

THE FRIENDS OF OXFORD BOTANIC GARDEN & ARBORETUM
COMPANY LIMITED BY GUARANTEE
FINANCIAL STATEMENTS
29 FEBRUARY 2024



Registered Charity No. 1111939

Registered Company No: 05547805

**THE FRIENDS OF OXFORD BOTANIC GARDEN & ARBORETUM
COMPANY LIMITED BY GUARANTEE**

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**THE FRIENDS OF OXFORD BOTANIC GARDEN & ARBORETUM
COMPANY LIMITED BY GUARANTEE**

**DIRECTORS' ANNUAL REPORT
FOR THE YEAR ENDED 29 FEBRUARY 2024**

The Directors have pleasure in presenting their report and the unaudited financial statements of The Friends of Oxford Botanic Garden and Arboretum ('The Friends'), a company limited by guarantee and registered charity, for the year ended 29 February 2024

LEGAL AND ADMINISTRATIVE INFORMATION

Registered charity name: The Friends of Oxford Botanic Garden and Arboretum

Charity number: 1111939

Patron: His Royal Highness, King Charles III

President: Lord Patten of Barnes

Constitution: Memorandum and Articles of Association

Company registration number: 05547805

Registered and administrative office: Oxford Botanic Garden
Rose Lane
Oxford
OX1 4AZ

Telephone: 01865 286690

Email: friends.administrator@obg.ox.ac.uk

Web: www.botanic-garden.ox.ac.uk

Secretary: Professor Simon Hiscock

Accountants: Wenn Townsend, 30 St Giles', Oxford OX1 3LE

Bankers CAF Bank Ltd, West Malling, Kent
HSBC, Oxford

DIRECTORS

The Directors who served on the Board of the company during the year were as follows (note that changes to the Board were made at the AGM on July 6 2023 – see below):

Mrs Anna Nasmyth, Secretary (March 1 2023 – July 6 2023)

Professor Simon Hiscock, Acting Secretary (July 7 2023 – February 29 2024)

Sarah Taylor, Chair (March 1 2023 – July 6 2023)

Professor John Geddes, Acting Chair (July 7 2023 – February 29 2024)

Mrs Hemlata Bountra, Treasurer (March 1 2023 – July 6 2023)

Mr Marius Apetrei, Treasurer (July 7 2023 – February 29 2024)

Dr Rebecca Mather (March 1 2023 – July 6 2023)

Mrs Helen Potts (March 1 2023 – July 6 2023)

Mrs Seonaid Danziger (March 1 2023 – July 6 2023)

Ms Diana Naumann (March 1 2023 – July 6 2023)

The administrator to the Directors of The Friends of Oxford Botanic Garden & Harcourt Arboretum was Miss Grace Denton-Spalding (March 1 2023 - 31 October 2023) and Mr Christopher Shakespeare (from November 21 2023).

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COMPANY LIMITED BY GUARANTEE**

**DIRECTORS' ANNUAL REPORT (continued)
FOR THE YEAR ENDED 29 FEBRUARY 2024**

Details of the Directors of The Friends are set out below:

Marius Apetrei, appointed in July 2023, is since July 2023 responsible for financial administration as Treasurer. He is a Chartered Accountant and currently works as Divisional Financial Controller (UAS & GLAM) for the University of Oxford.

Hemlata Bountra, appointed in 2013, was responsible for financial administration as Treasurer for the period March 1 2023 – July 6 2024. She is a Chartered Accountant and currently works at St Hilda's College, Oxford. Before coming to Oxford, she had a similar role at Murray Edwards College in Cambridge. Previous finance roles included stints in the hospitality, e-commerce and manufacturing industry.

Seonaid Danziger, appointed in 2020, is a mathematician and keen photographer who moved from teaching maths, chemistry and computer science to working in IT for the NHS. She served for 20 years as a lay Magistrate on the Oxford bench with a specialist role in Youth Courts. When she retired from the bench, she was appointed a School Governor, and subsequently became a trustee of the Northern House Schools Academy Board. She was for many years editor of the Friends' e-bulletin. She has now taken on the role of managing the volunteers for the Friends, recruiting and organising and matching volunteers to roles for events.

John Geddes, appointed in July 2023 is currently serving as Acting Chairman. He is WA Handley Professor of Psychiatry and a former Head of the Department of Psychiatry, University of Oxford, where his research focuses on the development and evaluation of treatments for people with bipolar and mood disorders. He is Director of Research and Development for Oxford Health NHS Foundation Trust, for which he has senior budgetary responsibility, provides strategic direction and is accountable to both University and Trust. He is Chair of the Visitors to Oxford Botanic Garden and Arboretum.

Simon Hiscock, appointed in 2018, is Director of the Oxford Botanic Garden and Arboretum and since July 2023, has been serving as acting Company Secretary. Simon read Botany at Worcester College Oxford and gained his DPhil at Oxford in 1993. In 2000 he moved to the University of Bristol as a lecturer in Plant Sciences. He was subsequently promoted to Reader (2003) and Professor of Botany in 2007 and served as Director of the Bristol Botanic Garden from 2000-2015. He returned to Oxford in July 2015 to take up his current post and a Fellowship at Christ Church. Simon is a trustee and Scientific Secretary of the Linnean Society of London and a trustee of the New Phytologist Trust. He is Editor in Chief of Plants, People, Planet, an open-access interdisciplinary plant science journal.

Rebecca Mather, appointed in 2016, is responsible for membership recruitment. She has lived and worked in Oxford since 1971 where she trained as a doctor and was Consultant Psychiatrist for 23 years, retiring from clinical practice in 2013. She was Associate Dean at Oxford Deanery for Postgraduate Medical and Dental education until 2016 and is a Trustee for Rose Hill Junior Youth Club. She gardens in Oxford and Cornwall.

Anna Nasmyth, appointed in 2009, was Company Secretary until July 2023. After a career in publishing in the UK and USA, Anna moved with her family to Vienna and became involved in the Mendel Centre in Brno, Czech Republic, first as Project Manager and then as the Chief Executive Officer. The Mendel Centre established the Mendel Museum of Genetics in Brno and set up an annual lecture series, The Mendel Lectures. She is also a trustee of Mila.

Diana Nauman, appointed in 2021 has been actively involved in the Friends since 2014 as a member of the Garden Visits team. Diana trained as a drama teacher and spent her early career teaching in London. More recently she spent 15 years co-ordinating key University events.

Helen Potts, appointed in 2019, is responsible for the Bobarts' Patron group. She moved to Oxford in 2007 and has been a trustee of the Rose Hill Advice Centre and Chairman of the Friends of St Mary's, Iffley. She joined the Worshipful Company of Gardeners in 2014, taking Livery in 2015. As a Court Assistant, she sits on two committees: Communications & External Affairs and Election & Membership Affairs. She has opened her garden as part of Iffley Village's NGS day each year since 2009.

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**DIRECTORS' ANNUAL REPORT (continued)
FOR THE YEAR ENDED 29 FEBRUARY 2024**

Sarah Taylor, appointed in 2005, served as Chairman from 2017 – July 2023. She helps with activities for the Danby Group and is a member of the Visitors. She studied biochemistry at Oxford then worked as a fund manager for Phillips and Drew and Union Bank of Switzerland. She retired in 1991 to become a mother. Since 2000 she and her husband have restored the Tudor house at Rycote, near Thame, and have created a new garden there. Her other charity involvements include the League of Friends of Thame Community Hospital and Sylva Foundation, which she chairs, The Oxfordshire Victoria County History Trust and Oxford Lieder festival of which she is a trustee. She was High Sheriff of Oxfordshire 2016-2017.

Prior to the incorporation as a company limited by guarantee in August 2005, The Friends was a registered charity and its affairs were managed by a Council. Sarah Taylor (1997), Jennie Turner (1999), Mary Isaac (2000) and Richard Mayou (2002) were appointed to the Council of The Friends in the years shown.

AIMS

The aims of The Friends of Oxford Botanic Garden and Arboretum are to support and assist the work of the Oxford Botanic Garden and Arboretum (OBGA, sometimes 'The Garden'). OBGA/The Garden, part of Oxford University, has objectives which benefit both the University, the wider academic community, international plant conservation and the general public. These are to make the plant collections:

- a focus for research, teaching and collections-based scholarship within the University;
- a research resource for a wide range of external scholarly users, nationally and internationally;
- a facility for communication and interaction between the University and the public;
- an educational resource for schools and for tertiary educational institutions;
- a focus for plant conservation, both nationally and internationally in accordance the Garden's commitment to the Global Strategy for Plant Conservation;
- a catalyst for lifelong learning and cultural recreation in the immediate region, and for national and international visitors; and
- an active contributor to the cultural and economic development of the region.

The Garden was formed as a 'Physic Garden' in 1621 and is the oldest botanic garden in the UK. It has a long history of serving both the University and the public with its research, teaching, plant conservation, educational and recreational themes. The Arboretum at Nuneham Courtenay became part of Oxford Botanic Garden in 1963, hence the department is known as Oxford Botanic Garden and Arboretum (OBGA).

OBGA participates in a global strategy for plant conservation with other leading botanic gardens around the world, through a programme of propagation and distribution of rare plants. At the Arboretum, the woodlands and wild flower meadows are managed to ensure these habitats are conserved for future generations. Through its apprenticeship scheme OBGA makes a major contribution to the creation of the next generation of horticulturalists and arboriculturalists for the UK and overseas. In addition, both the Botanic Garden and the Arboretum provide recreational facilities for the public to enjoy throughout the year. During the year 2023/24 there were 231,774 visitors to the two facilities (2022/23: 204,403) – an increase of 27,371 (14%) and above pre-pandemic highs. Since February, visitor numbers have continued to increase at both the Garden and Arboretum.

The Directors (Trustees) have a duty to ensure that the charity's activities exist for the public benefit. They have considered Charity Commission guidance in section 17(5) of the 2011 Charities Act, and are satisfied that the performance and achievements of the charity during the year, as outlined below, are consistent with this duty.

**THE FRIENDS OF OXFORD BOTANIC GARDEN & ARBORETUM
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**DIRECTORS' ANNUAL REPORT (continued)
FOR THE YEAR ENDED 29 FEBRUARY 2024**

STRUCTURE, GOVERNANCE AND RISK MANAGEMENT

The Friends of the Oxford Botanic Garden and Arboretum is a registered charity and a company limited (by guarantee). The Friends are governed by a Memorandum and Articles of Association and managed by a Board of Directors. The Directors are charity trustees as defined by Section 177 of the Charities Act 2011.

The Directors are elected for three years by members of The Friends at the Annual General Meeting. A third of the Directors must retire each year, but may stand for re-election. Separately, the University of Oxford is entitled to appoint an additional Director for a three-year term of office. Since September 2018, this post is held by Professor Simon Hiscock; Director of the University of Oxford Botanic Garden and Arboretum. Under the Articles of Association, other Directors shall include the officers of The Friends, namely the Chairman (Professor John Geddes) and the Treasurer (Mr Marius Apetrei).

The Directors have the power to co-opt members during the year. Board meetings are held at least three times each year. Management of membership recruitment and publicity, special events and visits to private gardens is delegated to small groups of volunteers. During the year all the members of these small groups met three times with the Directors as the Forum of The Friends. An administrator who is a University employee supports The Friends on a full time or part time basis.

The accounts are examined each year by an independent firm of chartered accountants. The major risks to which the charity is exposed have been reviewed. The Directors are satisfied that procedures are in place to mitigate the risks so far as is possible.

ACHIEVEMENTS AND PERFORMANCE

It was a successful year for the Friends.

The Friends continue to provide financial and volunteer support to the Botanic Garden and Arboretum. They benefit from close relationships with OBGA staff and from enthusiastic help from many members.

Friends' funding has supported the installation of parkland rail fencing at the Arboretum and the ongoing restoration of the Serpentine Ride, as well as new plants and interpretation at the Botanic Garden.

There appeared to be a small decrease in membership from 3,218 to 2,946, which, following a thorough membership audit, appears to reflect past overcounting, because in previous years people were counted rather than memberships (i.e. one joint membership = two people). We are now rationalising the membership scheme with a view to increase numbers in line with other botanic gardens.

Programme and events

Friends of OBGA receive membership benefits unrivalled by other UK botanic gardens. Over the past years all of the normal activities, including events for the Friends and Patrons' groups, garden visits and fund-raising activities and events such as May Morning, an opera, and seasonal parties, as well as drinks receptions linked to botanical highlights (such as the night-flowering cactus) were well-supported by the members.

Administration

The database (RaisersEdge) installed in 2020 makes compliance with GDPR easier, gives flexibility in communication with and administration of members and allows the purchase of membership online; it also allows for booking garden visits online. However, it is not a database used by the other institutions in GLAM/the University so is not compatible with University systems. When the charity is merged with the University, the University's systems will be used to improve the operational efficiency for the Friends membership and allow simpler accounting processes.

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**DIRECTORS' ANNUAL REPORT (continued)
FOR THE YEAR ENDED 29 FEBRUARY 2024**

Fund-raising

The Friends raise funds from membership subscriptions, special events, visits to third party gardens, legacy donations and from occasional appeals for specific OBGA projects for which alternative funding is not available.

During 2019 the Friends launched an appeal to improve the paths at the Arboretum to make this more accessible for all. This appeal was launched to mark the 400th anniversary of the Botanic Garden, which was celebrated under pandemic restrictions in 2021 (including a visit from the Patron, HRH Prince Charles, now King Charles III) and celebrated fully in 2022. The appeal also supports the Garden and Arboretum's wider strategy for a visitor centre at the Arboretum. To date the appeal has raised £538,184 towards its target of £750,000. As well as asking Friends for donations, applications have been and are being made to grant making trusts for funds.

The Directors continue to make increasing subscription income a priority. Efforts to recruit at Garden events and to encourage Friends to introduce new members, either directly or by gift subscriptions, are being increased.

Visits to other gardens by members of The Friends and by the Bobarts Patrons' Group are very popular with many being fully booked and there is often a waiting list. May Morning and New College Opera are also well supported.

Grant making

Funds generated, net of costs, are transferred to OBGA to support the strategies and priorities of the Director the Board of Visitors. The exact purpose and timing of the transfer of funds is agreed between the Directors of The Friends and the OBGA Senior Team from time to time. Subscription income, net of administration costs, is allocated to minor projects and funding needs of the Botanic Garden and Arboretum. During the year 2023/2024, there were no new grants awarded to OBGA (2022/2023: £73,397), but awards made in previous years were still active and used to support collections development at the Botanic Garden and Arboretum and in support of education.

Volunteers

In addition to the considerable voluntary input to the work of The Friends, volunteers play an increasingly large role at both the Botanic Garden and Arboretum in gardening and other tasks.

Administration and Communication:

The Friends Charity has a very happy and fruitful working relationship with the Director of OBGA, Professor Simon Hiscock and has been pleased and excited to support the first stages of his ambitious plans for both the Botanic Garden and Arboretum. We are planning considerable support for numerous projects in the coming years. To help reduce costs, Friends are encouraged to pay by Direct Debit and to receive communications, including the Newsletters, by email rather than post. Over 82% of Friends now pay by Direct Debit and 86% have authorised communication by email, including the e-bulletin, and 29% have elected to receive the Newsletters by email. The Friends continue to benefit from the very considerable voluntary work of members of Forum and other Friends.

**THE FRIENDS OF OXFORD BOTANIC GARDEN & ARBORETUM
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**DIRECTORS' ANNUAL REPORT (continued)
FOR THE YEAR ENDED 29 FEBRUARY 2024**

Benefits to Friends:

Friends benefit from unlimited access to the Botanic Garden and Arboretum as well as the opportunity to join specially organised visits. Three high quality, 16-page A4 Newsletters are sent to the Friends each year, electronically and/or in hardcopy. Whilst these Newsletters are produced primarily for the Friends, they are also available to the public in hard copy at the Garden shop and through The Friends' website. Those Friends who have registered their email address with the Garden office receive e-bulletins three times a year between issues of the Newsletters. The Friends' website is part of the Garden website and continues to be enhanced. The Friends also have reciprocal visiting rights at certain other UK gardens. The monthly Coffee Mornings incorporating tours of the Garden or Arboretum led by OBGA staff are very popular and attract 60-80 people per session depending on the weather.

FINANCIAL REVIEW

Income:

Subscription income, excluding Gift Aid tax refunds, amounted to £122,386 (2023: £134,085). Revenue from garden visits and special events, excluding running costs, was £54,158 (2023: £50,330). Other income, including donations and claimable Gift Aid, totalled £28,702 (2023: £104,704). Additionally, investment income was £20,800 (2023: £2,813).

Expenditure:

Governance and communication costs were £66,182 (2023: £40,985) for the year. Material items include £39,789 relating to administrative support services provided by OBGA for the Friends, £9,240 legal fees to provide counsel on the merger between the Friends Charity and the University while £7,015 supported the IT functions and £8,258 to produce and circulate the Friends Newsletters to its members three times a year.

Cash:

The total cash held at 29 February 2024 was £849,067 (2023: £815,664) of which £300k continues to be ringfenced to fund the Arboretum Paths while a further £106k is expected to match-fund costs incurred by OBGA that is associated with various OBGA activities. As agreed, The Friends maintain a minimum of £30,000 under the reserves policy as set out in the next paragraph.

Reserves policy:

It is the policy of The Friends to maintain unrestricted general funds, which are the free reserves of the company, in excess of £30,000 at all times. The minimum level of these reserves should be available as accessible cash deposits. This allows The Friends to be able to respond immediately to requests by OBGA for grants in order that it may secure third party matching funds. This minimum level of unrestricted funds should also allow all commitments to be met in the unlikely event of The Friends ceasing to exist. Unrestricted funds were maintained above this level throughout the year.

FUTURE PLANS

It was agreed at the AGM on July 6th 2023 that it would be in the best interests of the Friends (and OBGA) for the Friends Charity to merge its operations with OBGA/The University of Oxford. It was considered that this move, in line with previous decisions taken by the Friends of the Ashmolean Museum and Bodleian Library, would improve the efficiency and effective operations of the Friends for the benefit of the membership and its core objectives in support of OBGA. At that meeting, then Directors: Sarah Taylor, Anna Nasmyth, Hemlata Bountra, Helen Potts, Rebecca Mather, Seonaid Danziger and Diana Naumann resigned and new University Directors Professor John Geddes and Marius Apetrei were elected to join Professor Simon Hiscock.

Since then, the new Directors have been overseeing the merger of the Friends into OBGA/The University of Oxford administrative framework. To this end, they have been taking legal advice on behalf of the Friends Charity from BDB Pitmans LLP to ensure that the merger proceeds in line with Charity Commission and Companies House rules and in the interests of the membership. At the same time OBGA/the University has been receiving legal advice from University Legal Services to ensure the merger proceeds in the interests of

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**DIRECTORS' ANNUAL REPORT (continued)
FOR THE YEAR ENDED 29 FEBRUARY 2024**

the University. Both legal teams have agreed on a process for the merger and the Directors are following this agreed process.

The Directors continue to be pleased with the fundraising campaign to raise £750k towards improvements to the paths (see above) at the Arboretum and former Director and Chair of the Board, Sarah Taylor, will continue to lead the campaign to its completion.

Vigorous efforts continue to be made to increase membership income. The realisation of present plans and a higher public profile will provide opportunities to increase membership and income. Directors are working very closely with OBGA staff on ideas to increase income from all sources and to give cost effective support to the evolving strategies for the Botanic Garden and Arboretum.

GOING CONCERN

The Directors are not aware of any reasons that the charitable company will not continue in its activities during the next 12 months albeit under the full administration of OBGA as part of the GLAM division of the University of Oxford (see above).

FRIENDS AND VOLUNTEERS

The Friends Charity depends upon the continuing financial generosity of its members. That support is valued and appreciated and allows The Friends to help the Garden to continue to develop for the benefit of the University and the general public. The Friends also relies on the time and effort given by its many voluntary helpers. The response to the request for new volunteers has been very positive and we are most grateful to those who have stepped forward. The Directors of The Friends and the OBGA management and staff are indebted to all those who give their time freely in support of the activities of The Friends.

STATEMENT OF DIRECTORS' RESPONSIBILITIES

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

Company law requires the Directors to prepare financial statements for each financial year. Under that law they have elected to prepare the financial statements in accordance with the Financial Reporting Standard for Smaller Entities and applicable law (UK Generally Accepted Accounting Practice applicable to Smaller Entities).

Under company law the Directors 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 company and of the profit or loss of the company for that period. In preparing these financial statements, the Directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgments 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 Directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and 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.

REPORTING ACCOUNTANTS

At the Annual General Meeting held on 6 July 2023 Wenn Townsend Audit LLP were appointed to act as reporting accountants for the accounts to 29 February 2024

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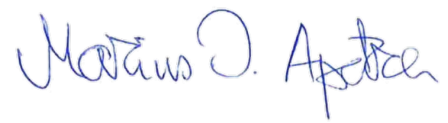
**DIRECTORS' ANNUAL REPORT (continued)
FOR THE YEAR ENDED 29 FEBRUARY 2024**

SMALL COMPANY PROVISIONS

This report has been prepared in accordance with the provisions applicable to companies subject to the small companies regime under the Companies Act 2006.

Registered office:
Oxford Botanic Garden and Arboretum
Rose Lane
Oxford
OX1 4AZ

Signed by order of the Directors



Marius Apetrei
Company Treasurer

Date: 24 September 2024

THE FRIENDS OF OXFORD BOTANIC GARDENS & ARBORETUM
INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF FRIENDS OF OXFORD BOTANICAL GARDEN & ARBORETUM

I report to the charity trustees on my examination of the accounts of the company for the year ended 28 February 2024 which are set out on pages 11 to 18.

Responsibilities and basis of report

As the charity 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 company'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 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 company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those 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.

A Rodzynski

Andrew Rodzynski ACA
Wenn Townsend
Institute of Chartered Accountants in England and Wales
30 St Giles
Oxford
OX1 3LE

24 September 2024

**THE FRIENDS OF OXFORD BOTANIC GARDEN & ARBORETUM
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STATEMENT OF FINANCIAL ACTIVITIES
For the year ended 29 February 2024

(including Income and Expenditure Account)

	Note	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
Income and endowments from:					
Donations and subscriptions	2	150,439	649	151,088	238,789
Charitable activities	4	31,185	22,973	54,158	50,330
Investment income	5	20,800	-	20,800	2,813
Total income		202,424	23,622	226,046	291,932
Expenditure on:					
Raising funds	6	(20,647)	(6,923)	(27,570)	(23,072)
Charitable activities	7	-	-	-	(73,397)
Other	8	(66,183)	-	(66,183)	(40,985)
Total		(86,830)	(6,923)	(93,753)	(137,454)
Net income / (expenditure) before transfers		115,595	16,699	132,293	154,478
Transfers between funds			-	-	-
Net income / (expenditure) for the period		115,595	16,699	132,293	154,478
Net movement in funds		115,595	16,699	132,293	154,478
Reconciliation of Funds					
Funds brought forward at 1 March 2023		168,007	141,166	309,173	154,695
Funds carried forward at 29 February 2024		283,602	157,865	441,466	309,173

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

**THE FRIENDS OF OXFORD BOTANIC GARDEN & ARBORETUM
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STATEMENT OF FINANCIAL POSITION
For the year ended 29 February 2024

	Notes	2024 £	2024 £	2023 £	2023 £
Current assets					
Debtors	10	56,883		35,533	
Cash at bank and in hand		<u>849,067</u>		<u>815,664</u>	
		905,950		851,197	
Liabilities					
Creditors: Amounts falling due within one year	11	<u>(435,209)</u>		<u>(513,265)</u>	
Net current assets			470,741		337,932
Total assets less current liabilities			470,741		337,932
Creditors: Amounts falling due after more than one year	12		(29,274)		(28,759)
Net assets			441,467		309,173
Total net assets			441,467		309,173
Funds:	13				
Restricted funds			157,865		141,166
Unrestricted funds			283,602		168,007
Total funds			441,467		309,173

For the financial year ended 29 February 2024, the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

The directors acknowledge the responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of the accounts.

These accounts 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 and authorised for issue on 24 September 2024 and are signed on their behalf by: Marius Apetrei, Company Treasurer

Marius D. Apetrei

The Friends of Oxford Botanic Gardens & Arboretum

Notes to the accounts

For the year ended 29 February 2024

1 Statement of Accounting Policies

Basis of accounting

The financial statements have been prepared in accordance with United Kingdom Accounting Standards, in particular 'FRS 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland' (FRS 102).

The Friends are a public benefit entity for the purposes of FRS 102 and a registered charity and have therefore also prepared the financial statements in accordance with 'The Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with FRS 102' (The Charity SORP (FRS 102)).

The financial statements have been prepared on a going concern basis and on the historical cost basis; the principal accounting policies adopted are set out below and have been applied consistently throughout the year.

Cash Flow Statement

The Trustees are exempt from producing a cash flow statement under section 7 of FRS 102.

Incoming resources

Incoming resources are included in the statement of financial activities when the charity is legally entitled to the income and the amount can be quantified within reasonable accuracy. No amounts are included in the financial statements for services donated by volunteers or donated facilities. Fees received for life membership are released in equal amounts to incoming resources over 20 years, commencing in the year of receipt of the subscription.

Other membership fees are recognised in the year of receipt. Income and expenditure related to fund raising activities are recognised in the year that the activity occurred.

Interest receivable for the year on bank deposits is based on accrued interest during the financial year. Tax refunds are included on the basis of the gift aid claim submitted to HMRC after the end of the year for which the accounts are being prepared.

Resources expended

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Fixed assets and depreciation

The Charity has no fixed assets.

Taxation

The Friends is a registered charity and is exempt from tax on income and gains. It is not registered for Value Added Tax (VAT).

Funds accounting

General funds are classed as unrestricted which are available for use at the discretion of the Directors in furtherance of the general objectives of the charity and have not been designated for other purposes. Designated funds comprise of unrestricted funds that have been set aside by the Directors for particular purposes. The aim and use of any designated fund is set out in the notes to the financial statements. Restricted funds are to be used in accordance with specific restrictions imposed by donors or have been raised by the charity for particular purposes.

The Friends of Oxford Botanic Gardens & Arboretum

Notes to the accounts (continued) For the year ended 29 February 2024

2 Income from donations and legacies

	Unrestricted 2024 £	Restricted 2024 £	Total 2024 £	Total 2023 £
Donations	4,404	649	5,053	75,827
Legacies	-	-	-	600
Membership subscriptions (excl gift aid)	122,386	-	122,386	134,085
Gift aid	23,649	-	23,649	28,277
	<u>150,439</u>	<u>649</u>	<u>151,088</u>	<u>238,789</u>

3 Membership

	Total 2024 number	Total 2023 number
Single	1,093	1,207
Joint	1,518	1,668
Single + 1	42	45
Bobart Single	38	39
Bobart Joint	44	46
Life Single	99	99
Life Joint	98	94
Danby Single	4	6
Danby Joint	10	14
	<u>2,946</u>	<u>3,218</u>

4 Charitable activities

	Unrestricted 2024 £	Restricted 2024 £	Total 2024 £	Total 2023 £
Visits to gardens	30,983	-	30,983	23,805
Concerts, opera	-	13,320	13,320	13,241
Other activities	202	9,653	9,855	13,284
	<u>31,185</u>	<u>22,973</u>	<u>54,158</u>	<u>50,330</u>

5 Income from investments

	Total 2024 £	Total 2023 £
Bank interest	20,800	2,813

The Friends of Oxford Botanic Gardens & Arboretum

Notes to the accounts (continued) For the year ended 29 February 2024

6 Raising funds

	Unrestricted 2024 £	Restricted 2024 £	Total 2024 £	Total 2023 £
Visits to gardens	16,908	-	16,908	13,903
Concerts, opera	-	5,618	5,618	5,211
Other activities	3,739	1,264	5,003	743
Plant sale	-	41	41	51
All about trees	-	-	-	2,879
Paths appeal	-	-	-	285
	<u>20,647</u>	<u>6,923</u>	<u>27,570</u>	<u>23,072</u>

7 Other expenditure

	Unrestricted 2024 £	Restricted 2024 £	Total 2024 £	Total 2023 £
Grants to Oxford Botanic Garden & Arboretum	-	-	-	73,397
	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>73,397</u>

**There were no new grants awarded to OBGA during the 2023/24 financial year.*

8 Other costs

	Unrestricted 2024 £	Restricted 2024 £	Total 2024 £	Total 2023 £
Newsletters	4,385	-	4,385	13,202
General postage	3	-	3	1,037
Printing and stationery	3,723	-	3,723	3,145
Software fees and IT support	7,015	-	7,015	7,344
Administration & other costs	49,177	-	49,177	14,697
Governance - independent examination fee	1,880	-	1,880	1,560
	<u>66,183</u>	<u>-</u>	<u>66,183</u>	<u>40,985</u>

9 Staff Costs

	2024 £	2023 £
Staff costs during the period were:		
Wages and salaries	-	-
Social security costs	-	-
Defined contribution pension costs	-	-
	<u>-</u>	<u>-</u>

The trustees neither received nor waived any remuneration during the year (2023: £0).

The Friends of Oxford Botanic Gardens & Arboretum

Notes to the accounts (continued) For the year ended 29 February 2024

10 Debtors

	2024 £	2023 £
Gift aid debtor	23,411	28,260
Other debtors	432	1,200
Other Prepayments and accrued income	33,040	6,073
	56,883	35,533

11 Creditors: amounts falling due within one year

	2024 £	2023 £
Grants payable	410,686	506,570
Accruals and deferred income	24,523	6,695
	435,209	513,265

12 Creditors: amounts falling due in greater than one year

	2024 £	2023 £
Life membership subscriptions	29,274	28,759
	29,274	28,759

13 Funds

	Balance at 1 March 2023 £	Income £	Expenditure £	Gains, losses and transfers £	Balance at 29-Feb 2024 £
Restricted funds					
Arboretum Paths	131,166	23,622	(6,923)		147,865
Rock garden	10,000				10,000
	141,166	23,622	(6,923)	-	157,865
Unrestricted funds					
Unrestricted funds	168,007	202,424	(86,830)		283,602
Transfer between funds	-			-	-
	168,007	202,424	(86,830)	-	283,602
Total funds	309,173	226,046	(93,753)	-	441,467

The Friends of Oxford Botanic Gardens & Arboretum

Notes to the accounts (continued) For the year ended 29 February 2024

Comparative funds

	Balance at 1 Mar 2022 £	Income £	Expenditure £	Gains, losses and transfers £	Balance at 28 Feb 2023 £
Restricted funds					
Arboretum Paths	19,996	82,760	(9,169)	37,579	131,166
Rock Garden	10,000	-	-	-	10,000
					-
	29,996	82,760	(9,169)	37,579	141,166
Unrestricted funds					
Unrestricted funds	124,699	209,172	(128,285)	(37,579)	168,007
					-
	124,699	209,172	(128,285)	(37,579)	168,007
Total funds	154,695	291,932	(137,454)	-	309,173

The Arboretum Paths fund includes specific donations received to support the work of the Arboretum.

None of the unrestricted funds have been designated for specific projects.

14 Analysis of net assets between funds

Fund balances at 29 February 2024 are represented by:

	Unrestricted funds £	Restricted funds £	Total funds £
Current assets	337,399	568,551	905,950
Current liabilities	(24,523)	(410,686)	(435,209)
Non-current liabilities	(29,274)	-	(29,274)
Total net assets	283,602	157,865	441,467

15 Capital commitments

The Charity has no capital commitments contracted for but not provided in the financial statements (2023: £nil).

16 Commitments under operating leases

The Charity has no lease payments due under non-cancellable operating leases (2023: £nil).

The Friends of Oxford Botanic Gardens & Arboretum

Notes to the accounts (continued) For the year ended 29 February 2024

17 Contingent liabilities

There are no contingent liabilities that require disclosure.

18 Members liability

Each member of the charitable company undertakes to contribute to the assets of the company in the event of it being wound up while he/she is a member, or within one year after he/she ceases to be a member, such amount as may be required, not exceeding £1 for the debts and liabilities contracted before he/she ceases to be a member.

19 Related party transactions

There are no related party transactions during the period (2023: £ nil).

The Charity received £0 donations from trustees during the year (2023: £45,000). No conditions were attached to these donations.