



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st January 2024

Period start date To 31st December 2024

Charity name: Plantation Garden Preservation Trust

Charity registration number: 1165433

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The restoration and preservation, for the public benefit, of the gardens at 4 Earlham Road, Norwich, known as the Plantation Garden
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<ol style="list-style-type: none">1. The Garden is open to the public 365 days a year2. Various events are staged, e.g. Events for children, Music concerts, Open-air theatre, Open-air film shows, Sessions to promote good health (e.g. yoga, Pilates). All events are open to the public.3. Restoration and preservation work in the year include: ongoing tree surgery, creating a bore hole, continuing work on stabilising steep banks & fencing
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees confirm that that they have had regard to the Charity Commission's guidance on Public Benefit (referring to the latest guidance FRS 102 1:18 published October 2019)

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	The trustees do not make grants.
Policy on social investment including program related investment	Para 1.38	

Contribution made by volunteers	Para 1.38	The Trustees pay for some hours of gardening assistance (particularly in relation to growing plants for use in the Garden and with heavy mowing), but otherwise all the routine work done in the Garden including the organisation and staging of events is carried out by volunteers. There is a group of about 25 helpers who meet weekly to do gardening and maintenance, and a wider group of up to a further 60 people who help at some stage during the year with events. Large projects which are beyond the capability of the group are completed by contractors selected by the Trustees.
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	The Trustees are able to report a successful year during which overall income was just over 18% higher than in 2023. Routine expenditure was similar to 2023 and was contained within agreed limits. The surplus of income over expenditure was fully spent on various projects, including repairs to buildings and walls, improved fencing and the construction of a new storage shed.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	As outlined above the trustees were able to complete significant repair work and improvements without drawing on reserves. Visitor numbers, as measured by takings from the honesty box, were at a record high. Volunteer numbers remained steady and events were well-attended. The Garden received wide publicity via its website, through social media, local and national press.
	Para 1.41	

Performance of fundraising activities against objectives set		
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	In the year the Charity spent about £50,383 on routine expenditure out of income from core activities of about £69,358. The surplus was spent almost entirely on repairs and special projects. The Charity held unrestricted funds of about £124,587 (£123,591) at the year end, little changed on the year.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The charity's reserve is set at £50,000 and this was not changed during the year. The main reason why the reserve is relatively high is that the Garden was created (in mid-19th century) on the site of extensive chalk workings, resulting in unstable ground. A subsidence in 2011 required remedial work costing over £11,000. More recent subsidence at the neighbouring property on the west side required the partial rebuilding of a large house and groundworks costing six figure sums.
Amount of reserves held	Para 1.22	£50,000
Reasons for holding zero reserves	Para 1.22	Not applicable
Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	The Trustees are anticipating that expenses will be significantly higher in 2025. They are confident that these will be covered by income from core activities, and although there might be less surplus money available for special projects, they have access to funds which are over and above their emergency reserves. At present the Trustees do not see any threat to the charity as a going concern.

Additional information (optional)

You may choose to include further statements where relevant about:

		The charity's main sources of funds are: 1. honesty box £42,443
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The charity's principal sources of funds (including any fundraising)	Para 1.47	2. sales of plants £1,350 3. membership subscriptions £10,200 4. Sunday tea sales £3,121 5. Talks & Tours £370 6. Photography & other hire of Garden £1,009 7. Profit from events £3,579 8. Bank interest £4,095 9. Entry fees for events £2,768
Investment policy and objectives including any social investment policy adopted	Para 1.46	The policy is to invest only in cash assets operated by companies or institutions regulated by the FCA. Short term deposits can be used for funds not required in the short term. It is considered that the Charity does not have sufficient assets to consider funds exposed to wider investment and currency risks.
A description of the principal risks facing the charity	Para 1.46	The principle risk facing the Charity relates to the nature of the site of the Garden as outlined above, against which the trustees have designated a large reserve. The trustees do not commit to expenditure unless funds are available and in a situation where anticipated income was not received, it would not be difficult to constrain expenditure to match.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed , royal charter)	Para 1.25	Constitution dated 17th March 2016
How is the charity constituted? (e.g. unincorporated association , CIO)	Para 1.25	Unincorporated CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees are selected and proposed by the trustees for the time being and voted on at the Annual General Meeting

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	New trustees are provided with a pack of documents including the Constitution, latest accounts and links to the guidance and training provided by the Charity Commission
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The charity's organisational structure and any wider network with which the charity works	Para 1.51	The Charity is managed by a Committee of a minimum of 3 and a maximum of 15 Trustees. The Charity is not part of a wider network.
Relationship with any related parties	Para 1.51	None
Other		

Reference and Administrative details

Charity name	Plantation Garden Preservation Trust
Other name the charity uses	PGPT
Registered charity number	1165433
Charity's principal address	The Garden is at 4 Earlham Road Norwich, NR2 3DB, but the Garden does not have a letter box. Address for communication is 9 Heigham Road Norwich NR2 3AT.

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Roger Connah	Chair		Trustees
2	James Malt	Treasurer		Trustees
3	Susan Bell			Trustees
4	Valerie Striker			Trustees
5	Ian Small	Membership Secretary		Trustees
6	Neil Blunt			Trustees
7	Mary Turner	Secretary		Trustees
8	Ruth Liss			Trustees
9	Penny Miller			Trustees
11				
12				
13				
14				
15				
16				

17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
The Official Custodian for Charities		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

Other optional information

Declarations

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

Signed on behalf of the charity’s trustees

Signature(s)		
Full name(s)	Roger Ambrose Brousson Connah	James Malt
Position (eg Secretary, Chair, etc)	Chair	Treasurer
Date	April 2025	

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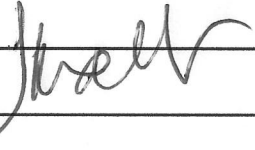
Other optional information

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Declarations

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Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Roger Ambrose Brousson Connah	James Malt
Position (eg Secretary, Chair, etc)	Chair	Treasurer

Date 09 April 2025

The Plantation Garden Preservation Trust

Profit and Loss Account for the Year to 31st December 2024

	Year to 31 st December 2024	Year to 31 st December 2023
Income:		
	£	£
Donations and Grants	290	386
General Income		
Bank Interest	4,095	375
Entry fees	2,768	2,645
Profit from Events (see note 1)	3,579	3,001
Photography fees & other hire of Garden	1,009	225
Honesty Box collections	42,443	36,387
Miscellaneous sales	133	64
Sales of Plants	1,356	1,002
Membership subscriptions	10,194	10,165
Profit on tea sales	3,121	3,557
Tours and Talks	370	841
Sundries		86
Total General Income	69,068	58,348
Total Income	69,358	58,734
Expenditure:		
Administration expenses		
Annual General Meeting	884	978
Insurance	968	894
Postage, telephone, printing, stationery (see note 2)	2,682	2,619
Subscriptions paid	113	113
Volunteers' expenses	733	604
Total administration expenses	5,380	5,208
Costs of running the Garden		
Cleaning		339
Electricity and water	1,969	2,007
Fertilizers and plant control	444	219
Garden facilities	3,362	3,057
Gardening	11,339	10,518
Purchase, maintenance and hire of equipment	2,019	1,769
Plants	3,039	3,151
Rubbish collection	1,424	1,207
Security	7,027	6,874
Technology costs	1,693	2,775
Tuesday Group expenses	242	302
Total costs of running the Garden	32,558	32,218
Promotional expenses		
Magazine	1,000	1,000
Merchandise bought & other publicity costs	676	1,070
Total promotional expenses	1,676	2,070
Repair work (see note 3)	10,769	
Special projects		
Other Projects for the year (see note 4)	18,192	18,351
Total of expenditure	68,575	57,847
Surplus (Deficit) for year	783	887

Plantation Garden Preservation Trust

Balance Sheet

As of December 31, 2024

	TOTAL	
	AS OF DEC 31, 2024	AS OF DEC 31, 2023 (PP)
Fixed Asset		
Total Fixed Asset		
Cash at bank and in hand		
Assets		
Bank of Scotland Current A/C	1,236.82	1,539.82
Barclays Bank Current Account	10,256.80	11,052.63
Barclays HLF Restricted Funds	0.00	0.00
CAF 60-day Notice Issue 6	0.00	0.00
Charity Bank Easy Access Account	69,776.46	71,000.00
Nationwide 18-month fixed deposit	41,823.03	40,000.00
Virgin Money Charity Deposit Ac	0.00	0.00
Total Assets	123,093.11	123,592.45
Restricted Funds (deleted)		
Stock	0.00	0.00
Total Restricted Funds (deleted)	0.00	0.00
Total Cash at bank and in hand	£123,093.11	£123,592.45
NET CURRENT ASSETS	£123,093.11	£123,592.45
Creditors: amounts falling due within one year		
Current Liabilities		
HLF Grant (Restricted Funds)	0.00	0.00
Sundry Creditors	0.00	0.00
VAT Control	0.00	0.00
Total Current Liabilities	£0.00	£0.00
Total Creditors: amounts falling due within one year	£0.00	£0.00
NET CURRENT ASSETS (LIABILITIES)	£123,093.11	£123,592.45
TOTAL ASSETS LESS CURRENT LIABILITIES	£123,093.11	£123,592.45
TOTAL NET ASSETS (LIABILITIES)	£123,093.11	£123,592.45
Charity funds		
Life Membership Fund	7,383.69	7,170.51
Opening Bal Equity	53,852.06	53,852.06
Retained Earnings	62,569.88	61,683.23
Surplus/(Deficit)	-712.52	886.65
Total Charity funds	£123,093.11	£123,592.45

Plantation Garden Preservation Trust

Notes to the Accounts for the year ended 31st December 2024

Note 1: Profit (Loss) from Events

Events	2024	2023
Music evenings	£125	£2,156
Winter Party	£154	£199
Cinema Shows	£3,300	£3,000
Kavolini Concert (invoice received late for 2022 event)		(£115)
Time Will Tell – shows for schools		(2,239)
	£3,579	£3,001

Note 2: Printing, copying, stationery, postage

	2024	2023
Printing, copying & stationery	£844	£983
Postage	£1,838	£1,636
	£2,682	£2,619

Note 3: Repair work

	2024	2023
Retaining wall	3,865	
Kitchen roof	2,093	
Masonry	1,110	
Electrical	498	
Balustrade, piers and repointing	3,203	
	£10,769	

Note 4: Other Projects for the year

	2024	2023
Security fencing	£9540	
Tree work	£720	£816
Storage shed replacement	£7,932	£1,338
The Trust's contribution to the repair of the main driveway from Earlam Road		£1,704
Bore hole		£14,493
	£18,192	£18,351

**Independent examiner's report to the trustees of The Plantation Garden
Preservation Trust**

I report to the trustees on my examination of the accounts of the Plantation Garden Preservation Trust ('the Trust') for the year ended 31 December 2024.

Responsibilities and basis of report

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

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

Independent examiner's statement

I have completed my examination. I confirm that no material 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 Trust as required by section 130 of the Act;
or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



M Dennis
Independent Examiner

Norwich

Date: 16 February 2025