

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

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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	

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# PLANTNETWORK

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# PLANTNETWORK

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

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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

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### 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

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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:

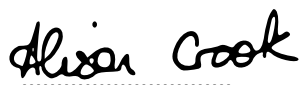
Chair (shared role)	Ros Burnley and Stephen Herrington (until 12 November 2024) Alison Crook (elected 12 November 2024)
Treasurer (shared role)	Phil Esseen, Piers Horry
Board Members	Rupert Wilson, Donald Murray, Sara Redstone, Natalie Chivers, Ann Steele, Alison Crook, Heather Birkett, Mark Brent, Darach 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*

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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**

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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						
<b>Income from:</b>							
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
<b>Total income</b>		<b>38,550</b>	<b>7,275</b>	<b>45,825</b>	<b>44,334</b>	<b>11,218</b>	<b>55,552</b>
<b>Expenditure on:</b>							
Charitable activities	6	60,793	3,382	64,175	44,429	5,901	50,330
<b>Total expenditure</b>		<b>60,793</b>	<b>3,382</b>	<b>64,175</b>	<b>44,429</b>	<b>5,901</b>	<b>50,330</b>
<b>Net income/(expenditure) and movement in funds</b>		<b>(22,243)</b>	<b>3,893</b>	<b>(18,350)</b>	<b>(95)</b>	<b>5,317</b>	<b>5,222</b>
<b>Reconciliation of funds:</b>							
Fund balances at 1 April 2023		74,544	29,308	103,852	74,639	23,991	98,630
<b>Fund balances at 31 March 2024</b>		<b>52,301</b>	<b>33,201</b>	<b>85,502</b>	<b>74,544</b>	<b>29,308</b>	<b>103,852</b>

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

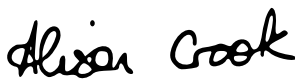
The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2024.

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

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### 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

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### 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 £
<b>Grants receivable</b>						
Erasmus	-	7,275	7,275	-	11,218	11,218
	-	7,275	7,275	-	11,218	11,218

### 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
	38,250	43,792

### 5 Income from investments

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Interest receivable	132	93

# PLANTNETWORK

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

### 6 Expenditure on charitable activities

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

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<b>8</b>	<b>Net movement in funds</b>	<b>2024</b>	<b>2023</b>
		<b>£</b>	<b>£</b>
	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:

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

#### Employment costs

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

### 13 Debtors

	2024 £	2023 £
<b>Amounts falling due within one year:</b>		
Trade debtors	875	1,375
	<hr/>	<hr/>

### 14 Creditors: amounts falling due within one year

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

### 15 Deferred income

	2024 £	2023 £
Arising from subscriptions and income in advance	4,506	8,490
	<hr/>	<hr/>

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 £
<b>Defined contribution schemes</b>		
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 £
<b>At 31 March 2024:</b>			
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 £
<b>At 31 March 2023:</b>			
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.