



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01 st .	October	2020		30 th .	September	2021

Section A Reference and administration details

Charity name	Stephen Cox Garden Trust
Other names charity is known by	Mid-Wessex Garden Trust; Stephen Cox Trust
Registered charity number (if any)	1174239
Charity's principal address	84, Studley Lane, Studley, nr.Calne, Wiltshire Postcode SN11 9NH

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	Stephen Ben Cox	C.E.O./chair		
2	Colette Som			
3	Nicholas Self			
4	Iain Jessup			
5	Simon Kerstan			
6	Ryan Miller			
7	David Meier			
8				
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Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

Stephen Ben Cox

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	By majority approval of all Trustees via e-mail proposal from C.E.O./Founder.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

1. The Trust has a wide range of policies with regards to such matters as: Risk Assessment; Student Welfare; Health & Safety; Accidents; etc (14 documents in all). The student receives a written copy of all of these as part of our detailed Induction Programme prior to commencing any studies, training or volunteering with the Trust.
2. Four times a year (31Dec/31 Mar/30 June/30 Sept) the Trustees receive from the Founder Trustee/CEO a detailed Report on the activities of the Trust and also detailed Accounts (additional to Annual Accounts and lengthy detailed Annual Report).
3. Covid19: The Trustees and CEO kept in mind Government guidelines regarding teaching and visitors in all its activities. Measures were taken to cancel and/restrict these. All of our foreign volunteer educational placements were cancelled as from March 2020, and all our open days and other planned events/activities were cancelled. Some teaching re-commenced latter 2021as per Government guidelines The Trust has a policy of social distancing and face masks.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

- (i) To advance education in the subjects of horticulture and conservation in particular but not exclusively by providing study courses, training placements and workshops.
- (ii) Such charitable purposes for the public benefit as are exclusively charitable according to the laws of England and Wales as the trustees may from time to time determine.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Trustees kept in mind the Charity Commission's guidance on public benefit when planning our activities for the year. As a matter of course, reference was made to our agreed objectives to aid decision-making. The main activities undertaken for the public benefit were as follows:

1. Public information & guidance via its own three websites, its own YouTube channel, & Google website, and Google notices & news + FaceBook/LinkedIn/Xing/Instagram, & other professional networking media.
2. Provision of residential educational placements all year round for foreign students especially from the E.U.
3. Making available information sheets, guides etc on conservation, wildlife to the general public and to the local community.
4. Offering access to the library for local students; and post-graduate scholars.
5. University Student Manager conservation roles.
6. Offering the garden for relaxation visits by residents of nursing homes and retirement homes (under carer supervision).
7. Similarly group bookings by gardening clubs/women's institutes etc.
8. Offering training/study opportunities for young unemployed.
9. Offering the garden for supervised visits by pupils of local schools for projects/study.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

10. Residential Student Volunteers programme (mainly from the E.E.A) who contribute to the improvement of the garden thus increase its enjoyment for other students, visitors, as well as the disadvantaged, the elderly etc. They also interact with the local community. gain skills; improve their employability

Students on this programme come to the Trust for tuition/study holiday/language improvement/life and skills enhancement/work experience and were given free board and lodge. Each student stays for between 2 and 8 weeks.

11. Association with Wiltshire County Council Unit for young adults with learning difficulties: providing a resource for building skills & confidence under carer supervision.

Covid19: The Trustees and CEO kept in mind Government guidelines regarding teaching and visitors all its activities. Measures were taken to cancel and/restrict these all out foreign volunteer educational placements were cancelled as from March and all our open days and other planned events/activities were cancelled. Some teaching re-commenced latter 2021 as per Government guidelines The Trust has a policy of social distancing and face masks.

Summary of the main achievements of the charity during the year

1. E.U. STUDENT SUPPORT:

Ongoing mentoring/guidance given to some past residential student volunteers for their university studies etc in their home countries.

2. U.K. UNIVERSITIES

Links continued and were expanded (to now also include Oxford University) established and profile published with U.K. universities for student volunteering. These included:

University of Bath; Bristol University; Bath Spa University; and University of the West of England; Oxford University.

3. WOODLAND

Area underwent a major clearing and refurbishment with re-establishment of slate tower fountain, planting of Azaleas, and woodland plants, and preparations for a wild flower meadow area.

4. STUDENT GARDEN ROOM

A new building has been erected outside the rear of the kitchen (where the old open fronted arbour type shed used to be). It is 7' x 5' and has a desk, Wi-Fi, day-bed, bookshelves, window blinds, soft rubber flooring, easy chair, radio, ceiling light and desk light and fan.

It provides an entirely private room for the residential volunteer to study in since the bedroom does not offer much space for this.

5. PUBLIC INFORMATION & GUIDANCE

- (i) Conservation research articles by student managers
- (ii) On social media. And Websites.
- (iii) Provision/offer of guide sheets and reference on wildlife; animal habitats; conservation; organic gardening, pollinating planting.

6. GARDEN IMPROVEMENTS

Thematic improvement to landscaping of the garden:

- (i) Refurbishment of "the Beach" and also introduction of coastal planting.
- (ii) Extensive planting of collection of clematis, tubous begonia.
- (iii) Redesign of the entire frontal drive/patio areas.
- (iv) Expansion of Herbarium with an extra 30 herbs
- (v) Development of pond and new bridge.
- (vi) Redesign of the alpine garden

This enabled ongoing transformation of the garden and enhancing its unique sculptural and compositional character and vistas. Thereby also enhancing our ability to provide public benefit and educational opportunities/advancement of education and enhancing the experience of visitors and students.

7. GERMAN STUDENTS CONSERVATION MANAGERS

Consideration is being given to expand the student manager roles and opportunities to other countries (in the E.U.). Initially discussions are taking place with German students.

8. PROMOTION

- (i) Improvement of our 3 web-sites
- (ii) Launch of a new and better main Trust website (stephencoxgarden.webadaor.co.uk)
- (iii) 'Workaway' website profile.
- (iv) Various local directories.
- (v) Google listing & Google website
- (vi) YouTube Channel .
- (vii) LinkedIn
- (vii) Xing.
- (ix) FaceBook
- (x) Instagram

9. UNIVERSITY MANAGERS- HABITATS AND WILDLIFE

There are several categories each with various subjects. Each manager chooses a category and the m, proceed to write articles in that category. The appointments lasts for one academic year and is renewable.:

- (A) Species (12 subjects); (B) How to Make Animal Houses (5 subjects)
- (C) Soil (7 subjects). (D) Planting (5 subjects). (E) Water (5 subjects)
- (F) Feeding/Foraging Routes/Wildlife Corridors (6 subjects).
- (G) Conservation For Children (4 subjects)
- (H) Recycling/Renewables (8 subjects)
- (I) Wild Spaces & Habitats (5 subjects)
- (J) Wildlife & Organic Gardening (9 subjects)

Neither the categories nor the range of subjects are exhaustive and are always being expanded. Students retain copyright of their work but the Trust has full rights of archiving/publishing etc. Students managers are given accreditation for their work and testimonials/reports/feedback is provided

10. WILTSHIRE COUNCIL EDUCATION & SOCIAL SERVICES

Working with the Wiltshire Council Unit for your young adults with learning difficulties providing placements to enable them to gain work experience and improve skills and confidence. Recommended on 24th.July after Covid19 restrictions eased.

11. FOREIGN STUDENTS RESIDENTIAL PLACEMENTS

Residential placements were continued for foreign students to come to stay with us for study/language improvement/work and skills enhancement/life adventure etc. They came from France. And also return of a past student (Germany),

It has been of value to the local community, to international friendship and understanding. They also improved their English; completed their designated abroad placements required by their respective universities. They also often made their university applications whilst here.

12. UNIVERSITY MANAGERS CONSERVATION

There are several categories each with various subjects. Each manager chooses a category and the m, proceed to write articles in

that category. The appointments lasts for one academic year and is renewable.:

(A) Mitigation measures. (15 subjects) (B) Renewable energy advantages/impacts. (13 subjects)
 (C) Re-wilding. (10 subjects) (D) Landscape restoring/protection/wildlife enhancement. (17 subjects) (E) Threats to species. Extinction. Climate Change(13 subjects). (F) Individual species/threats/decline(15 subjects). (G) Damage to migration routes/breeding. (11 subjects) (H) Well being & nature. Housing etc (15 subjects). (I) Loss/damage of Habitats/special landscapes. (10 subjects) (J) Pollution (12 subjects).
 (K)Circular Economy. (7 subjects) (L) Landscape/Environment (15 subjects) (M) Landscape re-wilding (17 subjects) (N) Pollution Costs (11 subjects) (O) Oceans & Waterways (20 subjects) (P) Landscape & Economy Impacts (12 subjects)

Neither the categories nor the range of subjects are exhaustive and are always being expanded. Students retain copyright of their work but the Trust has full rights of archiving/publishing etc. Students managers are given accreditation for their work and testimonials/reports/feedback is provided

13. **LIBRARY:**

Modest expansion of the Library. Ongoing offer to local students for their studies, and to university and to post-graduate scholars for research.

14. **UNIVERSITY MEDIA MANAGERS:**

Another student managers post (this being the 3rd such managerial role) has been advertised with 5 UK universities. This is for managers to help with social media platforms, promotion, and internet. Each manager will take responsibility for one of the following:

- (i) Website design.
- (ii) YouTube channel.
- (iii) Social media profile & promotion : Instagram business account.
- (iv) Social media profile & promotion : LinkedIn business account.
- (v) Photography.
- (vi) Video about the garden. (vi). Video about the Trust.
- (vii) Video about our conservation projects.
- (viii) Podcasts.
- (ix) Webinars.
- (x) Foreign universities promo re volunteering/study holidays/college internships etc

15. **SPONSORS & DONORS & GRANTS**

Finances came from two sources this year:

- (i) Individual donations

Section D

Achievements and performance

- (ii) Parish Council Grant.
- (iii) Group Visit

16. **GRANT FROM CALNE WITHOUT PARISH COUNCIL**

£1570. 87. This grant being to cover costs for:
Rolls of sound insulation; sound panels; lining paper & paste; paint; floor covering; folding chairs & clip boards; white board & stand; wall shelves; repairs to verandah; repairs to roof; bitumastic covering to roof; floor paint to verandah. And also to prevent damage from damp to the book collection.

17. **REFURBISHMENT OF SUMMERHOUSE**

Following the grant by Calne Without Parish Council repairs and refurbishments have begun on this building to make it a more effective teaching area and also protect the book collection.

18. **PAST STUDENTS**: Residential volunteers from around Europe are staying in regular contact with the Founder and also write a quarterly report for the Trustees and Friends of the Trust about the progress of their University courses and life in general.

19. **NEW WEBSITE**: A brand new main website for the trust was built and published, since the previous host decided to start charging and no longer offer a free site. The new site is a vast improvement and also free. Offering lots of extra tools and features (e.g drop down menus) thus enabling a better experience for students, visitors, clients. The new main Trust site is now at:

<https://stephencoxgarden.webador.co.uk/>

(End of this section)

Section D ends.

Section E

Financial review

Brief statement of the charity's policy on reserves

A reserve fund (Savings Account) was created for emergencies. This stood at **£400.71**

Details of any funds materially in deficit

NONE

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The Trust currently seeks support/income from the following sources:

Grants.
Occasional plant sales.
Donations from businesses.
Small donations from individuals.
Donations via private group visits to the gardens

Section F Other optional information

(i) The Trust does not allow itself to run an overdraft or have loans or leases.

(ii) To enhance a strict financial discipline quarterly accounts are generated for Trustees and Advisers.

(iii) Strict records are maintained of all donations and receipts issued.

(iii) The Trust is registered with HMRC for Gift Aid, and has its own customised donation forms/receipts which are issued to donors.

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	<i>Stephen Ben Cox</i>	
Full name(s)	Stephen Ben Cox	
Position (eg Secretary, Chair, etc)	Chair/Founder/C.E.O.	
Date	11 October 2021	

Stephen Cox Garden Trust

(registered Charity #1174239)

ANNUAL ACCOUNTS

01st October 2020 to 30th September 2021

EXPENDITURE

SUBJECT	2019/2020	AMOUNT
Tools/equipment	£216. 25	£172. 28
Volunteers food	£148. 35	£100. 46
Volunteers Electricity	}--↓	}--↓
Volunteers Water	}£ 45	£14. 86
Garden paint & sealants etc	£99.08	£228. 43
Books	£2. 99	£6. 84
Compost/Fertilisers/Plant aids	£ ---	£28. 31
Postage	£--	£---
Printing	£--	£---
Telephone %	£---	£---
Internet %	£---	£---
Protective & promo clothing	£9. 99	£9. 99
Visits/research	£	£---
Insurance	£241. 57	£253. 79
Landscaping/Building/Restoring	£60. 47	£1905. 94
Travel	£---	£75
Repairs	£17.20	£169. 30
Subscriptions	£---	£---
Plants/Trees/Shrubs/Fruit	£62	£532. 08
Seeds	£74. 28	£---
Stationery/Office	£8. 85	£46. 31
Furniture/statues/clocks/fountain	£199. 69	£147. 89
Replacements	£ 76. 89	£276. 97
Mobile phone %	£---	£---
Workawayers heating oil	£40. 56	£---
TOTAL EXPENDITURE:	£1303. 17	£3968. 43

INCOME

SUBJECT	2019/2020	AMOUNT
Business sponsor/donations	£2171. 77	£---
Plant sales	£---	£----
Group visits	£----	£200
Grants	£---	£1570. 87
Sponsorship	£---	£----
Bequests	£---	£----
Loans	£---	£----
Refunds	£----	£2. 85
Private Viewing	£----	£---
Copyright fees for SBC	£94. 80	£46. 27
Just Giving platform	£----	£----
Gift Aid	£---	£---
Individual donations	£147. 78	£536. 10
Paypal Giving	£---	£---
Amazon Smile	£5	£5
TOTAL INCOME:	£2419. 35	£2361. 09

NOTES:

OTHER PURCHASES: Some Repairs (pond pumps etc); Seeds; Many plants; Stationery; Internet; Postage; Mobile phone; Business travel; Some paint; Cement & sand; Telephone; personally financed by Stephen Cox for the Trust (not shown here)

INSURANCE: This year monthly cost increased from £19. 50 to £20.32 incl. 'Mutual Benefit' discount.

FOREIGN RESIDENTIAL VOLUNTEERS (Workawayers) placements suspended from 14th.March due to Covid19 .

2022 SAFE PROJECTION to 01 July

Minimal expenditure/maintenance for half year 2022 of funds currently held at 30th.September 202 (being £629. 39p)
FUNDS ALREADY SPENT £101.05:(specialist plants18 x 6 grow on cuttings)
 Balance for all of 2022 := **£528.34p**

ESSENTIAL NEEDS (funds allotted):

1. Insurance (12 months) = £ 267. 47p
2. Residential volunteer (1 months) food £130. 71p
3. Volunteer electricity & water etc = £18
4. Paint brushes £10. 30p
5. Secateurs £ 6. 50p
6. Paint £62. 56p

TOTAL

£495. 54p

Credit 1st.July if no donations or visits=

Assuming NO expenditure for 6months **+£32. 80p**
 +Likely£9.61 month donation from a Trustee:£57.66 £90. 46 credit

(2022 ½ yr SHORTFALLS)

Expected minimum needs at/from 1st.July for maintenance (funds not yet available but no commitments yet made)

Volunteers food (4 months)	£ 522. 85p
Volunteers electricity & water =	£ 72
Replacement Turf supply only	£437
Footwear	£ 28
Portion of internet	£ 12. 80p
Pump & Filter	£ 420
Spring/early summer plants	£ 48. 97p
Paint :	£ 64.
Seeds	£ 30

Minimum likely shortfall: **£1635. 62p**

LIABILITIES & CREDITORS

None in current year

ASSETS & INVESTMENTS

1. Reserve fund: £400. 71p
2. Assets (less depreciation)
Chain saw/hedge trimmer:£99. 99; Statue £99;
Short hedge trimmer: £28. 99

CLOSING STATEMENT

	2019/20	2020/21
Opening balance:	£1329. 57	£2236. 75p
Income from all sources =	£2419. 35	£2361. 09p
	£3739. 92	£4597. 84p

Expenditure =	£1303. 17	£3968. 45p
<u>Sub-total/balance (A) =</u>	+ £1245. 06	<u>+£629. 39</u> (<u>current account closing balance</u>)

Reserve/savings account= opening balance	£400. 66p
interest for year=	£ 0. 05p
Monies owing =	£----
<u>Sub-total balance (B)</u>	£400. 71p

Liabilities/loans=	£ ----
Creditors =	£----
<u>Sub-Total (C) =</u>	£ ----

CREDIT (+) or DEFICIT (-) for the year

Total D (A+B - C) = **+£1030. 10** (incl.emergency reserve of £400. 71)

NOTES:

- (i) The Trust does not/will not run a Bank Overdraft.
- (ii) The Trust does not/will not have any Loans.
- (iii) The Trust does not/will not take on any Leases.
- (iv) The Trust does not/will not engage in any Share Dealing.
- (iv) The Trust does not/will not engage in any joint Financial Ventures with other parties.

Stephen Cox Garden Trust

Registered Address

84,Studley Lane, Studley, nr.Calne, Wiltshire, SN11 9NH. UK.

Registered Trustees

Stephen B. Cox; Iain Jessup; Simon Kerstan; David Meier; Ryan Miller; Nicholas Self; Colette Som;