334</u>	<u>(44,429)</u>	<u>74,544</u>

PLANTNETWORK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

19 Analysis of net assets between funds

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
At 31 March 2024:			
Tangible assets	574	-	574
Current assets/(liabilities)	51,727	33,201	84,928
	<u>52,301</u>	<u>33,201</u>	<u>85,502</u>

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
At 31 March 2023:			
Tangible assets	804	-	804
Current assets/(liabilities)	73,740	29,308	103,048
	<u>74,544</u>	<u>29,308</u>	<u>103,852</u>

20 Related party transactions

No Trustee received any remuneration in the year (2023: £NIL). No Trustees received any reimbursement of expenses in the year (2023: £NIL).

There were no related party transactions or payments to key management personnel in either year.

Accounts

Charity registration number 1081747

Company registration number 3777793 (England and Wales)

PLANTNETWORK
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

PLANTNETWORK

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	R Burnley S Herrington P Horry A Crook H Birkett P Esseen N Thomas M Brent S Moss S Redstone N Chivers R Wilson A Steele D Murray D Lupton	(Appointed 28 April 2022) (Appointed 28 April 2022) (Appointed 9 May 2022) (Appointed 24 May 2022)
Honorary president	Matthew Jebb	
Secretary	Mercy Morris	
Charity number	1081747	
Company number	3777793	
Registered office	C/O Critchleys LLP Beaver House 23-38 Hythe Bridge Street Oxford Oxfordshire OX1 2EP	
Independent examiner	Critchleys Audit LLP Beaver House 23-38 Hythe Bridge Street Oxford OX1 2EP	

PLANTNETWORK

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PLANTNETWORK

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2023

The trustees present their annual report and financial statements for the year ended 31 March 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's memorandum and articles of association, the Companies Act 2006 and "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 2019).

Objectives and activities

Public Benefit of the Charity

This remains unchanged for PlantNetwork. The aims of PlantNetwork are for the public benefit, to both members and non-members alike. Supporting gardens and arboreta, and their staff, in managing, maintaining and developing their plant collections and publicising the value of horticulture to all, is a major benefit to the public. Public benefit operates through the provision of resources for education, conservation, biodiversity, and health and wellbeing. Without the existence of the network, this would be much more difficult to do. Membership is open to all, and access to the charity is not unfairly restricted by the membership charges, with many resources open to non-members through the website and non-members welcome to attend all PlantNetwork events. The aim is to continue to offer a range of membership fees to allow horticulturists at different stages of their career to join and making event fees as low as possible. Online delivery has made sharing of content much more accessible. Initiatives like the PlantNetwork podcast, which is free to all to access, helps promote horticulture and the work of horticulturists.

The PlantNetwork Board of Trustees continue to regularly review PlantNetwork activities and communication. The Board consists of a small group of board members led by the Co-Chairs. The aim of the review is to ensure that the charity continues to maximise public benefit, provide good value and varied training to members, and maintains a sustainable business plan.

The Board has complied with the duty in section 17(5) of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission.

Statement of Trustees' Responsibilities

Company law requires the Trustees to prepare financial statements for each financial year. Under that law the Trustees have elected to prepare the financial statements in accordance with the Financial Reporting Standard for Smaller Entities and applicable law (United Kingdom Generally Accepted Accounting Practice Applicable to Smaller Entities). Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the results of the charitable company for that year. In preparing these 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 the going concern basis unless it is inappropriate to presume that the company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Website & Newsletter

The website continues to provide a single, integrated platform for events bookings, membership subscription and information dissemination, particularly since the launch of the customer relationship management (CRM) platform in June/July 2020 which also integrates the weekly newsletter to members. Much of the information on the website is still freely available and acts as a valuable source of information to the public but the members' resources continued in development over the last year. Social media platforms are used to publicise events and update followers on new resource availability. The weekly newsletter continues and has a steady readership. A twice-yearly news update continues to be sent to non-members who have registered an interest in PlantNetwork.

PLANTNETWORK

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

Membership

Membership in the year 2022/23 totalled 85 institutional members (with each institutional membership representing from 1-200+ horticultural staff) and 188 individuals or personal members (including free membership for trainees on placements in gardens as part of the Historic and Botanic Garden Trainee Programme or the Professional Gardeners' Guild Traineeship). The newsletter mailing list comprised 1260 people on 31st March 2023. Membership rates were increased with effect from 1 April 2023.

Sponsorship

Dragonfli and Iris BG were our Bronze level sponsors.

Grants

Our Stanley Smith (UK) Horticultural Trust funded project PlantNetwork Online (a grant of £3,000 to support the development of PlantNetwork's online content and training delivery) concluded and reported this year. The successful RHS Bursaries application for Diversity in Gardening project was put to use arranging events in May and June 2023.

The Erasmus+ project, Craft Skills for Garden Conservation, with colleagues across Northern Europe continued with PlantNetwork hosting the Trained Fruit Workshop at Audley End for a two-day practical in August 2022 and then the 2nd Transnational Partnership Meeting. We then hosted a webinar in November 2022.

Achievements and performance

26th Annual General Meeting

The 26th AGM was held online on Thursday 28th April 2022. Notification had been sent out to all members of PlantNetwork one month ahead of the meeting, as per usual practice. Nominations for Board members were invited. Board members who stood down were: Nick Lightfoot, Sara Redstone, Will Ritchie, Christopher Weddell and Rupert Wilson. Sara Redstone and Rupert Wilson were duly re-elected. New nominations were received: Mark Brent (Oxford University Botanic Garden), Darach Lupton (National Botanic Gardens of Ireland), Dr Suzanne Moss (Royal Horticultural Society) and Nicola Thomas (A La Carte Consulting Ltd) and were elected to the board. Ros Burnley and Stephen Herrington continued as co-chairs.

Critchleys Audit LLP, of Beaver House, Oxford, was appointed as examiner for a further year.

The AGM reviewed activity for the period 2021-2022, a period of continued uncertainty during which PlantNetwork maintained a flexible approach to events and engagement. An online webinar programme was run during the colder months which increased accessibility and information sharing opportunities. Other online provisions to provide support to gardens were also implemented, including the Interpretation Group, online career workshops and mentoring. The 'in-person' offer for 2022/23, would be a gradual introduction due to rising costs and pandemic uncertainty. Similarly, PlantNetwork looked to move to a biennial conference format delivered with collaborator/s wherever possible, to increase reach and also provide more dedicated time to programme development.

While some of the gardens lost during the first lockdown had not returned, a small number of new members joined PlantNetwork. As such membership remained very similar to the previous year, with only marginal movement across the different membership categories. No changes were made to the membership fees.

PlantNetwork employees

Rebecca Slack (RS) continued in the coordinator role (part-time) and acted as Company Secretary until 2nd February 2023 when she resigned to take up a position elsewhere. Mercy Morris commenced as Administrator on the 24th October 2022, and then Manager on the 13th March 2023, replacing RS as Company Secretary. Recruitment of a replacement Administrator was put into motion.

PLANTNETWORK

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

Meetings

Board of Trustees: two Board meetings (87th Board Meeting: 29th September 2022; 88th Board Meeting: 2nd February 2023), a strategy day to discuss PlantNetwork strategy and future development post-pandemic (20th June 2022) and three teleconferences (5th April 2022; 14th July 2022; 16th November 2022) were held during the financial year. The coordinator and co-chairs met most fortnights to monitor activity and plan accordingly.

Monthly webinars were held from October to April 2022-23. A variety of topics of interest to horticulturists working in public gardens were featured, including plant health and gardening with wildlife. Many were themed around sustainability to fit with 2022 being badged as the PlantNetwork Year of Sustainability in an effort to raise the importance of this topic. A full list of the webinars, with recordings available for members/participants, is available from the PlantNetwork website under the 'Meetings' tab.

Two in-person events were held: the Plant Records Group meeting at Swiss Garden in Bedfordshire and the Tree Forum (held in collaboration with the Chartered Institute of Horticulture, at Yorkshire Arboretum).

Financial review

While a loss of income from membership and events, PlantNetwork finances have recovered due in part to reduced event overheads, grant income and recovery of the job market (through recruitment notices) as well as continued support of PlantNetwork sponsors.

Income from subscription amounted to £20,023 with total unrestricted income from charitable activities (including conferences and job advertisements) and donations amounting to a total of £44,048. An additional grant income of £11,218 was awarded for the delivery of the Erasmus Project.

Total expenditure was £50,330. A deficit of £381 was generated from unrestricted funds with a surplus of restricted funds of £5,317 meaning an overall surplus of £4,936.

Total funds carried forward at year end March 2023 amounted to £103,566 (of which £29,308 is restricted), which remains above the £60,000 range of reserves sought by the Board.

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

Structure, governance and management

PlantNetwork: The Plant Collections Network of Britain & Ireland is a company limited by guarantee, registered in England 3777793; registered charity 1081747. The charity is governed by its Memorandum and Articles of Association.

PLANTNETWORK

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

W Ritchie	(Resigned 28 April 2022)
R Burnley	
S Herrington	
P Horry	
A Crook	
H Birkett	
P Esseen	
C Weddell	(Resigned 28 April 2022)
N Lightfoot	(Resigned 28 April 2022)
N Thomas	(Appointed 28 April 2022)
M Brent	(Appointed 28 April 2022)
S Moss	(Appointed 9 May 2022)
S Redstone	
N Chivers	
R Wilson	
A Steele	
D Murray	
D Lupton	(Appointed 24 May 2022)

An open recruitment process is operated by PlantNetwork. Trustees join the board for a period of three years and then either step down or stand for re-election. The recruitment process is outlined in the PlantNetwork Memorandum and Articles of Association and is enacted every year once those trustees whose terms are ending have determined whether they are stepping down or standing for re-election. When places become available on the board, they are advertised via all PlantNetwork channels two months before the AGM. Potential trustees are invited to contact the coordinator and arrange to speak with the co/chair of PlantNetwork prior to completing a nomination form. Trustees are drawn from the PlantNetwork membership although adverts are also placed with trustee recruitment agencies such as Trustees Unlimited to ensure that a range of expertise and experience is obtained for the board. Adverts usually specify particular skills sets but is open to anyone interested in committing at least three years to supporting and developing PlantNetwork. Co-option has also been utilised in the past when it has proven to be difficult to recruit. When more applicants apply than there are places, decisions are made in discussion with the applicants, considering criteria such as geographic location, skills and experience, and willingness to take on specific roles (such as IT support or treasurer). All new trustees are elected at the AGM with nomination papers made available to the membership in advance of the meeting.

The board of trustees is overseen by a chair (or co-chair) who has responsibility for overall governance. A treasurer (or co-treasurer) provides oversight of all financial information from strategy to day-to-day banking. The remaining trustees take responsibility for key areas of PlantNetwork: marketing & communications; technology and website; fundraising and sponsorship; membership; and, activities and engagement. Providing oversight and strategy development in these areas, all trustees direct the activities of the operational staff, currently the coordinator. The coordinator's role involves the delivery of the strategy across the key areas of activity, acts as the main point of contact for PlantNetwork and ensures effective day-to-day management of all PlantNetwork undertakings.

For 2022/23, the board structure was:

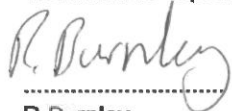
The Charity is administered by an Executive Board of Trustees, comprising 2022-23:

Chair (shared role)	Ros Burnley and Stephen Herrington
Treasurer (shared role)	Phil Esseen, Piers Horry
Board Members	Rupert Wilson, Donald Murray, Sara Redstone, Natalie Chivers, Ann Steele, Alison Crook, Heather Birkett, Mark Brent, Darach Lupton, Suzanne Moss, Nicola Thomas.
Coordinator	Rebecca Slack (employee, appointed by the Board until 2 February 2023)
Administrator	Mercy Morris (employee, appointed by the Board 24 October 2022)
Honorary President	Matthew Jebb

PLANTNETWORK

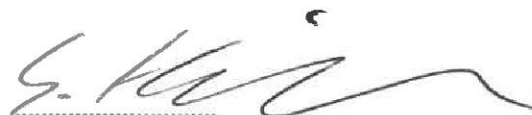
TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

The trustees' report was approved by the Board of Trustees.



R Burnley

Co-Chairperson: Ros Burnley and Stephen Herrington



S Herrington

**Co-Chairperson: Ros Burnley and
Stephen Herrington**

Date: 13/12/23

**INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF PLANTNETWORK**

I report to the trustees on my examination of the financial statements of PlantNetwork (the charity) for the year ended 31 March 2023.

Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

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 that in any material respect:

- 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 financial statements to be reached.

Colin Mills FCA
Critchleys Audit LLP

Beaver House
23-38 Hythe Bridge Street
Oxford
OX1 2EP

Dated:

PLANTNETWORK

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

		Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
	Notes						
Income from:							
Donations and legacies	3	449	11,218	11,667	150	23,057	23,207
Charitable activities	4	43,792	-	43,792	45,457	-	45,457
Investments	5	93	-	93	4	-	4
Total income		44,334	11,218	55,552	45,611	23,057	68,668
Expenditure on:							
Charitable activities	6	44,429	5,901	50,330	34,814	1,066	35,880
Net (expenditure)/income for the year/							
Net movement in funds		(95)	5,317	5,222	10,797	21,991	32,788
Fund balances at 1 April 2022		74,639	23,991	98,630	63,842	2,000	65,842
Fund balances at 31 March 2023		74,544	29,308	103,852	74,639	23,991	98,630

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

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

PLANTNETWORK

BALANCE SHEET

AS AT 31 MARCH 2023

	Notes	2023 £	£	2022 £	£
Fixed assets					
Tangible assets	11		804		-
Current assets					
Debtors	12	1,375		-	
Cash at bank and in hand		113,249		108,073	
		<u>114,624</u>		<u>108,073</u>	
Creditors: amounts falling due within one year	13	<u>(11,576)</u>		<u>(9,443)</u>	
Net current assets			103,048		98,630
Total assets less current liabilities			<u>103,852</u>		<u>98,630</u>
Income funds					
Restricted funds	15		29,308		23,991
Unrestricted funds			74,544		74,639
			<u>103,852</u>		<u>98,630</u>

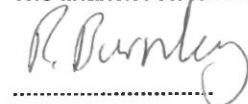
The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2023.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

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.

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

The financial statements were approved by the Trustees on 13/12/23



R Burnley
Trustee



S Herrington
Trustee

Company registration number 3777793

PLANTNETWORK

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

Charity information

PlantNetwork is a private company limited by guarantee incorporated in England and Wales. The registered office is C/O Critchleys LLP, Beaver House, 23-38 Hythe Bridge Street, Oxford, Oxfordshire, OX1 2EP.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

PLANTNETWORK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

(Continued)

1.5 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. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Office Equipment

Straight line basis over four years

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

PLANTNETWORK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

(Continued)

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

PLANTNETWORK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2023 £	2023 £	2023 £	2022 £	2022 £	2022 £
Donations and gifts	449	-	449	150	-	150
Grants receivable	-	11,218	11,218	-	23,057	23,057
	<u>449</u>	<u>11,218</u>	<u>11,667</u>	<u>150</u>	<u>23,057</u>	<u>23,207</u>
Grants receivable for core activities						
Erasmus	-	11,218	11,218	-	10,657	10,657
Royal Horticultural Society Bursaries	-	-	-	-	9,400	9,400
Stanley Smith (UK) Horticultural Trust	-	-	-	-	3,000	3,000
	<u>-</u>	<u>11,218</u>	<u>11,218</u>	<u>-</u>	<u>23,057</u>	<u>23,057</u>

PLANTNETWORK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

4 Charitable activities

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Subscriptions	20,023	18,785
Conferences	168	3,157
Workshops and forums	3,839	1,125
Sponsorship	1,779	5,388
Miscellaneous (ads & mailing)	17,983	17,002
	<u>43,792</u>	<u>45,457</u>

5 Investments

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Interest receivable	<u>93</u>	<u>4</u>

6 Charitable activities

	2023 £	2022 £
Forum work groups and conferences	6,360	1
Share of support costs (see note 7)	39,626	32,061
Share of governance costs (see note 7)	4,344	3,818
	<u>50,330</u>	<u>35,880</u>
Analysis by fund		
Unrestricted funds	44,429	34,814
Restricted funds	5,901	1,066
	<u>50,330</u>	<u>35,880</u>

PLANTNETWORK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

7 Support costs

	Support costs	Governance costs	2023	Support costs	Governance costs	2022
	£	£	£	£	£	£
Staff costs	34,827	-	34,827	29,840	-	29,840
Depreciation	115	-	115	263	-	263
Office and other costs	1,836	-	1,836	1,958	-	1,958
Travel, Liaison and meeting	2,848	-	2,848	-	-	-
Independent examiner fee	-	3,045	3,045	-	1,575	1,575
Other professional fees	-	13	13	-	1,038	1,038
Other fees to independent examiners	-	1,286	1,286	-	1,205	1,205
	<u>39,626</u>	<u>4,344</u>	<u>43,970</u>	<u>32,061</u>	<u>3,818</u>	<u>35,879</u>
Analysed between Charitable activities	<u>39,626</u>	<u>4,344</u>	<u>43,970</u>	<u>32,061</u>	<u>3,818</u>	<u>35,879</u>

Governance costs includes payments to the independent examiners of £2,500 + VAT (2022- £1,350 + VAT) for independent examination fees.

8 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

9 Employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
Administrator/coordinator	<u>1</u>	<u>1</u>
Employment costs	2023 £	2022 £
Wages and salaries	32,762	28,045
Other pension costs	2,065	1,795
	<u>34,827</u>	<u>29,840</u>

There were no employees whose annual remuneration was more than £60,000.

PLANTNETWORK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

10 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

11 Tangible fixed assets

	Office Equipment £
Cost	
At 1 April 2022	1,524
Additions	919
At 31 March 2023	2,443
Depreciation and impairment	
At 1 April 2022	1,524
Depreciation charged in the year	115
At 31 March 2023	1,639
Carrying amount	
At 31 March 2023	804

12 Debtors

	2023 £	2022 £
Amounts falling due within one year:		
Trade debtors	1,375	-

13 Creditors: amounts falling due within one year

	Notes	2023 £	2022 £
Deferred income	14	8,490	7,788
Accruals		3,086	1,655
		11,576	9,443

14 Deferred income

	2023 £	2022 £
Arising from subscriptions and income in advance	8,490	7,788

Deferred income is included in the financial statements as follows:

PLANTNETWORK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

14 Deferred income

(Continued)

	2023 £	2022 £
Deferred income is included within:		
Current liabilities	8,490	7,788
Movements in the year:		
Deferred income at 1 April 2022	7,788	10,571
Released from previous periods	(7,788)	(10,571)
Resources deferred in the year	16,062	7,788
Deferred income at 31 March 2023	16,062	7,788
Warning! Figures do not agree by:	(7,572)	-

Deferred income includes amounts relating to conference & forum income in advance, membership subscriptions and sponsorship income in advance.

All income is released to income in the following financial year.

15 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds			Movement in funds			
	Balance at 1 April 2021 £	Income £	Expenditure £	Balance at 1 April 2022 £	Income £	Expenditure £	Balance at 31 March 2023 £
Database project	2,000	-	-	2,000	-	-	2,000
Online project	-	3,000	(1,066)	1,934	-	(544)	1,390
RHS	-	9,400	-	9,400	-	-	9,400
Bursaries	-	9,400	-	9,400	-	-	9,400
Craft skills for Garden Conservation	-	10,657	-	10,657	11,218	(5,357)	16,518
	2,000	23,057	(1,066)	23,991	11,218	(5,901)	29,308

The balance on the database project represents monies which will be spent on the project in future years.

PLANTNETWORK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

15 Restricted funds

(Continued)

The Stanley Smith (UK) Horticultural Trust fund is to support the development on PlantNetwork's online resources including ongoing webinar programme development, podcast and training resources.

RHS Bursaries awarded funding for the development of the Diversity in Gardening (DiG) project which will develop training on equity, equality, diversity and inclusion for PlantNetwork members aimed at creating a more inclusive workforce and providing support across the garden sector.

PlantNetwork is also a partner in the Erasmus+ funded project Craft Skills for Garden Conservation, led by Vea in Norway, which seeks to share training on traditional skills and approaches needed to conserve heritage gardens: the project takes place over a three year period and involves the co-generation of webinars, workshops and learning resources.

16 Analysis of net assets between funds

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total Unrestricted funds 2023 £	Restricted funds 2022 £	Total 2022 £
Fund balances at 31 March 2023 are represented by:					
Tangible assets	804	-	804	-	-
Current assets/(liabilities)	73,740	29,308	103,048	74,639	98,630
	<u>74,544</u>	<u>29,308</u>	<u>103,852</u>	<u>74,639</u>	<u>98,630</u>

17 Related party transactions

No Trustee received any remuneration in the year (2022: £NIL). No Trustees received any reimbursement of expenses in the year (2022: £NIL).

There were no related party transactions or payments to key management personnel in either year.

Accounts

Charity registration number 1081747

Company registration number 3777793 (England and Wales)

PLANTNETWORK
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

PLANTNETWORK

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	R Burnley	
	S Herrington	
	P Horry	(Appointed 22 April 2021)
	A Crook	(Appointed 22 April 2021)
	H Birkett	(Appointed 22 April 2021)
	P Esseen	(Appointed 22 April 2021)
	N Thomas	(Appointed 28 April 2022)
	M Brent	(Appointed 28 April 2022)
	S Moss	(Appointed 9 May 2022)
	S Redstone	
	N Chivers	
	R Wilson	
	A Steele	
	D Murray	
	D Lupton	(Appointed 24 May 2022)
Honorary president	Matthew Jebb	
Secretary	R Slack	
Charity number	1081747	
Company number	3777793	
Registered office	Beaver House 23-38 Hythe Bridge Street Oxford OX1 2EP	
Independent examiner	Critchleys Audit LLP Beaver House 23-38 Hythe Bridge Street Oxford OX1 2EP	

PLANTNETWORK

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Balance sheet	8
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PLANTNETWORK

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2022

The trustees present their annual report and financial statements for the year ended 31 March 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's memorandum and articles of association, the Companies Act 2006 and "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 2019).

Objectives and activities

Public Benefit of the Charity

This remains unchanged for PlantNetwork. The aims of PlantNetwork are for the public benefit, to both members and non-members alike. Supporting gardens and arboreta, and their staff, in managing, maintaining and developing their plant collections and publicising the value of horticulture to all, is a major benefit to the public. Public benefit operates through the provision of resources for education, conservation, biodiversity, and health and wellbeing. Without the existence of the network, this would be much more difficult to do. Membership is open to all, and access to the charity is not unfairly restricted by the membership charges, with many resources open to non-members through the website and non-members welcome to attend all PlantNetwork events. The aim is to continue to offer a range of membership fees to allow horticulturists at different stages of their career to join and making event fees as low as possible. Online delivery has made sharing of content much more accessible. Initiatives like the PlantNetwork podcast, which is free to all to access, helps promote horticulture and the work of horticulturists, with over 3,000 downloads by the end of 2021-22 period.

The PlantNetwork Board of Trustees continue to regularly review PlantNetwork activities and communication. The Board consists of a small group of board members led by the Chairs. The aim of the review is to ensure that the charity continues to maximise public benefit, provide good value and varied training to members, and maintains a sustainable business plan. A training session for all trustees was provided in January/February 2022 to ensure all were aware of their roles and responsibilities.

The Board has complied with the duty in section 17(5) of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Website & Newsletter

The website continues to provide a single, integrated platform for events bookings, membership subscription and information dissemination, particularly since the launch of the customer relationship management (CRM) platform in June/July 2020 which also integrates the weekly newsletter to members. Much of the information on the website is still freely available and acts as a valuable source of information to the public but the members resources area has also been developed over the last year with new tool box areas being developed in the area of sustainability in gardens. Social media platforms are used to publicise events and update followers on new resource availability. The weekly newsletter continues and has a growing readership as more individuals take up memberships as part of their garden/employing organisation's membership of PlantNetwork. A twice-yearly news update continues to be sent to non-members who have registered an interest in PlantNetwork.

Membership

Membership in the year 2021/22 totalled 70 institutional members (with each institutional membership representing from 1-200+ horticultural staff) and 132 individuals or personal members (including free membership for trainees on placements in gardens as part of the Historic and Botanic Garden Trainee Programme or the Professional Gardeners' Guild Traineeship). Institutional membership was the same as last year, with no further decline but no recovery to previous membership levels. Individual membership numbers slightly increased again. More staff are taking up membership as part of their employer's institutional membership with the newsletter mailing list exceeding 1000 individuals for the first time, up from 930 last year and 700 the year before

PLANTNETWORK

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

Sponsorship

Our two silver sponsors, British Sugar TOPSOIL and Dragonfli, continued to provide sponsorship for much of 2021/22 providing much valued support to PlantNetwork: British Sugar TOPSOIL's sponsorship ended in February 2022 and decided not to renew while Dragonfli re-joined as bronze sponsors at the end of the 2021-22 period. Candide continued as our headline gold sponsor and provided considerable support for our two main events, the annual Plant Records Meeting and The Modern Garden Conference. IrisBG joined as our newest sponsor in September 2021: as bronze sponsors, IrisBG were invaluable for both their support of our online meetings but also creative in put into our ongoing podcast series and the development of 2022 into the PlantNetwork Year of Sustainability.

Grants

PlantNetwork was successful in three grant proposals in 2021-22. At the start of the period, the Stanley Smith (UK) Horticultural Trust awarded a grant of £3,000 to support the development of PlantNetwork's online content and training delivery. A successful RHS Bursaries application led to the development of the Diversity in Gardening project which seeks to ensure that working in public gardens become more inclusive and welcoming. PlantNetwork also joined a number of organisations in Europe to become the UK representatives of the Erasmus+ funded project Craft Skills for Garden Conservation which develops training across Norway (lead), Sweden, Germany, the Netherlands and UK on traditional gardening skills and practices. Both these latter projects will run for the next few years.

Achievements and performance

25th Annual General Meeting

The 25th AGM was held online for the second successive year, on Thursday 22nd April 2021. After the success of last year's AGM with the improved accessibility and ease of attending, it was felt that this would be an excellent approach going forward. Notification had been sent out to all members of PlantNetwork one month ahead of the meeting, as per usual practice. Nominations for Board members were invited. For the five board members whose term ended in April 2021, three stood for re-election (Ros Burnley, Don Murray and Natalie Chivers) and were duly re-elected. Two stood down: Rob Brett (Co-Treasurer) and Simon Toomer (Chair of PlantNetwork) were thanked for their considerable contributions during their terms of office. Four new nominations were received and were elected to the board: Heather Birkett, Alison Crook, Phil Esseen and Piers Horry. Ros Burnley and Stephen Herrington were nominated and elected as co-chairs.

Critchleys, of Beaver House, Oxford, was appointed as examiner for a further year.

The AGM reviewed activity for the period 2020-2021 which was a period of considerable disruption. To continue the PlantNetwork aim of supporting those working with gardens and plant collections in Britain and Ireland for conservation, knowledge and enjoyment during the COVID pandemic, it was highlighted that there was a rapid development of online delivery through weekly webinars, digital workshops and even an online conference. Despite a decline in membership due to financial uncertainty of lockdowns, membership was bolstered with the introduction of a customer relationship management system which allowed staff from membership organisations as well as individual members to create an online account with PlantNetwork to access member-only resources and to book events. Online content was also developed across the year. The AGM minutes are available.

PlantNetwork employee

Rebecca Slack (RS) continues in the coordinator role (part-time) and acts as Company Secretary. The Board of Trustees have decided to expand the team to include a second part-time employee who will take over much of the administration to allow the coordinator to expand the range of activities and services provided to the membership. This role will be offered as a fixed-term appointment in the first instance and will recruit in 2022.

PLANTNETWORK

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

Meetings

Board of Trustees: two Board meetings (85th Board Meeting: 22nd September 2021; 86th Board Meeting: 10th February 2022), a strategy day to discuss PlantNetwork strategy and future development post-pandemic (22nd June 2021) and three teleconferences (13th April 2021; 14th July 2021; 11th November 2021) were held during the financial year. The coordinator, co-chairs and vice-chair met every fortnight to monitor activity and plan accordingly, very important with new chairs in role.

Monthly webinars were arranged throughout the 2021-22 period with a break in August. A variety of topics of interest to horticulturists working in public gardens were featured, including permaculture and gardening in zoos. Many were themed around sustainability to fit with 2022 being badged as the PlantNetwork Year of Sustainability in an effort to raise the importance of this topic. A full list of the webinars, with recordings available for members/participants, is available from the PlantNetwork website under the 'Meetings' tab.

Given continuing uncertainty regarding COVID, no in-person meetings were planned, with the annual Plant Records Meeting remaining online for a second year in October 2021 and the Annual Conference – called The Modern Garden – being planned as an online event in November and December 2021. Collaborative events were also developed including an online climate science event with Bgen and the Royal Meteorological Society in March 2022, and the launch of the independent Cheshire Gardens Network at Ness Gardens in September 2021.

A quarterly online coffee break series focusing on interpretation in gardens was also launched in autumn 2021, providing more of an informal information sharing session.

Financial review

Since 2019/20, there has been a loss of income from membership and events but PlantNetwork finances have recovered due in part to reduced event overheads, grant income and recovery of the job market (through recruitment notices) as well as the continued support of PlantNetwork sponsors.

Income from subscription amounted to £18,785, with total unrestricted income from charitable activities (including conferences and job advertisements) and donations amounting to a total of £45,611. An additional grant income of £23,057 was awarded for the delivery of three projects (restricted funding). Total income, including grants, was £68,668.

Total expenditure was largely consistent with 2020/21 as events remained online, with most costs decreasing except for salary and associated costs. Total expenditure was £35,880, with £34,814 spent on charitable activities (including salary, governance etc.) and £1,066 on grant-related activity.

A surplus of £10,797 was generated from charitable activities with a further £21,991 remaining for the operation of the grant-funded projects. As the financial landscape going forward is expected to be increasingly difficult, this surplus will ensure that PlantNetwork will continue to provide, if not grow, support of gardens and plant collections.

Total funds carried forward at year end March 2022 amounted to £98,630 (of which £23,991 is restricted), which remains above the £60,000 range of reserves sought by the Board.

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

Plans for future periods

PlantNetwork continues to support gardens and plant collections for the public benefit. We are constantly monitoring our activity to ensure that we provide relevant and timely support, training and information to members and non-members alike, and are always seeking improvements to our core activities as external factors such as rising costs and continuing COVID uncertainty ensure that operating conditions are suboptimal. In 2022, we will be recruiting an additional part-time staff member to help improve our administration processes and improve the experience and service provided to the membership. Increased staff hours will also allow PlantNetwork to expand activities into a more varied programme of events, training, information exchange and online support. We are also looking to develop collaborations with other organisations to maximise effort across the horticultural and wider environmental sectors.

PLANTNETWORK

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

Structure, governance and management

PlantNetwork: The Plant Collections Network of Britain & Ireland is a company limited by guarantee, registered in England 3777793; registered charity 1081747. The charity is governed by its Memorandum and Articles of Association.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

W Ritchie	(Resigned 28 April 2022)
R Burnley	
S Herrington	
R Brett	(Resigned 22 April 2021)
S Toomer	(Resigned 22 April 2021)
P Horry	(Appointed 22 April 2021)
A Crook	(Appointed 22 April 2021)
H Birkett	(Appointed 22 April 2021)
P Esseen	(Appointed 22 April 2021)
C Weddell	(Resigned 28 April 2022)
N Lightfoot	(Resigned 28 April 2022)
N Thomas	(Appointed 28 April 2022)
M Brent	(Appointed 28 April 2022)
S Moss	(Appointed 9 May 2022)
S Redstone	
N Chivers	
R Wilson	
A Steele	
D Murray	
D Lupton	(Appointed 24 May 2022)

An open recruitment process is operated by PlantNetwork. Trustees join the board for a period of three years and then either step down or stand for re-election. The recruitment process is outlined in the PlantNetwork Memorandum and Articles of Association and is enacted every year once those trustees whose terms are ending have determined whether they are stepping down or standing for re-election. When places become available on the board, they are advertised via all PlantNetwork channels two months before the AGM. Potential trustees are invited to contact the coordinator and arrange to speak with the co/chair of PlantNetwork prior to completing a nomination form. Trustees are drawn from the PlantNetwork membership although adverts are also placed with trustee recruitment agencies such as Trustees Unlimited to ensure that a range of expertise and experience is obtained for the board. Adverts usually specify particular skills sets but is open to anyone interested in committing at least three years to supporting and developing PlantNetwork. Co-option has also been utilised in the past when it has proven to be difficult to recruit. When more applicants apply than there are places, decisions are made in discussion with the applicants, considering criteria such as geographic location, skills and experience, and willingness to take on specific roles (such as IT support or treasurer). All new trustees are elected at the AGM with nomination papers made available to the membership in advance of the meeting.

PLANTNETWORK

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

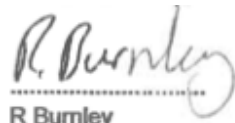
The board of trustees is overseen by a chair (or co-chair) who has responsibility for overall governance. A treasurer (or co-treasurer) provides oversight of all financial information from strategy to day-to-day banking. The remaining trustees take responsibility for key areas of PlantNetwork: marketing & communications; technology and website; fundraising and sponsorship; membership; and, activities and engagement. Providing oversight and strategy development in these areas, all trustees direct the activities of the operational staff, currently the coordinator. The coordinator's role involves the delivery of the strategy across the key areas of activity, acts as the main point of contact for PlantNetwork and ensures effective day-to-day management of all PlantNetwork undertakings.

For 2021/22, the board structure was:

The Charity is administered by an Executive Board of Trustees, comprising 2021-22:

Chair (shared role)	Ros Burnley and Stephen Herrington
Vice-Chair	Nick Lightfoot
Treasurer	Christopher Weddell
Co-Treasurer	Phil Esseen, Piers Horry (from autumn 2021)
Board Members	Rupert Wilson, Donald Murray, Sara Redstone, Natalie Chivers, Will Ritchie, Ann Steele, Alison Crook, Heather Birkett
Coordinator	Rebecca Slack (an employee appointed by the Board, not a Trustee)
Honorary President	Matthew Jebb

The trustees' report was approved by the Board of Trustees.



R Burnley

Co-Chairperson: Ros Burnley and Stephen Herrington



S Herrington

**Co-Chairperson: Ros Burnley and
Stephen Herrington**

Date: **17/10/2022**

**INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF PLANTNETWORK**

I report to the trustees on my examination of the financial statements of PlantNetwork (the charity) for the year ended 31 March 2022.

Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

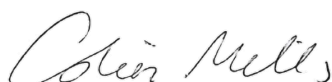
Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

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 that in any material respect:

- 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 financial statements to be reached.



Colin Mills FCA
Critchleys Audit LLP

Beaver House
23-38 Hythe Bridge Street
Oxford
OX1 2EP

Dated: 10 November 2022

PLANTNETWORK

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2022

	Notes	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £
Income from:							
Donations and legacies	3	150	23,057	23,207	377	-	377
Charitable activities	4	45,457	-	45,457	41,179	-	41,179
Investments	5	4	-	4	27	-	27
Total income		<u>45,611</u>	<u>23,057</u>	<u>68,668</u>	<u>41,583</u>	<u>-</u>	<u>41,583</u>
Expenditure on:							
Charitable activities	6	<u>34,814</u>	<u>1,066</u>	<u>35,880</u>	<u>41,164</u>	<u>-</u>	<u>41,164</u>
Net income for the year/ Net movement in funds		10,797	21,991	32,788	419	-	419
Fund balances at 1 April 2021		<u>63,842</u>	<u>2,000</u>	<u>65,842</u>	<u>63,423</u>	<u>2,000</u>	<u>65,423</u>
Fund balances at 31 March 2022		<u>74,639</u>	<u>23,991</u>	<u>98,630</u>	<u>63,842</u>	<u>2,000</u>	<u>65,842</u>

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

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

PLANTNETWORK

BALANCE SHEET

AS AT 31 MARCH 2022

	Notes	2022 £	£	2021 £	£
Fixed assets					
Tangible assets	10		-		263
Current assets					
Debtors	11	-		1,510	
Cash at bank and in hand		108,073		77,690	
		108,073		79,200	
Creditors: amounts falling due within one year	12	(9,443)		(13,621)	
Net current assets			98,630		65,579
Total assets less current liabilities			98,630		65,842
Income funds					
Restricted funds	14	23,991		2,000	
Unrestricted funds		74,639		63,842	
		98,630		65,842	

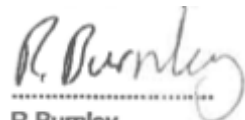
The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2022.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

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.

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

The financial statements were approved by the Trustees on 17/10/2022



R Burnley
Trustee



S Herrington
Trustee

Company registration number 3777793

PLANTNETWORK

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

Charity information

PlantNetwork is a private company limited by guarantee incorporated in England and Wales. The registered office is Beaver House, 23-38 Hythe Bridge Street, Oxford, OX1 2EP.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

PLANTNETWORK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

(Continued)

1.5 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. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Office Equipment

Straight line basis over four years

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

PLANTNETWORK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

(Continued)

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds
	2022 £	2022 £	2022 £	2021 £
Donations and gifts	150	-	150	377
Grants receivable	-	23,057	23,057	-
	<u>150</u>	<u>23,057</u>	<u>23,207</u>	<u>377</u>

PLANTNETWORK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

3 Donations and legacies (Continued)

Grants receivable for core activities

Erasmus	-	10,657	10,657	-
Royal Horticultural Society Bursaries	-	9,400	9,400	-
Stanley Smith (UK) Horticultural Trust	-	3,000	3,000	-
	-	23,057	23,057	-

4 Charitable activities

	Unrestricted funds 2022 £	Unrestricted funds 2021 £
Subscriptions	18,785	17,711
Conferences	3,157	10,529
Workshops and forums	1,125	1,256
Sponsorship	5,388	4,840
Miscellaneous (ads & mailing)	17,002	6,843
	45,457	41,179

5 Investments

	Unrestricted funds 2022 £	Unrestricted funds 2021 £
Interest receivable	4	27

PLANTNETWORK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

6 Charitable activities

	Unrestricted funds 2022 £	Unrestricted funds 2021 £
Forum work groups and conferences	1	6,448
Share of support costs (see note 7)	32,061	32,015
Share of governance costs (see note 7)	3,818	2,701
	<u>35,880</u>	<u>41,164</u>
Analysis by fund		
Unrestricted funds	34,814	41,164
Restricted funds	1,066	-
	<u>35,880</u>	<u>41,164</u>

7 Support costs

	Support costs £	Governance costs £	2022 £	Support costs £	Governance costs £	2021 £
Staff costs	29,840	-	29,840	29,549	-	29,549
Depreciation	263	-	263	262	-	262
Office and other costs	1,958	-	1,958	2,019	-	2,019
Travel, Liaison and meeting	-	-	-	185	-	185
Audit fees	-	1,575	1,575	-	1,500	1,500
Other professional fees	-	1,038	1,038	-	38	38
Other fees to independent examiners/auditor	-	1,205	1,205	-	1,163	1,163
	<u>32,061</u>	<u>3,818</u>	<u>35,879</u>	<u>32,015</u>	<u>2,701</u>	<u>34,716</u>
Analysed between						
Charitable activities	<u>32,061</u>	<u>3,818</u>	<u>35,879</u>	<u>32,015</u>	<u>2,701</u>	<u>34,716</u>

Governance costs includes payments to the auditors of £1,575 (2021- £1,500) for independent examination fees.

8 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

PLANTNETWORK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

9 Employees

The average monthly number of employees during the year was:

	2022 Number	2021 Number
Administrator/coordinator	1	1

Employment costs

	2022 £	2021 £
Wages and salaries	28,045	27,773
Other pension costs	1,795	1,776
	29,840	29,549

There were no employees whose annual remuneration was more than £60,000.

10 Tangible fixed assets

	Office Equipment £
Cost	
At 1 April 2021	1,524
At 31 March 2022	1,524
Depreciation and impairment	
At 1 April 2021	1,261
Depreciation charged in the year	263
At 31 March 2022	1,524
Carrying amount	
At 31 March 2021	263

11 Debtors

	2022 £	2021 £
Amounts falling due within one year:		
Trade debtors	-	1,510

PLANTNETWORK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

12 Creditors: amounts falling due within one year

	Notes	2022 £	2021 £
Deferred income	13	7,788	10,571
Accruals		1,655	3,050
		<u>9,443</u>	<u>13,621</u>

13 Deferred income

	2022 £	2021 £
Arising from subscriptions and income in advance	<u>7,788</u>	<u>10,571</u>

Deferred income is included in the financial statements as follows:

	2022 £	2021 £
Deferred income is included within:		
Current liabilities	<u>7,788</u>	<u>10,571</u>
Movements in the year:		
Deferred income at 1 April 2021	10,571	24,130
Released from previous periods	(10,571)	(24,130)
Resources deferred in the year	<u>7,788</u>	<u>10,571</u>
Deferred income at 31 March 2022	<u>7,788</u>	<u>10,571</u>

Deferred income includes amounts relating to conference & forum income in advance, membership subscriptions and sponsorship income in advance.

All income is released to income in the following financial year.

PLANTNETWORK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

14 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds		Movement in funds			
	Balance at 1 April 2020	Income	Balance at 1 April 2021	Income	Expenditure	Balance at 31 March 2022
	£	£	£	£	£	£
Database project	2,000	-	2,000	-	-	2,000
Online project	-	-	-	3,000	(1,066)	1,934
RHS Bursaries	-	-	-	9,400	-	9,400
Craft skills for Garden Conservation	-	-	-	10,657	-	10,657
	<u>2,000</u>	<u>-</u>	<u>2,000</u>	<u>23,057</u>	<u>(1,066)</u>	<u>23,991</u>

The balance on the database project represents monies which will be spent on the project in future years.

PlantNetwork received three grants in 2021/22. The Stanley Smith (UK) Horticultural Trust awarded £3,000 to support the development on PlantNetwork's online resources including ongoing webinar programme development, podcast and training resources. RHS Bursaries awarded £9,400 for the development of the Diversity in Gardening (DiG) project which will develop training on equity, equality, diversity and inclusion for PlantNetwork members aimed at creating a more inclusive workforce and providing support across the garden sector. PlantNetwork is also a partner in the Erasmus+ funded project Craft Skills for Garden Conservation, led by Vea in Norway, which seeks to share training on traditional skills and approaches needed to conserve heritage gardens: the project takes place over a three year period and involves the co-generation of webinars, workshops and learning resources. In the first year, PlantNetwork was awarded £10,657 to lead on webinars and workshop in heritage gardening and participate in projects at partners gardens/organisations.

15 Analysis of net assets between funds

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £
Fund balances at 31 March 2022 are represented by:						
Tangible assets	-	-	-	263	-	263
Current assets/(liabilities)	74,639	23,991	98,630	63,579	2,000	65,579
	<u>74,639</u>	<u>23,991</u>	<u>98,630</u>	<u>63,842</u>	<u>2,000</u>	<u>65,842</u>

16 Related party transactions

No Trustee received any remuneration in the year (2021: £NIL). No Trustees received any reimbursement of expenses in the year (2021: £NIL).

There were no related party transactions or payments to key management personnel in either year.

Accounts

PLANTNETWORK
UNAUDITED FINANCIAL STATEMENTS FOR THE
YEAR ENDED 31 MARCH 2021

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	7	Balance Sheet
	8-11	Notes to the Financial Statements

Company number 3777793

Charity number 1081747

Annual Report of the Trustees

Financial year April 2020 – March 2021

PlantNetwork: The Plant Collections Network of Britain & Ireland is a company limited by guarantee, registered in England 3777793; registered charity 1081747. The charity is governed by its Memorandum and Articles of Association.

Registered office: Beaver House, 23-38 Hythe Bridge Street, Oxford, OX1 2EP

The Charity is administered by an Executive Board of Trustees, comprising 2020-21:

Chairman	Simon Toomer
Vice-Chairman	Ros Burnley, Nick Lightfoot (shared role)
Treasurer	Rachel Warmington (April-November 2020 - retired), Christopher Weddell (from November 2020)
Co-Treasurer	Rob Brett
Board Members	Rupert Wilson, Donald Murray, Sara Redstone, Stephen Herrington, Natalie Chivers, Will Ritchie, Ann Steele
Coordinator	Rebecca Slack (an employee appointed by the Board, not a Trustee)
Honorary President	Matthew Jebb

24th Annual General Meeting

The 24th AGM was held online on Thursday 23rd April 2020: this is the first time that the PlantNetwork AGM was organised online and did improve accessibility. The intention had been to hold the AGM during the Promoting Excellence in Horticulture Conference 2020 at the Royal Botanic Garden Edinburgh but this was cancelled due to the COVID-19 pandemic and the UK lockdown. Notification had been sent out to all members of PlantNetwork one month ahead of the meeting, as per usual practice, to inform them that the AGM was still taking place at the time and date advertised in the conference material but in an online format. Nominations for Board members were invited. Only one of the board members whose term ended in April 2020 stood for re-election: Chris Bisson had already stood down from the board and Faye Tuffrey did not stand for re-election so only Stephen Herrington was nominated for re-election and was duly elected. Co-opted board members Rachel Warmington and Ann Steele stood for election and were elected as full board members. Ros Burnley and Nick Lightfoot were nominated to share the role of Vice-Chair.

Critchleys, of Beaver House, Oxford, was appointed as examiner for a further year.

The AGM reviewed activity for the period 2019-2020. The PlantNetwork aims were reiterated: to support those working with gardens and plant collections in Britain and Ireland for conservation, knowledge and enjoyment. PlantNetwork also provides networking and professional development opportunities for the public gardens community. Changes to membership categories instigated in April 2019 were reviewed as were the events organised over the period. The AGM minutes are available.

PlantNetwork employee

Rebecca Slack (RS) was appointed to the coordinator role (part-time) and Company Secretary on 24 September 2018 and continued this role in 2020/21. The trustees made the decision not to furlough RS and to keep PlantNetwork operating as previously to provide support to furloughed members and network gardens during lockdown.

Annual Report of the Trustees

Financial year April 2020 – March 2021

Meetings

Board of Trustees: two Board meetings (83rd Board Meeting: 23rd September 2020; 84th Board Meeting: 3rd February 2021), a strategy day to discuss PlantNetwork strategy and reaction to the pandemic (24th June 2020) and two teleconferences (16th July 2020; 24th November 2020; with an additional two falling just outside the period: 31st March 2020 and 13th April 2021) were held during the financial year. Monthly catch-up meetings were also arranged from April 2020 to monitor PlantNetwork activity during the first few months of the pandemic but these ended in July 2020 when it was felt that PlantNetwork was providing support to members through the development of new initiatives.

The Annual Conference – called Promoting Excellence in Horticulture 2020 - was due to take place at the Royal Botanic Garden Edinburgh (RBGE) on 22nd-23rd April 2020 but was initially postponed to October 2020 before being moved online on 28th-30th October 2020. The conference was a collaboration between PlantNetwork, RBGE and the International Journal of Botanic Garden horticulture, *Sibbaldia*.

Due to the pandemic and subsequent lockdowns, all in-garden/in-person training events were cancelled with one, the annual Plant Records Group Meeting, being moved online (7th October 2020). A series of weekly webinars on a variety of topics relevant to horticulturists was organised from April to July 2020, becoming monthly from September 2020. A full list of the webinars, with recordings available for members/participants, is available from the PlantNetwork website under the 'Meetings' tab.

In addition to the webinars, a weekly (April-July) then monthly (August-December) virtual coffee morning was organised to bring members together, particularly those working in isolation or furloughed by their garden.

Website & Newsletter

The website continues to provide a single, integrated platform for events bookings, membership subscription and information dissemination. A customer relationship management (CRM) platform was integrated into the website in June/July 2020 providing even more flexibility in the use and development of the website. A members-only area has now been created providing members with additional resources and services such as free or discounted booking for events, access to event recordings and member-only reports and briefing notes. Much of the information on the website is still freely available and acts as a valuable source of information to the public. Social media platforms are used to publicise events and update followers on new resource availability. The weekly newsletter continues in an expanded format with many more contributions from members or the wider horticultural sector. It is now produced from within the CRM so is much more fully integrated with the membership records and allows for different subscription categories within the membership. A twice-yearly news update continues to be sent to non-members who have registered an interest in PlantNetwork.

Membership

Membership in the year 2020/21 totalled 70 institutional members (with each institutional membership representing from 1-200+ horticultural staff) and 123 individuals or personal members (including free membership for trainees on placements in gardens as part of the Historic and Botanic Garden Trainee Programme or the Professional Gardeners' Guild Traineeship). This represented a decline in institutional members, with a number deciding not to renew their membership due to uncertainty concerning the pandemic and lockdown of gardens. There was, however, a slight increase in individual members compared to previous years. Many of the institutional members are enrolling staff as individual members – depending on the category they select, they can include a set number of staff on the membership e.g. the small garden category allows up to 20 staff to join PlantNetwork and benefit from the newsletter, member accounts and discounts. At the close of the financial year, our newsletter was being sent to over 930 individual email addresses, up from 700 in the previous financial year and demonstrating the growing uptake by institutional members.

Annual Report of the Trustees

Financial year April 2020 – March 2021

Sponsorship

Our two silver sponsors, British Sugar TOPSOIL and Dragonfli, continued to provide sponsorship in 2020/21 providing much valued support to PlantNetwork, not least contributing to relevant webinars and providing website/newsletter material. They were joined by a gold supporter, Candide, who has been vital in supporting some of our online events, most notably participating in the Plant Records Meeting and Promoting Excellence in Horticulture Conference.

Finances

The COVID-19 pandemic has had a definite impact on the PlantNetwork finances, with reduced income from all sources including membership and events. While digital costs have gone up, costs for venue hire and catering were negligible but with the larger costs – staff salary and professional services – unchanged, strain has been placed on the financial situation of PlantNetwork.

Income from subscription amounted to £17,711, with total income (including conferences and job advertisements) rising to £41,583.

Total expenditure decreased as a result of events moving online but this increase was marginal as salary, pension etc. were still being paid due to the decision not to furlough. Expenditure was £41,164.

This generated a very small surplus of £419 which will be helpful in maintaining PlantNetwork operations into 2021/22 – expected to be another difficult year.

Total funds carried forward at year end March 2021 amounted to £65,842, which remain above the £30,000-£60,000 range of reserves sought by the Board.

Public Benefit of the Charity

This remains unchanged for PlantNetwork. The aims of PlantNetwork are for the public benefit, to both members and non-members alike. Supporting gardens and arboreta, and their staff, in managing, maintaining and developing their plant collections and publicising the value of horticulture to all, is a major benefit to the public. Public benefit operates through the provision of resources for education, conservation, biodiversity, and health and wellbeing. Without the existence of the network, this would be much more difficult to do. Membership is open to all, and access to the charity is not unfairly restricted by the membership charges, with many resources open to non-members through the website and non-members welcome to attend all PlantNetwork events. PlantNetwork, unlike other European Botanic Garden networks, maintains open access for membership and while aimed at professional horticulturists and the gardens they work in, also welcomes interested amateurs and individuals from allied professions. The low cost of personal membership (£15 to £40), which has been unchanged for a long time, has been made possible through the continued support of institutional members who now benefit from staff-wide membership of the network and more equitable membership categories. Charges for attending Forum groups or other day meetings are kept as low as possible to increase attendance and hence information exchange across gardens.

The PlantNetwork Board of Trustees continued to review PlantNetwork activities and communication. The Board consists of a small group of board members led by the Chairs. The aim of the review is to ensure that the charity continues to maximise public benefit, provide good value and varied training to members, and maintains a sustainable business plan. The review this year has been complicated by the COVID-19 pandemic: although activities and communication resulting from a reaction to the pandemic has resulted in greater accessibility of events by members and non-members, it has not yet been deemed necessary to evaluate the impact of this on the PlantNetwork business plan.

Annual Report of the Trustees
Financial year April 2020 – March 2021

Sustainability is a key factor in PlantNetwork operation and this year has seen a reduction in travel associated with PlantNetwork events as all have moved online. While digital platforms do have an environmental cost (servers require a vast amount of energy), this is more than offset by the reduced travel by the Coordinator, trustees and members/meeting participants. The PlantNetwork Sustainability Programme continues, offering a range of reports (e.g, on water use) and webinars focused on developing or adopting sustainable approaches in gardens.

The Board has complied with the duty in section 17(5) of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission

Statement of Trustees' Responsibilities

The Trustees are responsible for preparing the Annual Report and financial statements in accordance with applicable law and regulations.

Company law requires the Trustees to prepare financial statements for each financial year. Under that law the Trustees have elected to prepare the financial statements in accordance with the Financial Reporting Standard for Smaller Entities and applicable law (United Kingdom Generally Accepted Accounting Practice Applicable to Smaller Entities). Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the results of the charitable company for that year. In preparing these 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 the going concern basis unless it is inappropriate to presume that the company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report is prepared under the small company regime under the Companies Act 2006.

Signed:



Co- Chairperson : Ros Burnley and Stephen Herrington
Date: 14/7/2021

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF PLANTNETWORK

Independent examiner's report to the Trustees of PlantNetwork

I report to the charity trustees on my examination of the accounts of PlantNetwork (the company) for the year ended 31 March 2021 which are set out on pages 6 to 11.

Responsibilities and basis of report

As the charity's trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 (the '2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's report

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 Company as required by section 386 of the 2006 Act; or
- 2) the accounts do not accord with those accounting records; or
- 3) the accounts 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 accounts 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.

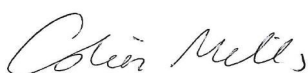
Name of examiner: Colin Mills

Name of firm: Critchleys Audit LLP

Relevant professional body: Institute of Chartered Accountants in England and Wales

Address: Beaver House, 23-38 Hythe Bridge Street, Oxford, OX1 2EP

Date: 19 July 2021



PLANTNETWORK

STATEMENT OF FINANCIAL ACTIVITIES
(including Income and Expenditure Account)
FOR THE YEAR ENDED 31 MARCH 2021

	Note	Restricted £	Unrestricted £	Total 2021 £	Total 2020 £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	3	-	377	377	583
Interest receivable		-	27	27	39
Charitable Activities	4	<u>-</u>	<u>41,179</u>	<u>41,179</u>	<u>53,625</u>
TOTAL INCOME AND ENDOWMENTS		<u>-</u>	<u>41,583</u>	<u>41,583</u>	<u>54,247</u>
EXPENDITURE ON					
Charitable Activities	5	<u>-</u>	<u>41,164</u>	<u>41,164</u>	<u>45,925</u>
TOTAL EXPENDITURE		<u>-</u>	<u>41,164</u>	<u>41,164</u>	<u>45,925</u>
Net income/(expenditure)		-	419	419	8,322
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>2,000</u>	<u>63,423</u>	<u>65,423</u>	<u>57,101</u>
Total funds carried forward		<u>2,000</u>	<u>63,482</u>	<u>65,842</u>	<u>65,423</u>

In 2020:

- All Income related to unrestricted funds.
- All Expenditure related to unrestricted funds.

PLANTNETWORK
Company Number: 3777793

BALANCE SHEET
AT 31 MARCH 2021

	Note	2021 £	2020 £
FIXED ASSETS –Tangible assets	6	263	525
CURRENT ASSETS			
Debtors	7	1,510	735
Cash at bank	8	<u>77,690</u>	<u>90,531</u>
Total		79,200	91,266
CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	9	<u>(13,621)</u>	<u>(26,368)</u>
NET CURRENT ASSETS		<u>65,579</u>	<u>64,898</u>
NET ASSETS		<u>65,842</u>	<u>65,423</u>
FUNDS			
Restricted	11	2,000	2,000
Unrestricted		<u>63,842</u>	<u>63,423</u>
		<u>65,842</u>	<u>65,423</u>

The directors consider that for the year ended 31 March 2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies. No member or members have deposited a notice requesting an audit for the current financial year under section 476 of the Act.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 and preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its surplus or deficit for the financial year in accordance with the requirements of sections 394 and 395, and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

The financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 2006 relating to small companies.

These financial statements were approved and authorised for issue by the Trustees on 14th July 2021.



Co- Chairperson : Ros Burnley and Stephen Herrington

PLANTNETWORK

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

1 CHARITY INFORMATION

PlantNetwork is a company limited by guarantee, registered in England. Its registered office is Beaver House, 23-38 Hythe Bridge Street, Oxford OX1 2EP. It is a public benefit entity.

2 ACCOUNTING POLICIES

In preparing the accounts the following accounting policies have been complied with:

a) Basis of accounting

The financial statements comply with the Companies Act 2006, FRS102, and the Statement of Recommended Practice: Accounting and Reporting by Charities (FRS 102)

b) Income

Donations are included on a receipts basis. Membership subscriptions are included in income in the year to which they relate, any amounts received for the following year are included in deferred income.

Income from conferences and similar items is included when the conference occurs.

c) Expenditure

Expenditure is included on an accruals basis and include irrecoverable VAT. Direct costs are included in the relevant charitable activity and support costs are those costs that are not direct to one activity.

d) Fund accounting

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donors or which have been raised by the charity for particular purposes. The aim and use of each restricted fund is set out in the notes to the financial statements. Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objects of the charity.

e) Depreciation

Depreciation is charged on a straight line basis over four years on fixed assets.

3 DONATIONS & LEGACIES

	2021	2020
	£	£
Sundry donations	<u>377</u>	<u>583</u>

4 INCOME FROM CHARITABLE ACTIVITIES

	2021	2020
	£	£
Subscriptions	17,711	19,121
Conferences	10,529	11,982
Workshops and forums	1,256	7,031
Sponsorship	4,840	2,180
Miscellaneous (ads & mailing)	<u>6,843</u>	<u>13,311</u>
	<u>41,179</u>	<u>53,625</u>

PLANTNETWORK

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021 (continued)**

**5 CHARITABLE ACTIVITIES – PROMOTING, TRAINING AND
NETWORKING FOR DOCUMENTED BOTANICAL COLLECTIONS**

	2021	2020
	£	£
Direct costs:		
Forum work groups and conferences	<u>6,448</u>	<u>8,934</u>
	6,448	8,934
Support costs (see below)	<u>34,716</u>	<u>36,991</u>
	<u>41,164</u>	<u>45,925</u>
Support costs can be further analysed as below:		
	2021	2020
	£	£
Salary	27,773	27,240
Pension contributions	1,776	1,700
Office and other costs	2,019	1,398
Travel, Liaison and meeting	185	3,555
Depreciation	262	262
Governance costs:		
Independent examiners' fees	1,500	1,426
Other fees to independent examiners/auditor	1,163	1,397
Other professional fees	<u>38</u>	<u>13</u>
	<u>34,716</u>	<u>36,991</u>

Staff costs are for one part time administrator/coordinator. No employee was paid in excess of £60,000. There was no remuneration paid to key management personnel.

PLANTNETWORK

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021 (CONTINUED)**

6 TANGIBLE ASSETS

Office Equipment

£

Cost:

At 1 April 2020

1,524

Additions

-

At 31 March 2021

1,524

Depreciation:

At 1 April 2020

999

Charge for the year

262

At 31 March 2021

1,261

Net book value

At 31 March 2021

263

At 31 March 2020

525

7 DEBTORS

2021

£

2020

£

Trade debtors

1,510

250

Prepayments

-

485

1,510

735

8 CASH AT BANK

2021

£

2020

£

Treasurers' account

15,222

17,695

Business investment account

15,824

15,796

CAF account

43,169

53,744

PayPal account

-

3,296

Stripe Account

3,475

-

77,690

90,531

9 CREDITORS

2021

£

2020

£

Trade creditors and accruals

3,050

2,238

Deferred income:

- Conference/forum income in advance

9

17,273

- Membership subscriptions

8,165

4,949

- Sponsorship income in advance

2,397

1,908

13,621

26,368

All income deferred above will be released to income in the following financial year.

PLANTNETWORK

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021 (CONTINUED)

10 TRUSTEES' REMUNERATION AND RELATED PARTY TRANSACTIONS

No Trustee received any remuneration in the year (2020: £NIL). No Trustees received any reimbursement of expenses in the year (2020: £NIL).

There were no related party transactions in either year.

11 RESTRICTED FUNDS

	Database project £	Total £
At 1 April 2019	2,000	2,000
Income	-	-
Expenditure	-	-
At 31 March 2020	2,000	2,000
Income	-	-
Expenditure	-	-
At 31 March 2021	<u>2,000</u>	<u>2,000</u>

The balance on the database project represents monies which will be spent on the project in future years.

12 ANALYSIS OF NET ASSETS BY FUNDS

	Unrestricted £	Restricted £	Total £
2021			
Fixed assets	263	-	263
Net current assets	<u>63,579</u>	<u>2,000</u>	<u>65,579</u>
	<u>63,842</u>	<u>2,000</u>	<u>65,842</u>
2020			
Fixed assets	525	-	525
Net current assets	<u>62,898</u>	<u>2,000</u>	<u>64,898</u>
	<u>63,423</u>	<u>2,000</u>	<u>65,423</u>