

# ASSOCIATION OF FRIENDS OF BRISTOL UNIVERSITY BOTANIC GARDEN

England & Wales · Charity number 291159

## Details

---

**Other names** FRIENDS OF BRISTOL UNIVERSITY BOTANIC GARDEN

**Status** Registered

**Legal form** Other

**Registered** 1985-02-25

**Register** [View on the Charity Commission register](#)

## Contact

---

**Address** Botanic Garden  
Hollybush Lane  
Stoke Bishop  
Bristol  
BS9 1JB

**Phone** 01174282041

**Email** [botanic-gardens@bristol.ac.uk](mailto:botanic-gardens@bristol.ac.uk)

**Website** [www.bris.ac.uk/depts/botanicgardens](http://www.bris.ac.uk/depts/botanicgardens)

## Activities

---

**Objects:** TO ADVANCE PUBLIC EDUCATION IN AND TO PROMOTE RESEARCH INTO, BOTANY AND ITS RELATED SUBJECTS AND TO PUBLISH THE USEFUL RESULTS OF SUCH RESEARCH.

**Activities:** To support the work and development of the Botanic Garden and to stimulate interest through a variety of events and activities. Income generated by such events, and also from membership subscriptions, is used to invest in new projects in the garden, make a major contribution to its upkeep and support horticultural education through the funding of trainees in the garden.

## Classification

---

- **How:** Provides Other Finance, Provides Human Resources
- **What:** Education/training, Environment/conservation/heritage
- **Who:** Children/young People, The General Public/mankind

## Geography

- Bristol City
- North Somerset
- South Gloucestershire

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-12-31	£116,018	£81,429	-	-
2024-12-31	£186,437	£91,993	-	-
2023-12-31	£110,860	£113,543	-	-
2022-12-31	£85,778	£74,030	-	-
2021-12-31	£63,330	£63,371	-	-
2020-12-31	£50,208	£52,624	-	-

## Trustees

Name	Role	Appointed
<b>Lucy Davies</b>	Chair	2023-03-16
Christine Anne Radford		2023-03-16
Eva Louise BARRETT		2023-03-16
Ian KNIGHT		2024-03-25
Janet Newland		2022-03-17
Josephine Tarnowski		2025-03-19
Lydia Daniels		2026-03-19
Mrs J Martin		2016-03-10
PATRICIA MARGARET DAVIE		
Paul Mugford		2018-03-22
Robert Nicholas BRISTOW		2024-03-25

**ASSOCIATION OF FRIENDS OF BRISTOL UNIVERSITY BOTANIC GARDEN**

England & Wales - Charity number 291159

---

# Accounts

---



**Association of the Friends  
of the University of Bristol Botanic Garden  
Registered Charity Number 291159**

**ANNUAL REPORT 2025**

**Fiftieth Annual General Meeting  
Thursday 19 March 2026 at 7pm**

**AGENDA**

- 1 Welcome
- 2 Apologies
- 3 Minutes of AGM held 20 March 2025
- 4 Annual reports. To receive reports from:
  - i. Chairman
  - ii. Membership Secretary
  - iii. Treasurer
- 5 Annual accounts: to approve the financial statements
- 6 Committee elections.
  - a) To re-elect the following:  
Lucy Davies  
Eva Barrett  
Chris Radford
  - b) To elect the following:  
Lydia Daniels
- 7 Honorary Auditor: to approve the appointment of Edward Holcombe ACA
- 8 Any other business

# **Association of Friends of the University of Bristol Botanic Garden**

## **Minutes of the forty-ninth Annual General Meeting**

**Held at the Frank Lecture Theatre on Thursday 20 March 2025 at 7 pm**

### **1 Welcome**

The Chairman of the Friends, Lucy Davies, welcomed approximately 34 Friends in the theatre and 29 joining by Zoom. The Agenda, Chairman's Report, Membership Report, Trustee's Report and Financial Statement have been made available on the website and she hoped that all had been able to access it. The Chair, Treasurer and Membership Secretary will give a brief summary and answer any questions.

### **2 Apologies**

Apologies had been received from Jekka McVicar, Professor Jane Memmott and Nick Wray

### **3 Minutes of AGM held 20 March 2024**

The minutes of the 2024 AGM which had been agreed by the Committee shortly after the meeting were unanimously approved.

#### **4 (i) Chairman's Report**

See full report. To summarize, 2024 started on a high note with excellent talks including from the designers of the Guangzhou Garden, which was opened in May with attendance by the UoB Pro Vice-Chancellor Evelyn Welch and Deputy Lord Mayor of Bristol, Asher Craig.

We will be bidding farewell to Michaela Mottershaw, the Botanic Garden trainee soon. Support for the trainee is one of the important contributions made by the Friends. Her reflections can be read in the latest edition of the Newsletter. The Easter Sculpture Festival was excellent as was the Jazz evening with the Blue Notes and Bristol Ukles. The Bee and Pollination Festival went well including some excellent talks.

The accounts show a healthy surplus. The new membership system Membermojo has been launched in earnest. In the 50-20 anniversary year – 50 years since the establishment of the Friends and 20 years since the Garden moved to the Holmes - we are hoping for a spike in membership.

The Minutes of the 2024 Committee meetings show the strenuous efforts of the membership sub-committee.

The year was finished off in style with the Luke Jerram Tipping Point event, which turned the Garden from a peaceful green space to Dante's Inferno.

The Chair thanked the Committee, Nick Wray and the Garden Staff and visiting UoB Staff for their support. She also thanked the members of the Friends for their practical and financial support without which we could not operate. She has really enjoyed her first year as Chair and is looking forward to celebrating the anniversary events this year.

#### **4 (ii) Membership Report**

See full report submitted to Committee. Jose Tarnowski, the new Membership Secretary, gave a summary. She works very closely with Eva Barrett who has been a stalwart in moving membership to the Membermojo system.

During the year we attracted 646 new members and ended the year with 2,436 members including 51 life members and 42 Benefactor members. 2024 was a big year of transition to the new system. The move to

this new database was really vital. It is fully compliant with GDPR and much more straightforward for administrators and user friendly for members. The majority are able to update and renew details easily. The system went fully operational on 1 January and all members are now managed through Membermojo.

The key consideration was to make sure that it is inclusive – not everyone has e-mail or is able to go online. The system works for those who want online functionality but also for those who wish to use manual forms and pay by cheque or cash. The volunteers in the Welcome Lodge have received details of the new system which generally has gone well. Training has been offered for those who would find it helpful.

Lucy has been running monthly coffee 'catch up' sessions for members with queries and these have been useful.

Inevitably transition entails ongoing work. E-mail queries have been responded to on a daily basis. The sub-committee continues to meet to deal with any issues that arise.

We are very pleased with how it is going so far. It is hoped that the celebratory events and the Easter Festival will bring in new memberships and renewals.

Any member with a query is welcome to e-mail Membership.

The Membership Secretary invited questions. There were none.

#### **4 (iii) Treasurer's Report**

Paul Mugford gave the Treasurer's report, the full version of which has been posted onto the website. He highlighted key issues as follows and invited members to raise any questions.

In 2024 subscription income dropped slightly from £62,000 to £60,000. This is our core income. Benefactor income also dropped a little. There is always a turnover in membership and the post-Covid spike in membership is still having an effect when a lot of new members joined but did not renew. The Jazz Concert generated a profit of just over £3,000. Plant sales amounted to just over £5,000 driven by Chris Purvis and Chris Radford. Another £1,400 had been raised from the sale of hand-knitted fingerless gloves at the Tipping Point event.

The Friends received over £1,000 in fees paid for talks given by our volunteer visiting speakers.

We received two significant donations: £60,000 from the David Machin Will Trust with a nominal sum still due and £20,000 from the family of Alice Maltby who arranged for a Deed of Arrangement in her Estate to make this available to us. We will need to decide carefully how to utilize these funds.

Gift Aid amounted to £11,300. Interest on deposits made over £10,000. We have an account through CAF (the Charities Aid Foundation) which enables us to make deposits of our choice with a variety of banks much more easily.

Subscription income and Gift Aid amounted to 41% of our income, but 74% excluding the two large donations.

Expenditure-wise, the subvention is our major outlay. This is an agreed monthly payment to the Garden to use as it wishes. Last year this amounted to £43,500 and a further £27,000 supported the trainee. We ensure that we have reserves to enable the University to employ a trainee every 2 years.

Postage is the biggest single administrative cost. This has reduced from £14,500 to £9,500 because the Newsletter has been reduced from 4 times to 3 times a year. Non-recurring costs included 2 laptops for the new membership system which has enabled one database and GDPR compliance. We no longer need to hold members' bank details. One of the reasons for not using direct debits was because of increasing costs. We do pay small charges for the use of Sum-Up in the Lodge and Stripe for on-line payments. The effect of these changes will be seen next year.

We hold £62,500 in the Cecily Jones Fund but we are only able to use the income from this and not the capital.

The profit and loss account shows a brought forward balance of £155,000 from last year. We do not yet know how the large legacies will be spent, so the operating profit is shown as £14,500.

### **Questions:**

Lydia Daniels asked if Gift Aid would increase as a result of the new Membermojo system. There is provision for members to tick the GA box on the on-line application form so this should be easy. It will be a year of transition, and we will see the results next year.

Sue Hart asked how long it would be before the Newsletter goes digital. The Chairman replied that this had been a year where the focus was on bringing in the new membership system. The Newsletter will be revisited in the future. It is very important – not only for informing members but also as PR.

### **5 Approval of the Annual Accounts**

The accounts had been approved by the independent assessor Edward Holcombe. Members agreement was proposed by Jean Martin, seconded by Jinx Newley and unanimously approved.

The Chairman thanked Edward Holcombe for his work on the accounts.

### **6 Committee Elections**

Committee members retire by rotation every 3 years. Patricia Davie and Janet Newland are willing to stand again. They were proposed by Jean Martin and seconded by Lucy Davies. Re-elected unanimously.

Robert Bristow, Ian Knight and Jose Tarnowski, who had been co-opted to the Committee during the last year are willing to stand for election. They were proposed by Janet Newland and seconded by Pat Davie. Elected unanimously.

### **7 Honorary Auditor**

The re-appointment of Edward Holcombe ACA as Independent Examiner of the accounts was proposed by Eva Barrett and seconded by Rebecca Tregarthen. Approved unanimously.

### **8 AOB**

There was none.

The Chairman expressed her thanks and to all those who attended the meeting which closed at 7.25. It was followed by 'Killer Plants' a fascinating lecture from wildlife film maker Steve Nicholls looking at the world of carnivorous plants.

## REPORT FROM THE CHAIR

In January 2025 the forest fires in California reminded us all of the fragility and volatility of global weather patterns around the world. We had the 50th anniversary of the formation of the Friends to distract us from this as well as reflecting with the Garden team on the 20 years since they had moved to the Stoke Bishop site. We were also primed for action with our new membership management system, Membermojo, as it started in earnest in January. Friends offered help at the Welcome Lodge as well as a listening ear at our monthly Coffee Catch Ups. I would particularly like to thank the membership sub-committee, ably led by Jose Tarnowski, and the administrative team at the Garden for all their help as we successfully switched to this new system over the course of the year.

The year got off to an elegant start with a "Tea with Jekka" event in the Garden. A select group of Friends were treated to a tour of the European Herb Garden by our president Jekka McVicar followed by botanical herb teas served in the sun in bone china teapots. The spirals of steam in the spring sunshine was an image I wished I could capture for you all - but it didn't show up on the photo! I would like to thank Jekka for her continued support for all that the Friends do in their charitable work, most notably her interview in the Bristol Life magazine in the Spring where she told the story of the Friends. I would also like to thank Pat Davie for running the Events committee who oversaw our anniversary activities, the highlight of which for me was the publication of Froggie's book for children, based on her newsletter articles over many years. We also had a visit from the Vice Chancellor, Evelyn Welch, who came to thank all volunteers for their efforts and mark the two important anniversaries from the perspective of the University of Bristol. There are still a few anniversary celebrations to come before the end of the anniversary year in June so watch out in the enews!

We were delighted with the success of the Easter Art and Sculpture Festival. I would like to thank Tony West and Lydia Daniels who co-ordinated the whole event with the skilful support of Andy Winfield. Despite the mixed weather, we welcomed a pleasing number of visitors, and we were able to operate our new Membership system mainly using QR codes which seemed to run very smoothly. The plant sale was once again a roaring success and many thanks to Chris Purvis and her team. The volunteer guides were on hand to give new and familiar faces tours of the Garden, and many were eager to see the emerging growth at the new Guangzhou Garden. Thanks are due to one of our most experienced and knowledgeable guides, Ann Brake, as she has stood down from her evening talks to various charitable and voluntary groups, and to Roger Mellors who continues this valuable outreach. I was delighted to present our guide coordinator Jane Perkins with Life membership to thank her for her tireless organisation of the guides this year, and for many years past, and liaising so well with the Friends whenever our paths crossed.

The lectures throughout this year have been consistently entertaining and informative and thanks are due once again to Sally Meadows for her wizardry in finding such great speakers. We are also delighted that Ian Knight and Rob Bristow are able to provide high level technical support for the talks and lectures. Although we are very pleased with the numbers attending by Zoom, we do hope more members will feel able to join us in person as there is a great atmosphere in real life!

The Friends have continued their regular contribution to the running of the garden. We have completed our support of the trainee Michaela Mottershaw and have started the process with Joseph Roberts. The accounts for the year to December 2025 showed a healthy surplus. We therefore start the year in a steady position. We have donated money for a pleasing number of garden initiatives as is our remit and look forward to expanding what we can do if possible.

Of course, we were sad to hear of the end of the running of the Royal Horticultural Society courses after so many successful years. We wait to see how we can help the Garden and its staff as they explore other directions.

We receive many positive comments from members about the high standard of our newsletters. The editorial team of Pat Davie and Jean Martin ensures that the standard is consistently high and educational. Thanks are also due to David Myring for his creative input to the layout of the newsletter. Roderick Macleod has for many years distributed the enews and coped magnificently with some administrative changes that the use of Membermojo prompted. We could not do it without him and many thanks are due. We are confident that the streamlined digital setup we have in place now will save volunteer time in the long run.

On the corporate side I would like to thank Almondsbury Garden Centre, Rolls Royce, World Odyssey and Butcombe Brewery who have continued their support of the Friends. We are sorry that Cleeve Nursery has now closed and thank them for their many years of support. The committee is hoping to expand this area of operations, and a new subcommittee has been formed to explore options.

The Jazz Concert was another success this year with the perennial band the Blue Notes with Hannah Wedlock. This is a major fundraising event which takes many hours of careful organisation. Many thanks are due to Roger Mellors and Pat Davie for their continued dedication and we welcome Lydia Daniels who has stepped forward to help with the organisation of this popular event.

In August 2025 the Bee and Pollination Festival was also another success. Janet Newland was the mastermind of the whole thing, working in close collaboration with Nick, Andy and the Garden staff, so thanks to all. The lectures and demonstrations which run as a part of this festival were a particular highlight for me with many excellent and thought-provoking topics and speakers.

We ended our year in robust health. I would like to thank all my fellow Committee members for their continued support and am delighted that Lydia is standing and both Chris and Eva have agreed to stand again. We are also welcoming Charmaine Hawkins as a co-opted member.

Finally, my thanks to the Curator, Nick Wray, and all the Garden staff who are always so supportive of the Friends' activities.

**Lucy Davies**

## **MEMBERSHIP REPORT**

### **INTRODUCTION : HOW HAS THE YEAR GONE?**

2025 was the first full year with the Membermojo online membership system in operation as the system went fully operational on 1st January 2025. All members, both new joiners and those renewing, are now managed through Membermojo although the system has been deployed to be inclusive and works for members who wish to join or renew or update their details online, and also those who prefer to use the time-honoured manual options. There is still the option to pay by cheque or cash although we see that diminishing over the next few years. The system has more than proved its worth. It now requires significantly less volunteer administration input to manage the membership and deal with queries sent in by Friends. The system has proved itself to be resilient, cohesive, easy to use and interrogate. It is also fully compliant with data and privacy regulations (GDPR).

The regular e-news newsletters are an opportunity to highlight any membership-related issues to the Friends, and in addition Lucy Davies as Chair has continued the monthly 'coffee catch-up' sessions which are an open invitation for Friends to ask questions about the new membership system, or indeed anything else. There were a handful of queries at the early catch-up sessions but in latter months none have been raised, which suggests that as far as the Friends are concerned the Membermojo system has bedded in well. The most frequent query encountered in the early days was that the member wished to have a paper card rather than using the electronic membership card issued by Membermojo. The system now advises members that they can request a paper membership card at the Welcome Lodge where the volunteer enters the relevant expiry date.

The team of volunteers at the Welcome Lodge have really stepped up to the plate in terms of issuing the paper membership cards and also dealing with new joiners and renewals presenting at the Lodge, whether these are processed online via the Membermojo QR code in the Lodge, or by the time-honoured system of completing a paper form which is passed to the Membership Secretary for entering into Membermojo. For the sake of clarity and consistency the paper forms for new members/renewals were tweaked include a clearer set of tick box actions for the Welcome Lodge volunteer to complete.

Members who have no email address on their Membermojo membership record have to be contacted about renewal by letter. The number of such members is now just 39 so this is not an onerous task.

A further change enacted during the year was the outsourcing of the process of printing and posting the three newsletters sent out to members through the year. In the past the Friends have relied on the sterling support of Mike Austin to organise the process of getting the newsletters sent out by courier service after volunteers had spent a few hours 'stuffing' the newsletters into the franked envelopes. However with the demise of the local courier service which had been used the decision was taken to outsource the whole process of printing and posting the Newsletters and this worked very well for the winter newsletter mailing in November.

The background image for the electronic membership cards held in Membermojo has been revised for the start of the new year 2026. This will take be done at the start of each year.

## **THE NUMBERS**

### **New members joining**

In the full year 2025 we attracted 533 new households, 837 new members in total, considerably higher than the previous years 2024 and 2023. It's noticeable that the monthly figures for new joiners through the summer months were higher than in 2024 and the excellent summer weather will undoubtedly have played a part in this.

In addition, the opportunity of events celebrating the two major anniversaries in 2025 (50 years of the Friends and 20 years since the move to The Holmes) presented opportunities to promote the Garden and the Friends as an important and positive aspect of life in Bristol.

The two regular major Garden events, the Easter Sculpture Festival at Easter (April 2025) and the Bee and Pollination Festival (August 2025), are opportunities to attract new members. This year's events attracted new members at a similar level to the previous year. Inevitably attendance at these events is dependent on the weather that particular weekend.

### **Total membership numbers**

At the end of 2025 we had 1,535 memberships, 2,337 individual members in total, compared to slightly higher figures of 1,598 and 2,436 at the end of 2024. These figures take into account the 'churn' of membership through the year as, despite high numbers of new members joining during the past year, inevitably a number of existing members choose not to renew their membership. As reported last year some 760 members who previously paid by annual Direct Debit, plus 60 who have traditionally had Standing Orders set up, are no longer able to pay by these methods and need to proactively renew their membership via Membermojo once they receive the communication inviting them to renew. An extensive programme of communications was undertaken to advise these members of the change as part of the implementation of Membermojo.

In an attempt to understand the 'churn' phenomenon an exercise was undertaken to analyse Membermojo numbers in terms of the net gain or loss of members each month throughout 2025. The figures indicate a net loss of only 91 individual members over the course of the year.

### **Benefactors and life members**

During the year we were pleased to offer honorary Life Memberships to Jekka McVicar and Jane Perkins in recognition of the support they have given to the Garden. We have a total of 44 Life memberships and 25 Benefactor memberships. We have seen a slight decline in the number of Benefactor memberships over the past couple of years.

## **LOOKING FORWARD TO THE YEAR AHEAD**

Now that a robust and future proof membership system is in place, attention can be given to maximising all opportunities to promote the Garden and the Friends to ensure the Garden remains a vibrant well-attended jewel in Bristol's crown, an important and positive aspect of the life of the city.

**Jose Tarnowski**

**Membership Secretary**

**January 2026**

## TRUSTEES' REPORT

### The Association of Friends of the University of Bristol Botanic Garden

Hollybush Lane, Stoke Bishop, Bristol BS9 1JB

Charity No. 291159

### Report of The Trustees for the year ended 31st December 2025

#### Constitution

The objects of the Association are to advance public education in, and to promote research into, Botany and its related subjects and to publish useful results of such research. In pursuance of these objectives the Association supports the work and further development of the University of Bristol Botanic Garden.

The Botanic Garden is unique in the West Country and the plant collections have been chosen to provide teaching and research resources for the University. Its mission to educate, communicate and conserve has also established a valuable amenity for local schools and a cultural attraction for the public.

#### Committee

Management of the Association is vested in a Committee (the Trustees) and its powers and duties are set out in the Constitution, including the procedures for appointment, nomination and election. Regular meetings of the Committee provide opportunity to apply risk management criteria in the assessment of the viability of potential fund-raising initiatives, whilst being dutifully aware of its charitable objectives.

The following members served the Committee during the year:

Lucy Davies	Chair	Patricia Davie	Vice Chair
Paul Mugford	Treasurer	Chris Radford	Secretary
Josephine Tarnowski	Membership	Jean Martin	
Eva Barrett		Janet Newland	
Rebecca Tregarthen		Robert Bristow	
Ian Knight			

Nicholas Wray, Curator of the Garden, and other volunteers as appropriate may attend Committee meetings in an *ex officio* capacity.

Important aspects of the Committee's role are to encourage new members of the Association and to stimulate interest in the Garden through a variety of events and activities. Income generated by such initiatives, and from members' subscriptions and donations, after meeting expenses, is used to support the maintenance and development of the Garden. The Committee acknowledges the support of those members who have become involved directly in Friends activities and 'hands-on' work in the Garden.

#### Accounting system

Our accounting system is a simple cash book approach that is acceptable to the Charities Commission and reflects the straightforward financial activity of the Association. This means that we record income and expenditure when it happens whilst taking care to note any significant items due (not paid or received) for the current year.

## **Income**

During the year membership subscriptions dropped to £57,841 (£60,433) as has Benefactor member subscriptions £3,750 (£4,800). Whilst there is always some movement this may have been slightly increased due to the move away from Direct Debits to an invitation to renew.

Plant sales amounted to £5,157 once again driven by Chris Purvis and Chris Radford. Our volunteer speakers who visit groups, generated £340. The Jazz event generated a further £2,899.

A residual legacy of £5,564 was received from the Machin Will Trust with a further £2,964 from individual Donations. Gift Aid generated £23,877 (Note: for two years 2023 and 2024). The Education and Training Fund, set up in 2014 to enable the Garden to employ trainee horticulturalists, continues to benefit from Benefactor subscriptions, Corporate and Life Memberships.

Interest on deposits was £11,744 (£10,461).

Subscription Income (Subscriptions plus Gift Aid) £86,718 accounts forms some 74% of the Associations total income of £116,018.

## **Use of funds**

We continue to support the work of the Garden and during 2025 this included a regular maintenance and development payment amounting to £44,860 (£43,574) plus Trainee support at £13,375 (£27,052). The reduction was due to delay in appointing a new trainee placement.

Our most significant recurring operating cost, apart from the above, remains stationery, printing and postage at £9,758 (£9,658).

Bank and card charges have benefitted from our move to the MemberMojo membership system.

## **Reserves**

Having set aside the Cecily Jones Trust Fund -of £62,565 (as custodians we can only use the interest) and the Education and Training Fund (ETF) at a nominal £62,000 (£56,000) we currently hold £160,238 (£131,639) in the general fund. This includes the two substantial legacies received in 2024 (£80,000) that we continue to hold for more significant projects.

The ETF underpins our undertaking to support further rolling Trainee costs over 2 years.

## **Investments**

All funds are held with either Lloyds Bank or Flagstone and, nominally, with Barclays Bank.

Our move to the Charity Aid Foundations (CAF) Charity Deposit Platform (CDP) and operated through Flagstone enables us to access a range of fixed term deposits.

## **Insurance**

The Association's activities are covered by a Public / Employers' Liability Insurance Policy under the Affiliated Societies Insurance Scheme operated by the Royal Horticultural Society.

**Independent examiner**                      Ed Holcombe A.C.A

**By order of the Trustees**                      **February 2026.**

**The Association of Friends of the University of Bristol Botanic Garden  
Registered Charity No 291159**

**Income and Expenditure account for the year ended 31 December 2025**

	2025 £		2024 £
<b>INCOME</b>		<b>INCOME</b>	
Membership Subscriptions	57841		60433
Benefactor Membership	3750		4800
Corporate Membership	1250		500
Donations	2964		4879
Legacies	5564		82000
Social Events - Jazz concert	2899		4332
Gloves and Christmas wreath			1441
Plant sales	5157		5114
Book Sales	168		41
Gift Aid (2023 and 24)	23877		11371
Interest received	11744		10461
Visiting Speakers	340		1065
Lectures	78		
Sundry receipts / petty cash (rounding)	386		
	<u>116018</u>		<u>186437</u>
<b>EXPENDITURE</b>		<b>EXPENDITURE</b>	
Garden support and development	44860		43574
Education & Training and other Support	9750		4000
Garden Support - Trainee	13375		27052
Social Events -Jazz Concert			1128
Lectures	1147		899
Term Deposits Management Fee (CAF/Flagstone)			156
BACS Bureau			1944
Card Charges (Sumup / Stripe)	987		402
Entertaining			638
Equipment			1028
Insurance & affiliation	147		145
Stationery & Printing	4683		4621
Postage	5075		5037
Service charges/ subscriptions	1023		758
Sundry (Software)	105		95
Miscellaneous	277		516
	<u>81429</u>		<u>91993</u>
<b>Surplus/(-) for the Year</b>	<u><u>34589</u></u>	<b>Surplus/(-) for the Year</b>	<u><u>94444</u></u>
<b>BALANCE SHEET as at 31st December</b>		<b>BALANCE SHEET as at 31st December</b>	
<b>Net Assets</b>		<b>Net Assets</b>	
Barclays Bank C/A	4604		4209
Lloyds Bank C/A	(2,542)		3710
Lloyds Business Savings	12366		8191
Petty cash	173		56
Restricted: CAF Charity Deposit Platform / Flagstone	270201		234048
	<u>284802</u>		<u>250214</u>
<b>Profit &amp; Loss Account</b>			
Brought forward	250214		155770
Major donations (Legacies)			80000
Net profit /loss (-)	34589		14444
<b>TOTAL FUNDS</b>	<u><u>284803</u></u>		<u><u>250214</u></u>

Approved on behalf of the Committee

**P Mugford (Honorary Treasurer) January 2026**

**Independent Examiner - Ed Holcombe ACA**



**Association of the Friends  
of the University of Bristol Botanic Garden  
Registered Charity Number 291159**

**ANNUAL REPORT 2025**

**Fiftieth Annual General Meeting  
Thursday 19 March 2026 at 7pm**

**AGENDA**

- 1 Welcome
- 2 Apologies
- 3 Minutes of AGM held 20 March 2025
- 4 Annual reports. To receive reports from:
  - i. Chairman
  - ii. Membership Secretary
  - iii. Treasurer
- 5 Annual accounts: to approve the financial statements
- 6 Committee elections.
  - a) To re-elect the following:  
Lucy Davies  
Eva Barrett  
Chris Radford
  - b) To elect the following:  
Lydia Daniels
- 7 Honorary Auditor: to approve the appointment of Edward Holcombe ACA
- 8 Any other business

# **Association of Friends of the University of Bristol Botanic Garden**

## **Minutes of the forty-ninth Annual General Meeting**

**Held at the Frank Lecture Theatre on Thursday 20 March 2025 at 7 pm**

### **1 Welcome**

The Chairman of the Friends, Lucy Davies, welcomed approximately 34 Friends in the theatre and 29 joining by Zoom. The Agenda, Chairman's Report, Membership Report, Trustee's Report and Financial Statement have been made available on the website and she hoped that all had been able to access it. The Chair, Treasurer and Membership Secretary will give a brief summary and answer any questions.

### **2 Apologies**

Apologies had been received from Jekka McVicar, Professor Jane Memmott and Nick Wray

### **3 Minutes of AGM held 20 March 2024**

The minutes of the 2024 AGM which had been agreed by the Committee shortly after the meeting were unanimously approved.

#### **4 (i) Chairman's Report**

See full report. To summarize, 2024 started on a high note with excellent talks including from the designers of the Guangzhou Garden, which was opened in May with attendance by the UoB Pro Vice-Chancellor Evelyn Welch and Deputy Lord Mayor of Bristol, Asher Craig.

We will be bidding farewell to Michaela Mottershaw, the Botanic Garden trainee soon. Support for the trainee is one of the important contributions made by the Friends. Her reflections can be read in the latest edition of the Newsletter. The Easter Sculpture Festival was excellent as was the Jazz evening with the Blue Notes and Bristol Ukles. The Bee and Pollination Festival went well including some excellent talks.

The accounts show a healthy surplus. The new membership system Membermojo has been launched in earnest. In the 50-20 anniversary year – 50 years since the establishment of the Friends and 20 years since the Garden moved to the Holmes - we are hoping for a spike in membership.

The Minutes of the 2024 Committee meetings show the strenuous efforts of the membership sub-committee.

The year was finished off in style with the Luke Jerram Tipping Point event, which turned the Garden from a peaceful green space to Dante's Inferno.

The Chair thanked the Committee, Nick Wray and the Garden Staff and visiting UoB Staff for their support. She also thanked the members of the Friends for their practical and financial support without which we could not operate. She has really enjoyed her first year as Chair and is looking forward to celebrating the anniversary events this year.

#### **4 (ii) Membership Report**

See full report submitted to Committee. Jose Tarnowski, the new Membership Secretary, gave a summary. She works very closely with Eva Barrett who has been a stalwart in moving membership to the Membermojo system.

During the year we attracted 646 new members and ended the year with 2,436 members including 51 life members and 42 Benefactor members. 2024 was a big year of transition to the new system. The move to

this new database was really vital. It is fully compliant with GDPR and much more straightforward for administrators and user friendly for members. The majority are able to update and renew details easily. The system went fully operational on 1 January and all members are now managed through Membermojo.

The key consideration was to make sure that it is inclusive – not everyone has e-mail or is able to go online. The system works for those who want online functionality but also for those who wish to use manual forms and pay by cheque or cash. The volunteers in the Welcome Lodge have received details of the new system which generally has gone well. Training has been offered for those who would find it helpful.

Lucy has been running monthly coffee 'catch up' sessions for members with queries and these have been useful.

Inevitably transition entails ongoing work. E-mail queries have been responded to on a daily basis. The sub-committee continues to meet to deal with any issues that arise.

We are very pleased with how it is going so far. It is hoped that the celebratory events and the Easter Festival will bring in new memberships and renewals.

Any member with a query is welcome to e-mail Membership.

The Membership Secretary invited questions. There were none.

#### **4 (iii) Treasurer's Report**

Paul Mugford gave the Treasurer's report, the full version of which has been posted onto the website. He highlighted key issues as follows and invited members to raise any questions.

In 2024 subscription income dropped slightly from £62,000 to £60,000. This is our core income. Benefactor income also dropped a little. There is always a turnover in membership and the post-Covid spike in membership is still having an effect when a lot of new members joined but did not renew. The Jazz Concert generated a profit of just over £3,000. Plant sales amounted to just over £5,000 driven by Chris Purvis and Chris Radford. Another £1,400 had been raised from the sale of hand-knitted fingerless gloves at the Tipping Point event.

The Friends received over £1,000 in fees paid for talks given by our volunteer visiting speakers.

We received two significant donations: £60,000 from the David Machin Will Trust with a nominal sum still due and £20,000 from the family of Alice Maltby who arranged for a Deed of Arrangement in her Estate to make this available to us. We will need to decide carefully how to utilize these funds.

Gift Aid amounted to £11,300. Interest on deposits made over £10,000. We have an account through CAF (the Charities Aid Foundation) which enables us to make deposits of our choice with a variety of banks much more easily.

Subscription income and Gift Aid amounted to 41% of our income, but 74% excluding the two large donations.

Expenditure-wise, the subvention is our major outlay. This is an agreed monthly payment to the Garden to use as it wishes. Last year this amounted to £43,500 and a further £27,000 supported the trainee. We ensure that we have reserves to enable the University to employ a trainee every 2 years.

Postage is the biggest single administrative cost. This has reduced from £14,500 to £9,500 because the Newsletter has been reduced from 4 times to 3 times a year. Non-recurring costs included 2 laptops for the new membership system which has enabled one database and GDPR compliance. We no longer need to hold members' bank details. One of the reasons for not using direct debits was because of increasing costs. We do pay small charges for the use of Sum-Up in the Lodge and Stripe for on-line payments. The effect of these changes will be seen next year.

We hold £62,500 in the Cecily Jones Fund but we are only able to use the income from this and not the capital.

The profit and loss account shows a brought forward balance of £155,000 from last year. We do not yet know how the large legacies will be spent, so the operating profit is shown as £14,500.

### **Questions:**

Lydia Daniels asked if Gift Aid would increase as a result of the new Membermojo system. There is provision for members to tick the GA box on the on-line application form so this should be easy. It will be a year of transition, and we will see the results next year.

Sue Hart asked how long it would be before the Newsletter goes digital. The Chairman replied that this had been a year where the focus was on bringing in the new membership system. The Newsletter will be revisited in the future. It is very important – not only for informing members but also as PR.

### **5 Approval of the Annual Accounts**

The accounts had been approved by the independent assessor Edward Holcombe. Members agreement was proposed by Jean Martin, seconded by Jinx Newley and unanimously approved.

The Chairman thanked Edward Holcombe for his work on the accounts.

### **6 Committee Elections**

Committee members retire by rotation every 3 years. Patricia Davie and Janet Newland are willing to stand again. They were proposed by Jean Martin and seconded by Lucy Davies. Re-elected unanimously.

Robert Bristow, Ian Knight and Jose Tarnowski, who had been co-opted to the Committee during the last year are willing to stand for election. They were proposed by Janet Newland and seconded by Pat Davie. Elected unanimously.

### **7 Honorary Auditor**

The re-appointment of Edward Holcombe ACA as Independent Examiner of the accounts was proposed by Eva Barrett and seconded by Rebecca Tregarthen. Approved unanimously.

### **8 AOB**

There was none.

The Chairman expressed her thanks and to all those who attended the meeting which closed at 7.25. It was followed by 'Killer Plants' a fascinating lecture from wildlife film maker Steve Nicholls looking at the world of carnivorous plants.

## REPORT FROM THE CHAIR

In January 2025 the forest fires in California reminded us all of the fragility and volatility of global weather patterns around the world. We had the 50th anniversary of the formation of the Friends to distract us from this as well as reflecting with the Garden team on the 20 years since they had moved to the Stoke Bishop site. We were also primed for action with our new membership management system, Membermojo, as it started in earnest in January. Friends offered help at the Welcome Lodge as well as a listening ear at our monthly Coffee Catch Ups. I would particularly like to thank the membership sub-committee, ably led by Jose Tarnowski, and the administrative team at the Garden for all their help as we successfully switched to this new system over the course of the year.

The year got off to an elegant start with a "Tea with Jekka" event in the Garden. A select group of Friends were treated to a tour of the European Herb Garden by our president Jekka McVicar followed by botanical herb teas served in the sun in bone china teapots. The spirals of steam in the spring sunshine was an image I wished I could capture for you all - but it didn't show up on the photo! I would like to thank Jekka for her continued support for all that the Friends do in their charitable work, most notably her interview in the Bristol Life magazine in the Spring where she told the story of the Friends. I would also like to thank Pat Davie for running the Events committee who oversaw our anniversary activities, the highlight of which for me was the publication of Froggie's book for children, based on her newsletter articles over many years. We also had a visit from the Vice Chancellor, Evelyn Welch, who came to thank all volunteers for their efforts and mark the two important anniversaries from the perspective of the University of Bristol. There are still a few anniversary celebrations to come before the end of the anniversary year in June so watch out in the enews!

We were delighted with the success of the Easter Art and Sculpture Festival. I would like to thank Tony West and Lydia Daniels who co-ordinated the whole event with the skilful support of Andy Winfield. Despite the mixed weather, we welcomed a pleasing number of visitors, and we were able to operate our new Membership system mainly using QR codes which seemed to run very smoothly. The plant sale was once again a roaring success and many thanks to Chris Purvis and her team. The volunteer guides were on hand to give new and familiar faces tours of the Garden, and many were eager to see the emerging growth at the new Guangzhou Garden. Thanks are due to one of our most experienced and knowledgeable guides, Ann Brake, as she has stood down from her evening talks to various charitable and voluntary groups, and to Roger Mellors who continues this valuable outreach. I was delighted to present our guide coordinator Jane Perkins with Life membership to thank her for her tireless organisation of the guides this year, and for many years past, and liaising so well with the Friends whenever our paths crossed.

The lectures throughout this year have been consistently entertaining and informative and thanks are due once again to Sally Meadows for her wizardry in finding such great speakers. We are also delighted that Ian Knight and Rob Bristow are able to provide high level technical support for the talks and lectures. Although we are very pleased with the numbers attending by Zoom, we do hope more members will feel able to join us in person as there is a great atmosphere in real life!

The Friends have continued their regular contribution to the running of the garden. We have completed our support of the trainee Michaela Mottershaw and have started the process with Joseph Roberts. The accounts for the year to December 2025 showed a healthy surplus. We therefore start the year in a steady position. We have donated money for a pleasing number of garden initiatives as is our remit and look forward to expanding what we can do if possible.

Of course, we were sad to hear of the end of the running of the Royal Horticultural Society courses after so many successful years. We wait to see how we can help the Garden and its staff as they explore other directions.

We receive many positive comments from members about the high standard of our newsletters. The editorial team of Pat Davie and Jean Martin ensures that the standard is consistently high and educational. Thanks are also due to David Myring for his creative input to the layout of the newsletter. Roderick Macleod has for many years distributed the enews and coped magnificently with some administrative changes that the use of Membermojo prompted. We could not do it without him and many thanks are due. We are confident that the streamlined digital setup we have in place now will save volunteer time in the long run.

On the corporate side I would like to thank Almondsbury Garden Centre, Rolls Royce, World Odyssey and Butcombe Brewery who have continued their support of the Friends. We are sorry that Cleeve Nursery has now closed and thank them for their many years of support. The committee is hoping to expand this area of operations, and a new subcommittee has been formed to explore options.

The Jazz Concert was another success this year with the perennial band the Blue Notes with Hannah Wedlock. This is a major fundraising event which takes many hours of careful organisation. Many thanks are due to Roger Mellors and Pat Davie for their continued dedication and we welcome Lydia Daniels who has stepped forward to help with the organisation of this popular event.

In August 2025 the Bee and Pollination Festival was also another success. Janet Newland was the mastermind of the whole thing, working in close collaboration with Nick, Andy and the Garden staff, so thanks to all. The lectures and demonstrations which run as a part of this festival were a particular highlight for me with many excellent and thought-provoking topics and speakers.

We ended our year in robust health. I would like to thank all my fellow Committee members for their continued support and am delighted that Lydia is standing and both Chris and Eva have agreed to stand again. We are also welcoming Charmaine Hawkins as a co-opted member.

Finally, my thanks to the Curator, Nick Wray, and all the Garden staff who are always so supportive of the Friends' activities.

**Lucy Davies**

## **MEMBERSHIP REPORT**

### **INTRODUCTION : HOW HAS THE YEAR GONE?**

2025 was the first full year with the Membermojo online membership system in operation as the system went fully operational on 1st January 2025. All members, both new joiners and those renewing, are now managed through Membermojo although the system has been deployed to be inclusive and works for members who wish to join or renew or update their details online, and also those who prefer to use the time-honoured manual options. There is still the option to pay by cheque or cash although we see that diminishing over the next few years. The system has more than proved its worth. It now requires significantly less volunteer administration input to manage the membership and deal with queries sent in by Friends. The system has proved itself to be resilient, cohesive, easy to use and interrogate. It is also fully compliant with data and privacy regulations (GDPR).

The regular e-news newsletters are an opportunity to highlight any membership-related issues to the Friends, and in addition Lucy Davies as Chair has continued the monthly 'coffee catch-up' sessions which are an open invitation for Friends to ask questions about the new membership system, or indeed anything else. There were a handful of queries at the early catch-up sessions but in latter months none have been raised, which suggests that as far as the Friends are concerned the Membermojo system has bedded in well. The most frequent query encountered in the early days was that the member wished to have a paper card rather than using the electronic membership card issued by Membermojo. The system now advises members that they can request a paper membership card at the Welcome Lodge where the volunteer enters the relevant expiry date.

The team of volunteers at the Welcome Lodge have really stepped up to the plate in terms of issuing the paper membership cards and also dealing with new joiners and renewals presenting at the Lodge, whether these are processed online via the Membermojo QR code in the Lodge, or by the time-honoured system of completing a paper form which is passed to the Membership Secretary for entering into Membermojo. For the sake of clarity and consistency the paper forms for new members/renewals were tweaked include a clearer set of tick box actions for the Welcome Lodge volunteer to complete.

Members who have no email address on their Membermojo membership record have to be contacted about renewal by letter. The number of such members is now just 39 so this is not an onerous task.

A further change enacted during the year was the outsourcing of the process of printing and posting the three newsletters sent out to members through the year. In the past the Friends have relied on the sterling support of Mike Austin to organise the process of getting the newsletters sent out by courier service after volunteers had spent a few hours 'stuffing' the newsletters into the franked envelopes. However with the demise of the local courier service which had been used the decision was taken to outsource the whole process of printing and posting the Newsletters and this worked very well for the winter newsletter mailing in November.

The background image for the electronic membership cards held in Membermojo has been revised for the start of the new year 2026. This will take be done at the start of each year.

## **THE NUMBERS**

### **New members joining**

In the full year 2025 we attracted 533 new households, 837 new members in total, considerably higher than the previous years 2024 and 2023. It's noticeable that the monthly figures for new joiners through the summer months were higher than in 2024 and the excellent summer weather will undoubtedly have played a part in this.

In addition, the opportunity of events celebrating the two major anniversaries in 2025 (50 years of the Friends and 20 years since the move to The Holmes) presented opportunities to promote the Garden and the Friends as an important and positive aspect of life in Bristol.

The two regular major Garden events, the Easter Sculpture Festival at Easter (April 2025) and the Bee and Pollination Festival (August 2025), are opportunities to attract new members. This year's events attracted new members at a similar level to the previous year. Inevitably attendance at these events is dependent on the weather that particular weekend.

### **Total membership numbers**

At the end of 2025 we had 1,535 memberships, 2,337 individual members in total, compared to slightly higher figures of 1,598 and 2,436 at the end of 2024. These figures take into account the 'churn' of membership through the year as, despite high numbers of new members joining during the past year, inevitably a number of existing members choose not to renew their membership. As reported last year some 760 members who previously paid by annual Direct Debit, plus 60 who have traditionally had Standing Orders set up, are no longer able to pay by these methods and need to proactively renew their membership via Membermojo once they receive the communication inviting them to renew. An extensive programme of communications was undertaken to advise these members of the change as part of the implementation of Membermojo.

In an attempt to understand the 'churn' phenomenon an exercise was undertaken to analyse Membermojo numbers in terms of the net gain or loss of members each month throughout 2025. The figures indicate a net loss of only 91 individual members over the course of the year.

### **Benefactors and life members**

During the year we were pleased to offer honorary Life Memberships to Jekka McVicar and Jane Perkins in recognition of the support they have given to the Garden. We have a total of 44 Life memberships and 25 Benefactor memberships. We have seen a slight decline in the number of Benefactor memberships over the past couple of years.

## **LOOKING FORWARD TO THE YEAR AHEAD**

Now that a robust and future proof membership system is in place, attention can be given to maximising all opportunities to promote the Garden and the Friends to ensure the Garden remains a vibrant well-attended jewel in Bristol's crown, an important and positive aspect of the life of the city.

**Jose Tarnowski**

**Membership Secretary**

**January 2026**

## TRUSTEES' REPORT

### The Association of Friends of the University of Bristol Botanic Garden

Hollybush Lane, Stoke Bishop, Bristol BS9 1JB

Charity No. 291159

### Report of The Trustees for the year ended 31st December 2025

#### Constitution

The objects of the Association are to advance public education in, and to promote research into, Botany and its related subjects and to publish useful results of such research. In pursuance of these objectives the Association supports the work and further development of the University of Bristol Botanic Garden.

The Botanic Garden is unique in the West Country and the plant collections have been chosen to provide teaching and research resources for the University. Its mission to educate, communicate and conserve has also established a valuable amenity for local schools and a cultural attraction for the public.

#### Committee

Management of the Association is vested in a Committee (the Trustees) and its powers and duties are set out in the Constitution, including the procedures for appointment, nomination and election. Regular meetings of the Committee provide opportunity to apply risk management criteria in the assessment of the viability of potential fund-raising initiatives, whilst being dutifully aware of its charitable objectives.

The following members served the Committee during the year:

Lucy Davies	Chair	Patricia Davie	Vice Chair
Paul Mugford	Treasurer	Chris Radford	Secretary
Josephine Tarnowski	Membership	Jean Martin	
Eva Barrett		Janet Newland	
Rebecca Tregarthen		Robert Bristow	
Ian Knight			

Nicholas Wray, Curator of the Garden, and other volunteers as appropriate may attend Committee meetings in an *ex officio* capacity.

Important aspects of the Committee's role are to encourage new members of the Association and to stimulate interest in the Garden through a variety of events and activities. Income generated by such initiatives, and from members' subscriptions and donations, after meeting expenses, is used to support the maintenance and development of the Garden. The Committee acknowledges the support of those members who have become involved directly in Friends activities and 'hands-on' work in the Garden.

#### Accounting system

Our accounting system is a simple cash book approach that is acceptable to the Charities Commission and reflects the straightforward financial activity of the Association. This means that we record income and expenditure when it happens whilst taking care to note any significant items due (not paid or received) for the current year.

## **Income**

During the year membership subscriptions dropped to £57,841 (£60,433) as has Benefactor member subscriptions £3,750 (£4,800). Whilst there is always some movement this may have been slightly increased due to the move away from Direct Debits to an invitation to renew.

Plant sales amounted to £5,157 once again driven by Chris Purvis and Chris Radford. Our volunteer speakers who visit groups, generated £340. The Jazz event generated a further £2,899.

A residual legacy of £5,564 was received from the Machin Will Trust with a further £2,964 from individual Donations. Gift Aid generated £23,877 (Note: for two years 2023 and 2024). The Education and Training Fund, set up in 2014 to enable the Garden to employ trainee horticulturalists, continues to benefit from Benefactor subscriptions, Corporate and Life Memberships.

Interest on deposits was £11,744 (£10,461).

Subscription Income (Subscriptions plus Gift Aid) £86,718 accounts forms some 74% of the Associations total income of £116,018.

## **Use of funds**

We continue to support the work of the Garden and during 2025 this included a regular maintenance and development payment amounting to £44,860 (£43,574) plus Trainee support at £13,375 (£27,052). The reduction was due to delay in appointing a new trainee placement.

Our most significant recurring operating cost, apart from the above, remains stationery, printing and postage at £9,758 (£9,658).

Bank and card charges have benefitted from our move to the MemberMojo membership system.

## **Reserves**

Having set aside the Cecily Jones Trust Fund -of £62,565 (as custodians we can only use the interest) and the Education and Training Fund (ETF) at a nominal £62,000 (£56,000) we currently hold £160,238 (£131,639) in the general fund. This includes the two substantial legacies received in 2024 (£80,000) that we continue to hold for more significant projects.

The ETF underpins our undertaking to support further rolling Trainee costs over 2 years.

## **Investments**

All funds are held with either Lloyds Bank or Flagstone and, nominally, with Barclays Bank.

Our move to the Charity Aid Foundations (CAF) Charity Deposit Platform (CDP) and operated through Flagstone enables us to access a range of fixed term deposits.

## **Insurance**

The Association's activities are covered by a Public / Employers' Liability Insurance Policy under the Affiliated Societies Insurance Scheme operated by the Royal Horticultural Society.

**Independent examiner**                      Ed Holcombe A.C.A

**By order of the Trustees**                      **February 2026.**

**The Association of Friends of the University of Bristol Botanic Garden  
Registered Charity No 291159**

**Income and Expenditure account for the year ended 31 December 2025**

	2025 £		2024 £
<b>INCOME</b>		<b>INCOME</b>	
Membership Subscriptions	57841		60433
Benefactor Membership	3750		4800
Corporate Membership	1250		500
Donations	2964		4879
Legacies	5564		82000
Social Events - Jazz concert	2899		4332
Gloves and Christmas wreath			1441
Plant sales	5157		5114
Book Sales	168		41
Gift Aid (2023 and 24)	23877		11371
Interest received	11744		10461
Visiting Speakers	340		1065
Lectures	78		
Sundry receipts / petty cash (rounding)	386		
	<u>116018</u>		<u>186437</u>
<b>EXPENDITURE</b>		<b>EXPENDITURE</b>	
Garden support and development	44860		43574
Education & Training and other Support	9750		4000
Garden Support - Trainee	13375		27052
Social Events -Jazz Concert			1128
Lectures	1147		899
Term Deposits Management Fee (CAF/Flagstone)			156
BACS Bureau			1944
Card Charges (Sumup / Stripe)	987		402
Entertaining			638
Equipment			1028
Insurance & affiliation	147		145
Stationery & Printing	4683		4621
Postage	5075		5037
Service charges/ subscriptions	1023		758
Sundry (Software)	105		95
Miscellaneous	277		516
	<u>81429</u>		<u>91993</u>
<b>Surplus/(-) for the Year</b>	<u><u>34589</u></u>	<b>Surplus/(-) for the Year</b>	<u><u>94444</u></u>
<b>BALANCE SHEET as at 31st December</b>		<b>BALANCE SHEET as at 31st December</b>	
<b>Net Assets</b>		<b>Net Assets</b>	
Barclays Bank C/A	4604		4209
Lloyds Bank C/A	(2,542)		3710
Lloyds Business Savings	12366		8191
Petty cash	173		56
Restricted: CAF Charity Deposit Platform / Flagstone	270201		234048
	<u>284802</u>		<u>250214</u>
<b>Profit &amp; Loss Account</b>			
Brought forward	250214		155770
Major donations (Legacies)			80000
Net profit /loss (-)	34589		14444
<b>TOTAL FUNDS</b>	<u><u>284803</u></u>		<u><u>250214</u></u>

Approved on behalf of the Committee

**P Mugford (Honorary Treasurer) January 2026**

**Independent Examiner - Ed Holcombe ACA**

# **Independent examiner's report to the Trustees of Association of friends of Bristol University Botanic Garden**

I report to the charity trustees on my examination of the accounts of the company for the year ended 31<sup>st</sup> December 2025 which are set out on pages 1 to 12.

## **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 report**

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 accounting records

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.

Signed:



Name: Edward Holcombe ACA

Institute of Chartered Accountants in England & Wales (ICAEW) – 3174840

Address: 4 Branscombe Road, Bristol, BS9 1SN

Date: 21<sup>st</sup> April 2026

**ASSOCIATION OF FRIENDS OF BRISTOL UNIVERSITY BOTANIC GARDEN**

England & Wales - Charity number 291159

---

# Accounts

---



**Association of the Friends  
of the University of Bristol Botanic Garden  
ANNUAL REPORT 2024  
Registered Charity Number 291159  
Forty-ninth Annual General Meeting  
Thursday 20 March 2025 at 7pm**



**AGENDA**

- 1 Welcome
- 2 Apologies
- 3 Minutes of AGM held 20 March 2024
- 4 Annual reports. To receive reports from:
  - i. Chairman
  - ii. Membership Secretary
  - iii. Treasurer
- 5 Annual accounts: to approve the financial statements
- 6 Committee elections.
  - a) To re-elect the following:

Patricia Davie	Proposed:	Seconded:
Janet Newland	Proposed:	Seconded:
  - b) To elect the following:

Robert Bristow	Proposed:	Seconded:
Ian Knight	Proposed:	Seconded:
Jose Tarnowski	Proposed:	Seconded:
- 7 Honorary Auditor: to approve the appointment of Edward Holcombe ACA
- 8 Any other business

**Association of Friends of the University of Bristol Botanic Garden**  
**Minutes of the forty-eighth Annual General Meeting**  
**Held at the Frank Lecture Theatre on Wednesday 20 March 2024 at 7 pm**

**1 Welcome**

The Chairman of the Friends, Pat Davie, welcomed approximately 35 Friends. The Agenda, Chairman's Report, Membership Report, Trustee's report and Financial statement have been made available on the website and she hoped that all had been able to access it. The Treasurer and Membership Secretary will give a brief summary and answer any questions.

**2 Apologies**

Apologies had been received from Professor Jane Memmott, Sue Beech, Sue Redfern, Sally Meadows and Rob Bristow.

**3 Minutes of AGM held 16 March 2023**

The minutes of the 2023 AGM which had been agreed by the Committee shortly after the meeting were unanimously approved.

**4 (i) Chairman's Report**

The Chairman gave a full report which is available separately. To summarise, 2023 saw a return to normal following the hiatus of Covid although visitor numbers were not quite back to pre-Covid levels. The Guangzhou Garden is nearing completion and will be officially opened on 1 May with dignitaries from the University of Bristol in attendance. It is hoped there will be a delegation from China at a later date.

Michaela Mottershaw, the new two-year trainee supported by the Friends, is currently studying the RHS courses and doing well.

The usual events took place, the Easter Sculpture Festival, the Bee and Pollination Festival, the Jazz concert with the Blue Notes and the Bristol Ukes. There were many guided tours. The lecture series included a special lecture in November with Adam Frost.

All of these activities will continue in 2024 starting with the Easter Sculpture Festival. RHS courses were not full this year, so Friends' help was vital.

The Newsletter is reducing to 3 editions –the early summer issue will be dropped. This decision has been driven by the cost of postage and the feeling that Friends' funds can be better used. Friends will continue to be kept up to date with the e-news which will be available at the Welcome Lodge for those not using e-mail.

The UoB is now cashless, but for the time being the Friends will continue to accept all forms of payment.

We are looking to move to a more automated membership system. The Chairman, who is herself standing down, expressed her thanks to Sue Beech for all of her work as membership secretary and expressed thanks to the Committee and volunteers, to Nick Wray and the Garden team.

**4 (ii) Membership Report**

Full report available. Eva Barrett who joined the membership team last year gave a brief summary. Membership at the end of 2023 was just over 2400. This is a reduction of about 400 following the post Covid surge. Almost two thirds of the 600 new members taken on after the pandemic did not renew.

Sue Beech having retired, the role of membership secretary is currently vacant. The team is investigating a new system to reduce reliance on manual records.

#### **4(iii) Treasurer's Report**

Full report available. The Treasurer invited Friends to get in touch directly with him if any further information is required. He explained that we have a core of subscribed members who remain loyal each year. Subscription income increased due to the increase in the rates. Thanks to all who have renewed. Membership tends to fall into 2 categories – those who join for a year and those who stay for many years. We hope to regain the lost members.

Legacies and donations are a little lower this year. Gift Aid generates £10-11k per year. We obtained a grant from the Stanley Smith Horticultural Trust towards the trainee support, which freed up funds to support the Garden in other ways.

We have benefited from higher interest rates and have changed the method for deposit of funds using the Charity Aid Foundation which gives access to a range of accounts.

The Friends supported the Garden in a number of ways, through the subvention to the Garden, supporting the trainee, and in 2023 a further £33k for special projects including new interpretation boards, a polytunnel for RHS students etc.

Significant operating costs are printing and postage.

The Treasurer asked Friends to bear with us whilst we implement changes to the membership.

With regard to reserves, we benefit from the Cecily Jones Trust Fund of £62,500 but only the income from this can be used so the capital sum shown cannot be spent.

We always try to have £50k in reserve to ensure that we can honour the commitment to pay for the trainee for 2 years.

We hold full insurance.

Ed Holcombe, the independent assessor, has approved the accounts for which thanks were expressed. There were no questions.

#### **5 Annual Accounts**

Approval of the annual accounts was proposed by Jean Martin and seconded by Carole Webb and approved unanimously.

#### **6 Committee Elections**

Committee members retire by rotation every 3 years. Jean Martin and Paul Mugford are willing to stand again. They were proposed by Lucy Davies and seconded by Carole Webb. Re-elected unanimously.

Sue Beech having resigned, the office of membership secretary will remain vacant at this stage.

Tony West will become an *ex-officio* member. Ian Knight and Rob Bristow, who are much involved in researching a new membership system have agreed to join the Committee but will be co-opted at this stage. Jose Tarnowski has joined the membership team as an *ex officio* member of the Committee. As Curator of the Garden, Nick Wray attends committee meetings *ex-officio*.

#### **7 Honorary Auditor**

The re-appointment of Edward Holcombe ACA as Independent Examiner of the accounts was proposed by Eva Barrett and seconded by Rebecca Tregarthen. Approved unanimously.

#### **8 AOB**

Following the meeting Nick Wray and Lucy Davies presented Pat Davie with a large bouquet of flowers. In expressing her thanks Pat said it had been a pleasure to have been a volunteer for more than 25 years including serving as Chairman of the Friends twice, first for 6 years during the move to The Holmes and latterly for 10 years. It has been a very enjoyable part of her life. She wishes Lucy Davies all the best in her future role.

Lucy Davies gave a vote of thanks to Pat for her energy, humour and obvious love of the Garden, for training Lucy so thoroughly over the last year and for agreeing to remain as Vice-Chair.

To sum up, "Pat has kept us all going through thick and thin all these years."

On behalf of the UoB Botanic Garden Nick Wray thanked Pat for her huge commitment to the Friends to help the Botanic Garden grow and develop through interesting and challenging times, including the move of the Garden to the Holmes, and for her friendship and positive working relationship creating a partnership between the Friends and the Garden. A huge thank you from all at the Garden.

The Chairman expressed her thanks and to all those who attended the meeting which closed at 7.25pm. It was followed by a lecture from Dr Chris Thorogood, Deputy Director of Oxford Botanic Garden who completed his PhD at UoB, in a tale of his quest to find Rafflesia growing in the wild, in connection with his new book: "Pathless Forest: The Quest to Save the World's Largest Flowers"

## **ANNUAL GENERAL MEETING 2024**

### **REPORT FROM THE CHAIR**

In January 2024 we started on a high note with the Friends talk "Putting Nature and Imagination at the Heart of Sustainable Cities" which revealed the background to the creation of the Guangzhou Garden. We had healthy numbers online as well as in-person for this talk, showing a continued desire for online connection from our members. This fascinating talk acted as an introduction to the new Garden which was opened in May with a visit from the Vice Chancellor Evelyn Welch and the Deputy Mayor of the city of Bristol Asha Craig.

The talks throughout this year have been of a very high standard and thanks is due to Sally Meadows for her dedication and persistence in finding such great speakers. We are also delighted to welcome Rob Bristow who has volunteered to help us with technical support for the talks and lectures after some IT hiccups! As we settle into 2025, we are looking at ways to improve the numbers of those attending and reach more of our members.

The Friends have continued their regular contribution to the running of the Garden. We have also paid the salary of the trainee Michaela Mottershaw, donated the funds for a polytunnel for the RHS students and the replacement Luke Jerram's Glitch bench to future proof its presence. The accounts for the year to December 2024 show a healthy surplus. We therefore start the year in a steady position as the new Membermojo management system goes live in full. We anticipate some fall off in income during this period as the new system beds in but as our accounts show we have some flexibility to respond to any fallow periods. We also hope that the interest generated by our 50/20 Anniversary will engender a spike in membership as the year progresses. Thanks to Pat Davie for organising an Events' Committee to ensure these celebrations go with a swing.

The Committee has been very supportive of the work of the Membership Sub-committee on the introduction of Membermojo, our new online management system. The minutes show the strenuous and thorough attempts of its members to plan carefully for the changeover in a way which does not exclude or ignore membership requests or requirements. I would like to thank Jose Tarnowski who has taken over the role of Membership secretary at a time of great change, Eva Barrett for holding the fort when both systems were running in tandem, Ian Knight for the overall creation of our Membermojo site, Paul Mugford for his skilful liaison between all parties and keeping us all on the straight and narrow and Rob Bristow for his creative engagement with the planning of the new site. As a committee we have set up various ways for members to feed back any challenges or queries to us, such as the focus group meeting at the Linnaeus room, the regular Coffee-catch ups and the many email responses from the membership team as and when members require. Since the Friends is run entirely by volunteers, we decided that we could not offer a dedicated phone line service and member queries are sometimes forwarded to us from the

Botanic Garden office staff. We are very grateful for their help and cooperation at this crucial time. I must mention Joyce Smith who has been a fount of all knowledge, and we are very grateful for her support.

We were delighted with the success of the Easter Art and Sculpture Festival. The weather was mostly kind to us, we welcomed a pleasing number of visitors, and we were able to pilot our new Membership system via handheld technology which seemed to run very smoothly. The plant sale, one of our major fundraisers, was yet again very popular and many thanks to Chris Purvis and her team. The guides were on hand to give new and familiar faces tours of the garden, now including of course the Guangzhou Garden. Many thanks to Jane Perkins for her tireless organisation of the guides this year and for many years. This is an event where the force of the volunteers is really in evidence. From car parking to stewarding, making tea to answering questions, a very big thank you to all the many members who gave us their time to make the day such a success. I would like to thank Tony West who has continued to mastermind the whole event with the skilful support of Andy Winfield. Tony will be working with a new volunteer, Lydia Daniels, at the next Sculpture Festival, and we are delighted to welcome her.

We received only positive feedback from members about our newsletter changes this year. The editorial team of Pat Davie and Jean Martin ensure that the standard is as high as ever, something we are very lucky to have. The decision to produce three editions rather than four was not an easy one but we feel is more suited to us as we move forward because of time and money constraints on volunteers. Thanks are also due to David Myring, Roderick Macleod and Heather Dunford for their support with the newsletter and the enews. We would like to make more use of digital means of communication and are going to conduct a review to this end, including the Friends' presence on the Botanic Garden website. The help and advice of Ian Knight and Rob Bristow has been invaluable in giving us the confidence to move forward on this issue.

As a new Chair who is still learning on the job, I would also like to extend my thanks to Chris Radford. She keeps the most excellent minutes, a complex skill, as well as raising significant amounts of money for the garden in a myriad of ways.

The RHS courses have been a great success again this year, bringing a welcome band of students to wander in and learn from the Garden and we are hoping to persuade more graduating students that they would benefit from a membership with us!

On the corporate side I would like to thank Cleeve Nurseries, Almondsbury Garden Centre, Rolls Royce and World Odyssey who have been corporate members of the Friends. We will be reviewing our corporate offering in the months ahead to see what more we can do in this area.

The Jazz Concert was another success this year with the perennial hits the Blue Notes and Hannah Wedlock. This is a major fundraising event which takes many hours of careful organisation. Many thanks are due to Roger Mellors and Pat Davie for their continued dedication. We are hoping the Jazz in 2025 will be our biggest and best yet so do hope to see you.

In August of 2024 the Bee and Pollination Festival was also another success despite competing with the Massive Attack concert on the Downs. Janet Newland was the mastermind of the whole thing, working in close collaboration with the Garden staff so thanks to all. The lectures and talks which run as a part of this two-day festival were a particular highlight for me with many excellent and thought-provoking topics and speakers.

We have continued to have a few queries about the fact that the University is now cashless. We will continue to accept cash and cheque although we do now have card machines charged up and ready to go on site.

And to finish...Tipping Point in October. What a memorable note to end the year! A simulation of a forest fire by the award-winning artist Luke Jerram, with sound by Bafta winning artist Dan Jones, created a spectacle which transformed the Garden into a fiery inferno - but safely, raising awareness. This was partly funded by the Friends. Those of us who saw it will, I'm sure I am right in saying, never forget it.

My thanks to everyone who has helped during the year in so many different ways, in particular all the Committee who have supported me in my first year, all the volunteers who make the events a success as well as those involved in the general administration of the Friends and the upkeep of the Garden throughout the year. And finally, my sincere thanks to Nick Wray and his wonderful Garden team all of whom who work so hard and have made me feel so welcome.

We all look forward to an exciting year of celebrations in 2025.

**Lucy Davies**  
**February 2025**

### **MEMBERSHIP REPORT 2024**

The Membership Team now comprises Jose Tarnowski who has been appointed Membership Secretary with Eva Barrett acting as her assistant.

In 2024 we attracted 646 new members in total, higher than 2023 but less than the post Covid year of 2022. The total number of members is 2436. Life memberships comprise 51 members and Benefactor memberships 42 members.

2024 has been a year of transition to our new membership management system, Membermojo. Using a sub-committee to plan out the steps we have designed a system that both members who wish to be part of this and those who prefer to pay using 'manual options' can use. There is still the option to pay by cheque or cash, although we see that diminishing over the next few years. The process of loading everyone's details has given us the chance to check that all the data held is correct and secure. It will also mean that we no longer hold our members' banking details.

Renewals will be monitored closely as we are asking members to use the Membermojo online process themselves. We will no longer be providing Direct Debit or Standing Order options, but we will support those who choose to renew either through Membermojo or via the team. We will train Welcome Lodge volunteers in how to deal with both renewals and new members.

Thanks are due to all those who have helped with the introduction of Membermojo, including all the Committee and also those volunteers who help with the distribution of the newsletter and at events.

**Jose Tarnowski and Eva Barrett**  
**Membership Team**  
**February 2025**

## TRUSTEES' REPORT

### The Association of Friends of the University of Bristol Botanic Garden

Hollybush Lane, Stoke Bishop, Bristol BS9 1JB

Charity No. 291159

### Report of The Trustees for the year ended 31st December 2024

#### Constitution

The objects of the Association are to advance public education in, and to promote research into, Botany and its related subjects and to publish useful results of such research. In pursuance of these objectives the Association supports the work and further development of the University of Bristol Botanic Garden.

The garden is unique in the West Country and the plant collections have been chosen to provide teaching and research resources for the University. Its mission to educate, communicate and conserve has also established a valuable amenity for local schools and a cultural attraction for the public.

#### Committee

Management of the Association is vested in a Committee (the Trustees) and its powers and duties are set out in the Constitution, including the procedures for appointment, nomination and election. Regular meetings of the Committee provide opportunity to apply risk management criteria in the assessment of the viability of potential fund-raising initiatives, whilst being dutifully aware of its charitable objectives.

The following members served the Committee during the year:

Lucy Davies	Chair	Patricia Davie	Chair
Paul Mugford	Treasurer	Chris Radford	Secretary
Jean Martin		Josephine Tarnowski	Membership
Eva Barrett		Janet Newland	
Rebecca Tregarthen		Robert Bristow	
Ian Knight		Tony West	Retired 2024
Susan Redfern		Resigned during 2024	

Nicholas Wray, Curator of the Garden, and other volunteers as appropriate may attend Committee meetings in an *ex officio* capacity.

Important aspects of the Committee's role are to encourage new members of the Association and to stimulate interest in the Garden through a variety of events and activities. Income generated by such initiatives, and from members' subscriptions and donations, after meeting expenses, is used to support the maintenance and development of the Garden. The Committee acknowledges the support of those members who have become involved directly in Friends activities and 'hands-on' work in the Garden.

#### Accounting system

Our accounting system remains a simple cash book approach that is acceptable to the Charities Commission and reflects the straightforward financial activity of the Association. The cash book

approach simply means that we record income and expenditure when it happens, whilst taking care to note any significant items due (not paid or received) for the current year.

## **Income**

During the year membership subscriptions dropped to £60,433 (£62,078) as have Benefactor member subscriptions at £4,800 (£5,250). There is always some movement and probably reflects a further loss of the post Covid boost. The annual jazz concert generated £3,204. Plant sales amounted to £5,114, driven by Chris Purvis and Chris Radford, who also raised £1,441 from the sale of hand knitted gloves. Our volunteer speakers who visit groups generated £1,065.

Legacies and Donations amounted to £86,809 driven by The David Machin Will Trust (£60K) and legacies from Alice Maltby (£20K – thanks to the Family) and Sylvia Wilton (£2K). Gift Aid generated £11,371 (£10,097). The Education and Training Fund - set up in 2014 to enable the Garden to employ trainee horticulturalists - continues to benefit from subscriptions from our Benefactor and Corporate members along with Life Memberships.

Interest on deposits increased to £10,461 (£3,234) as a direct result of the legacies and short term rises in interest rates.

Subscription Income (Subs + Gift Aid) accounts for 41% of the Associations total Income. 74% (72%) excluding legacies.

## **Use of Funds**

We continue to support the work of the Garden and during 2024 this included a regular maintenance and development payment amounting to £43,574 (£40,705); Trainee support at £27,052 (£17,786), and one project at £4,000 – the successful Tipping Point event.

Our most significant recurring operating cost, apart from the above, remains stationary, printing and postage at £9,658 (£14,739); the reduction directly attributable to reducing the newsletter to 3 times a year. A further £1,028 has been spent on non-recurring equipment costs - laptops etc. Bank charges including Bank, Bureau (for Direct Debit maintenance) and Card fees.

## **Reserves**

Having set aside the Cecily Jones Trust Fund of £62,565 (as custodians of the capital we can only use the interest) and the Education and Training Fund (ETF) at a nominal £56,000 we currently hold £131,649 (£43,205) in the general fund. The ETF underpins our undertaking to support further rolling Trainee costs and over 2 years.

## **Investments**

All funds are held with either Lloyds Bank or Flagstone, and nominally with Barclays Bank.

Our move to the Charity Aid Foundation's (CAF) Charity Deposit Platform (CDP), operated through Flagstone, enables us to access a range of fixed term deposits.

## **Insurance**

The Association's activities are covered by a Public / Employers' Liability Insurance Policy under the Affiliated Societies Insurance Scheme operated by the Royal Horticultural Society.

**Independent examiner** Ed Holcombe A.C.A

**By order of the Trustees**

**March 2025.**

**The Association of Friends of the University of Bristol Botanic Garden**  
**Registered Charity No 291159**

**Income and Expenditure account for the year ended 31 December 2024**

	2024		2023
	£		£
<b>INCOME</b>		<b>INCOME</b>	
Membership Subscriptions	60433		62078
Benefactor Membership	4800		5250
Corporate Membership	500		1650
Stanley Smith UK Trainee Grant			15000
Donations	4879		1277
Legacies	82000		
Social Events - Jazz concert	4332		4747
Glove sales 24 (Christmas wreath sales 23)	1441		233
Plant sales	5114		4403
Book Sales	41		222
Gift Aid (2022)	11371		10097
Interest received	10461		3234
Visiting Speakers	1065		850
Lectures			1820
Sundry receipts / petty cash (rounding)			-1
	<u>186437</u>		<u>110860</u>
<b>EXPENDITURE</b>		<b>EXPENDITURE</b>	
Garden support and development	43574		40705
Education & Training Support	4000		33402
Garden Support - Trainee	27052		17786
Social Events -Jazz Concert	1128		1163
Lectures	899		2254
Term Deposits Management Fee (CAF/Flagstone)	156		361
Bank charges			
BACS Bureau	1944		1872
Card Charges (Sumup)	402		146
Entertaining	638		362
Equipment	1028		
Insurance & affiliation	145		135
Stationery & Printing	4621		7861
Postage	5037		6878
Service charges/ subscriptions	758		29
Sundry (Software)	95		452
Miscellaneous	516		137
	<u>91993</u>		<u>113543</u>
<b>Surplus/(-) for the Year</b>	<u>94444</u>	<b>Surplus/(-) for the Year</b>	<u>-2683</u>
<b>BALANCE SHEET as at 31st December 2024</b>		<b>BALANCE SHEET as at 31st December 2023</b>	
<b>Net Assets</b>		<b>Net Assets</b>	
Barclays Bank C/A	4209		4802
Lloyds Bank C/A	3710		-4902
Lloyds Business Savings	8191		1002
Petty cash	56		221
Restricted: Barclays Bank (ETF) - closed			5123
Restricted: CAF Charity Deposit Platform / Flagstone	234048		149524
	<u>250214</u>		<u>155770</u>
<b>Profit &amp; Loss Account</b>			
Brought forward	155770		158453
Major donations (Legacies)	80000		
Net profit /loss (-)	14444		-2683
<b>TOTAL FUNDS</b>	<u>250214</u>		<u>155770</u>

Approved on behalf of the Committee

**P Mugford (Honorary Treasurer) 21 January 2025**

**Independent Examiner - Ed Holcombe ACA**

The Association of Friends of the University of Bristol Botanic Garden  
Registered Charity No 291159

Income and Expenditure account for the year ended 31 December 2024

	2024		2023
	£		£
<b>INCOME</b>		<b>INCOME</b>	
Membership Subscriptions	60433		62078
Benefactor Membership	4800		5250
Corporate Membership	500		1650
Stanley Smith UK Trainee Grant			15000
Donations	4879		1277
Legacies	82000		
Social Events - Jazz concert	4332		4747
Glove Sales 24 (Christmas wreath sales 23)	1441		233
Plant sales	5114		4403
Book Sales	41		222
Gift Aid (2022)	11371		10097
Interest received	10461		3234
Visiting Speakers	1065		850
Lectures			1820
Sundry receipts / petty cash (rounding)			-1
	<b>186437</b>		<b>110860</b>
<b>EXPENDITURE</b>		<b>EXPENDITURE</b>	
Garden support and development	43574		40705
Education & Training Support	4000		33402
Garden Support - Trainee	27052		17786
Social Events -Jazz Concert	1128		1163
Lectures	899		2254
Term Deposits Management Fee (CAF/Flagstone)	156		361
Bank charges			
BACS Bureau	1944		1872
Card Charges (Sumup)	402		146
Entertaining	638		362
Equipment	1028		
Insurance & affiliation	145		135
Stationery & Printing	4621		7861
Postage	5037		6878
Service charges/ subscriptions	758		29
Sundry (Software)	95		452
Miscellaneous	516		137
	<b>91993</b>		<b>113543</b>
<b>Surplus/(-) for the Year</b>	<b>94444</b>	<b>Surplus/(-) for the Year</b>	<b>-2683</b>

**BALANCE SHEET as at 31st December**

**Net Assets**

Barclays Bank C/A	4209
Lloyds Bank C/A	3710
Lloyds Business Savings	8191
Petty cash	56
Restricted: Barclays Bank (E&T) - closed	
Restricted: CAF Charity Deposit Platform / Flagstone	234048
	<b>250214</b>

**Profit & Loss Account**

Brought forward	155770
Major donations (Legacies)	80000
Net profit /loss (-)	14444

**TOTAL FUNDS**

**250214**

**BALANCE SHEET as at 31st December**

**Net Assets**

	4802
	-4902
	1002
	221
	5123
	149524
	<b>155770</b>

	158453
	-2683

**155770**

Approved on behalf of the Committee

**P Mugford (Honorary Treasurer) 21 January 2025**

**Independent Examiner - Ed Holcombe ACA**

# **Independent examiner's report to the Trustees of Association of friends of Bristol University Botanic Garden**

I report to the charity trustees on my examination of the accounts of the company for the year ended 31<sup>st</sup> December 2024 which are set out on pages 1 to 10.

## **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 report**

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 accounting records

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.

Signed:



Name: Edward Holcombe ACA

Institute of Chartered Accountants in England & Wales (ICAEW) – 3174840

Address: 4 Branscombe Road, Bristol, BS9 1SN

Date: 18<sup>th</sup> March 2025

**ASSOCIATION OF FRIENDS OF BRISTOL UNIVERSITY BOTANIC GARDEN**

England & Wales - Charity number 291159

---

# Accounts

---



**The Association of the Friends  
of the University of Bristol Botanic Garden**

**ANNUAL REPORT 2023**

**Registered Charity Number 291159**

**Forty-eighth Annual General Meeting**

**Held at the Frank Lecture Theatre, Tyndall Avenue, Bristol**

**Wednesday 20 March 2024 at 7pm**



**AGENDA**

- 1 Welcome
- 2 Apologies
- 3 Minutes of AGM held by Zoom 16 March 2023
- 4 Annual reports. To receive reports from:
  - i. Chairman
  - ii. Membership Secretary
  - iii. Treasurer
- 5 Annual accounts: to approve the financial statements
- 6 Committee elections. To re-elect the following:

Jean Martin	Proposed:	Seconded:
Paul Mugford	Proposed:	Seconded:
- 7 Honorary Auditor: to approve the appointment of Edward Holcombe ACA
- 8 Any other business

**Association of Friends of the University of Bristol Botanic Garden**  
**Minutes of the forty-seventh Annual General Meeting**  
**Held by Zoom on Thursday 16 March 2023 at 7 pm**

**1 Welcome**

The Chairman of the Friends, Pat Davie, welcomed 32 Friends linked virtually through Zoom thanks to technical support from Raymond Gallery. The Agenda, Chairman's Report, Membership report, Trustees' report and Financial statement are available on a link on the Friends' website as a pdf file. The Chairman apologized that there had been some problems with the e-news that was circulated on 11/12 March. BT had treated it as spam and stopped it being issued to around 300 e-mail addresses. Roderick Macleod re-sent it with the reports as an attachment.

**2 Apologies**

Apologies had been received from Jekka McVicar, President of the Friends, Eva Barrett, Rebecca Tregarthen, Hilary Phillips, Tony West and Susan Bartlett.

**3 Minutes of AGM held by Zoom 17 March 2022**

The minutes as circulated were unanimously approved.

**(4i) Chairman's Report**

See full report. This gives a snapshot of activities of 2022 during which we were recovering from closure and uncertainty. Many have discovered the positive effect on mental health of being outside. It was good to see visitor numbers rise – to see crowds again at the Easter sculpture festival. The introduction of DAISY days helped numbers and is a useful way of enabling all to enjoy open spaces. Friends' numbers have recovered to, and exceeded, pre-Covid numbers. The main fund-raising events, sculpture and bee festivals and jazz concert were well supported.

It is hoped to return to face to face lectures by the autumn. Up to now it had been decided to continue with zoom. This is useful for our speakers who need to travel, such as this evening's speaker, Miranda Bane, speaking to us from Glasgow. We are looking at the possibility of hybrid live/zoom meetings.

It is good to know that we have a succession plan in place with younger blood coming through to the Committee. A big thank you to all volunteers without whom the Friends could not operate – including those individuals noted in the full report. A big thank you also to Nick Wray and his team. The Chairman hopes we can look forward to a successful year.

**4 (ii) Membership Secretary's Report**

See full report. It has been a good year with a large amount of work having been carried out. Membership returned to pre-Covid numbers. New members can now join at the Welcome Lodge and receive their membership pack there and then. At the Festivals there is a table where new members can join as they enter. This has been very successful. Over 130 joined at the Sculpture Festival and slightly less at the Bee Festival.

The current Membership Secretary is pleased to welcome Eva Barrett who will be joining her on membership. Eva is away at the moment, but there will be some role changing on her return. Unfortunately, Jen Walker has had to step back for family reasons. Sue Beech will take over Jen's role and Eva will take over Sue's role.

There has been a good renewal response. At present (January renewals) we are 11% down on households and 16% on numbers but this is not unusual and is normally made up for by those who join from March to June.

All those who can pay by Direct Debit are encouraged to do so. Over the last 6 months we have been changing to electronic DD. This saves postage and eventually will save time.

#### **4 (iii) Treasurer's Report**

The full report is available on the website. If anyone has any questions, please e-mail Paul Mugford and he will reply.

"As a Treasurer, it is a joy to have such a loyal membership, who consistently renew. Subscription income accounts for about 90 per cent of the Association's total income.

The bulk of the Friends' funds go to support the Garden in (1) the general maintenance and upkeep of the Garden and (2) supporting the trainee. Steve Asman has just finished his 2 year traineeship and following recent interviews, a new trainee will be starting. Exact date unknown given possible notice period.

Postage is a major expense at £10,000 pa. Regular discussions as to whether to continue with the newsletter in paper form have decided in favour of continuing.

During the year there has been a major change in the investment of reserves. Previously these were held by Lloyds and Barclays where interest rates had dropped significantly. The Friends have the benefit of the Cecily Jones fund (£62,500) but although this forms part of the reserves, it cannot be drawn on and only the income can be used. This has been moved to a CAF account operated through Flagstone which opens up many deposit accounts to us. In addition to the Cecily Jones Trust money, an additional £40,000 has been invested in the CAF account, this being the cost of maintaining the trainee for 2 years – this money has to be available to meet the Friends' undertaking to the UoB to support the trainee.

Last year we had a surplus of £11,000, which is higher than the previous year. Although this is comfortable, we are not complacent."

The Treasurer thanked the Honorary Auditor, Ed Holcombe.

#### **5 Annual Accounts**

Approval of the annual accounts was proposed by Jean Martin and seconded by Lucy Davies and approved unanimously.

#### **6 Committee elections**

Susan Beech (re-election)	Proposed Susan Redfern	Seconded Tony West
Susan Redfern (re-election)	Proposed Susan Beech	Seconded Janet Hathway
Eva Barrett (election)	Proposed Pat Davie	Seconded Susan Redfern
Lucy Davies (election)	Proposed Tony West	Seconded Pat Davie
Hilary Philips (election)	Proposed Paul Mugford	Seconded Tony West
Chris Radford (election)	Proposed Susan Redfern	Seconded Janet Hathway

All unanimous

Eva will take over from Sue Beech. In due course, Lucy Davies will take over from Pat Davie, Hilary Philips will take over from Paul Mugford and Chris Radford is the new Minute Secretary.

#### **7 Honorary Auditor**

The re-appointment of Edward Holcombe ACA as Independent Examiner of the accounts was proposed by Lucy Davies and seconded by Sue Beech. Approved unanimously.

#### **8 Amendment to Constitution**

To amend Item 9 para 2: "All payments must be authorised by any two of four persons nominated by the Committee". This is to facilitate the transfer of roles and avoid delays with bank ID procedures. Proposed by Sue Beech. Seconded by Zaria Fraser. Approved unanimously.

#### **9 Any Other Business**

The Treasurer drew attention to Gift Aid. Many thousands of pounds have been recovered from HMRC through this and all those who can do so should be encouraged to agree to us making this claim.

The Chairman thanked all for attending and the meeting closed at 7.25 pm. It was followed by a lecture from Dr Miranda Bane on continuing her research after completing a PhD with Dr Jane Memmott: 'Pollinator Paradise – pesticide reduction and long –term monitoring in the Channel Islands'.

## Report from the Chair

It feels as though life returned to normal in 2023 and people were more willing to mingle in crowds and some 23,000 people visited the Botanic Garden. To start the garden season we were pleased to have a successful Easter Sculpture Festival with mainly good weather and over 3,200 people visiting to enjoy the preparation and hard work by the Garden team, volunteers and exhibitors. The Friends' ever-popular plant sale raised over £2,200 for the Education and Training Fund and people went home with some of the many books donated by the family of Alice Maltby.

The other regular big event for the Garden is the Bee and Pollination Festival, now moved to the August Bank Holiday weekend to avoid travel issues with the concert on the Downs. This is always well attended and enjoyed by exhibitors and visitors alike and is a chance for people to see all things pollinator related including live bee hives and to learn about the vast amount of research carried out by the University.

The lecture series continued in the spring by Zoom with our President Jekka McVicar on The Myths and Magic of herbs. We travelled down the Mekong with Adam Alexander and then to Guernsey with Miranda Bane and the Pollinator project. Since September we have enjoyed in-person lectures back at the University again whilst still offering the option of Zoom for those who cannot travel into Bristol. Paul Smith talked about reinstating ancient woodlands and James Cross took us on a tour of the Bishop's Palace Garden at Wells Cathedral. In November we were delighted to welcome Adam Frost talking all things gardening.

A new event for the Garden was the Apple Cider Day in October. This collaboration of the University with the Better Cider Project meant that many people were able to enjoy the juice from the apples they brought. It is hoped to make this a regular event. Other regular events which took place are the National Garden Scheme open day and the Festival of Nature.

The Friends' Jazz concert in July was another success, with the perennial Blue Notes and Hannah Wedlock and our new regular 'warm-up' act, South Bristol Ukes. We raised some £3,600 towards the Education and Training Fund.

In March we said goodbye to our previous trainee Steve Asman who now works at a private estate and we welcomed the new trainee Michaela Mottershaw, who is very much enjoying the opportunity she has been given, thanks to the funding by the Friends and this year with a substantial contribution by the Stanley Smith Fellowship.

The RHS have changed their syllabus this year and so there are fewer courses being run, and the cost of living crisis has affected the numbers, but nevertheless there have been some great successes in equipping the horticulturists of the future. The Garden continues to run educational short courses and workshops and tours for adults and children, thanks to the volunteer guides.

The Garden has partnered with the Bristol Future Talent partnership which works with young people from black and minority ethnic backgrounds and the first work experience week for 12 students took place in July.

The Garden has hosted a visit by the Chinese delegate from BGCI to learn of the conservation of rare species working with the Avon Gorge and Downs Wildlife project as well as to see the development of the Guangzhou Garden.

The highlight for 2024 will be the opening of the award winning Guangzhou garden which was given to the City of Bristol after the September 2021 Chelsea Flower Show and has been rebuilt, with slight adaptations, in the Botanic Garden. It has been longer than originally thought to complete with delays after the pandemic obtaining the funding from the University of Bristol, and increased building costs, but it will finally be planted in spring 2024 ready for the opening in April. It will be an amazing addition to the Garden and enhance the visitor's experience to walk past the gently flowing water rather than through the car park towards the glasshouses. The Curator has written at length in the newsletters about the development.

Membership is down on 2022 but that is in some ways not surprising after the initial surge of visitors after the pandemic who may no longer have the time to visit. We still have a very good number of members and we hope to recruit more during the season. Many gardens are having problems with their support groups and as a member of the Friends of Botanic Gardens Forum I have learnt of a number of places where they have been disbanded or absorbed into the ownership of the garden. Our Friends' group which has been running since 1975 is still strong and we thank each and every one of you for continuing to help.

We are reviewing the membership record keeping with a view to a more automated system. This has been accelerated by the departure of our Membership Secretary, who it has been difficult to replace especially with the time commitment it requires, and will hopefully mean it is a less daunting task for the new expanded Membership Team. The frequency of the newsletter is being reduced in 2024 to three issues which will keep our ever increasing costs down, but we hope to maintain contact and update everyone through the enews, the website and social media. We do hope that the few people who do not have internet access will not feel forgotten and we will make sure that all news is available through the Welcome Lodge.

Our thanks to our Corporate members, Cleeve Nursery, Almondsbury Garden Centre, Rolls-Royce and World Odyssey, who have continued their support of the Friends.

Finally a note about cash: the University has become cashless but at present the Friends will continue to accept all methods of payment. Card payments even for small amounts have become more popular and we do now have well-used card machines especially for events, but we are happy to receive cash, cheque and online donations and we hope you will remain a member and enjoy visiting the Garden as often as you are able.

This is my last AGM as your Chair. It has been a fantastic privilege to be in this role for so many years but I could not have done it without the unwavering support of the following people who I would like to thank, both personally and on behalf of the Friends:

**Paul Mugford** was due to stand down, but due to personal circumstances Hilary Phillips was unable to take up the role of Treasurer, and Paul readily stepped back into the breach. Thank you Paul for all you have done.

**Sue Beech** who has recently resigned as Membership Secretary has given an amazing amount of time and effort to the role for 7 years and has been difficult to replace. She has made substantial administrative changes to improve the record keeping and has dealt with some complex banking issues. Thank you Sue, we will miss your contribution and send you all good wishes for your new life in Wiltshire.

**Eva Barrett** joined the Membership Team in early 2023 and has quickly become familiar with everything. She is now involved in developing the new expanded Membership team, including the latest recruit **Jose Tarnowski** who has only recently joined us.

Despite retiring as Membership Secretary when Sue Beech took over **Sue Redfern** has continued to assist the team, and is invaluable for her experience and knowledge.

**Lucy Davies** has been shadowing me at every step to ensure a smooth handover and I am sure is now ready to take on this privilege. I will continue to support and guide her when needed but know she is full of good ideas. As a former English teacher Lucy is using her talents to work on the newsletter and has already written a number of articles and lecture reviews. She is also leading the sub-committee looking at more automation of our membership records, which we hope will reduce the hours necessary to maintain.

**Tony West** has been a committee member for many years and Vice Chairman until 2023. He continues to mastermind the Sculpture Festival but is in future going to be an *ex officio* member of the committee. Thank you, Tony, for your friendship and guidance.

**Janet Newland** looks after the Benefactor and Life members, and is a tour guide, as well as working with the Curator in management of the Bee and Pollination Festival.

**Rebecca Tregarthen** looks after the Corporate members as well as changing her career and studying for the RHS exams.

**Jean Martin** is my co-editor of the newsletter, and is very good at spotting what I miss, as well as preparing the copy to go to our graphic designer, **David Myring**, who I must also thank for his patience in dealing with all the last minute amendments and additions.

**Chris Radford** joined the committee last year and has done a brilliant job of summarising the hours of discussions to produce the minutes. She has also raised a considerable sum for the Friends in opening her garden and from plant sales.

**Rob Bristow** and **Ian Knight** have been our technical advisers, keeping the website updated, helping with the Zoom lectures and now they are advising us regarding a potential new format for the membership records.

**Sally Meadows** has arranged all the lectures and liaises with the speakers, often with last-minute changes.

**Jane Perkins**, despite mobility problems, continues to liaise with the Garden office and organise the trained group of guides for a full programme of tours for adults and schools.

**Chris Purvis** continues to organise the very successful plant sales, often tending donated plants at home until the main events.

**Heather Dunford** and **Roderick Macleod** continue to keep everyone informed with the enews.

**Mike Austin** prepares all the envelopes for the newsletters and seed list and delivers the 1000's of letters to OnePost for distribution.

**Roger Mellors** and **Anne Brake** are tour guides and give talks to local groups for which donations are received, this year amounting to £850. Roger is also a garden volunteer and for many years has helped me manage the annual Jazz concert, including running the bar.

Our congratulations to the Garden Director, **Jane Memmott**, who was elected a Fellow of the Royal Society, to add to her OBE for services to insect pollinators and ecology; we sometimes forget what talent we have in our midst.

Thank you for the support of our President, **Jekka McVicar**, who continues to run her herb business, giving demonstrations and talks, as well as working with the RHS.

Last but by no means least, a big thank you to the **Garden Team** who work so hard and are always so cheerful and helpful: in the Garden Froggie, Andy, Penny, Vicky, Susan, as well as trainee Michaela and the latest recruit Shiwan, and in the office Corinne, Helen and Joyce.

And finally to **Nick Wray**, who has been project managing the Guangzhou development, whilst carrying out all the usual duties of Curator and formulating a business plan for future developments. Thank you for all the help, support and advice for over 25 years since I became a volunteer, especially for the regular discussions about the Friends, and most of all for your friendship. There have been some low times, especially with the threat of the closure of the Botanic Garden, but with everyone's help we have an amazing garden for visitors to enjoy.

There are many other people whom I have met over the years - those involved in the Committee, the Friends, the Volunteers and the Garden – thank you to everyone who has made my role so enjoyable. I know that everyone will support Lucy as she takes this on and I do hope she enjoys it as much as I have.

Thank you

**Pat Davie**

**Chair**

**February 2024**

## Membership report

Membership numbers for the year to 31 December 2023 (numbers in brackets are for 2022):

A total of **2428** (2823) members in **1605** (1806) households.

There were **35** (37) **Benefactor Members**. This reduction is due to two the death of two members of the Friends' committee, Paul Wood and Alice Maltby. There are 40 (40) **Life Members**.

As can be seen, Membership has decreased in 2023. The most crucial factor was the post Covid membership surge of 2022, when a record 599 new members joined the Friends, many of those (378) 64% did not renew in 2023. Other factors include the increase in the cost of the membership subscription and worldwide inflation, which could have affected the number of households joining in 2023. The combination of these factors led to the 14% drop in membership numbers.

This is my final membership report. I have had the privilege of managing the membership, of the Friends since 2019, over a period of unprecedented change. The fallout from the Coronavirus epidemic and lockdown is still being felt. Technological changes have, and continue, to move quickly. Some increase efficiency, others bring unforeseen problems.

I would like to thank all those people who have given me support during this time: the Botanic Garden office staff, past and present; the Garden team, the Welcome Lodge Volunteers, the Friends' committee, and Eva Barrett, who joined the Committee and team in March, Mike Austin for his superb efficiency with the Friends' newsletter mailings and One Post, Roderick MacLeod and Heather Dunford who manage the e-news, Jen Walker, who was a member of the team managing the Direct Debits until December 2022 and Sue Redfern who encouraged me to take on the challenge and has been a constant support and friend.

Sadly, I leave the role of membership secretary unfilled; the membership team NEEDS a Membership Secretary. Please consider volunteering for this interesting and varied role, it is not just about spreadsheets! I will be staying in a non-committee role to manage the Direct Debit and Standing Order payments until a new person is appointed. (Please contact Pat Davie for further information.)

**Sue Beech** (Retired Membership Secretary)

**On behalf of the membership team Sue Beech, Sue Redfern and Eva Barrett**

**February 2024**

## TRUSTEES' REPORT

### The Association of Friends of the University of Bristol Botanic Garden Hollybush Lane, Stoke Bishop, Bristol BS9 1JB Charity No. 291159 Report of the Trustees for the year ended 31st December 2023

#### Constitution

The objects of the Association are to advance public education in, and to promote research into, Botany and its related subjects and to publish useful results of such research. In pursuance of these objectives the Association supports the work and further development of the University of Bristol Botanic Garden.

The Garden is unique in the West Country and the plant collections have been chosen to provide teaching and research resources for the University. Its mission to educate, communicate and conserve has also established a valuable amenity for local schools and a cultural attraction for the public.

#### Committee

Management of the Association is vested in a Committee (the Trustees) and its powers and duties are set out in the Constitution, including the procedures for appointment, nomination and election. Regular meetings of the Committee provide opportunity to apply risk management criteria in the assessment of the viability of potential fund-raising initiatives, whilst being dutifully aware of its charitable objectives.

The following members served the Committee during the year:

Patricia Davie	Chair	Lucy Davies	Vice Chair
Paul Mugford	Treasurer	Chris Radford	Secretary
Susan Beech	Membership	Tony West	Susan Redfern
Jean Martin		Janet Hathway	Rebecca Tregarthen

Nicholas Wray, Curator of the Garden, and other volunteers as appropriate may attend Committee meetings in an *ex officio* capacity.

Important aspects of the Committee's role are to encourage new members of the Association and to stimulate interest in the Garden through a variety of events and activities. Income generated by such initiatives, and from members' subscriptions and donations, after meeting expenses, is used to support the maintenance and development of the Garden. The Committee acknowledges the support of those members who have become involved directly in Friends activities and 'hands-on' work in the Garden.

#### Accounting system

Our accounting system remains a simple cash book approach that is acceptable to the Charities Commission and reflects the straightforward financial activity of the Association. The cash book approach simply means that we record income and expenditure when it happens whilst taking care to note any significant items due (not paid or received) for the current year.

## **Income**

During the year membership subscriptions increased to £62,078 (£54,528), as have Benefactor member subscriptions £5,250 (£4,500). The annual jazz event generated a little less at £3584 due to increased costs. Plant sales amounted to £4,403 driven by Chris Radford and Chris Purvis. A further £455 was also raised through Christmas wreath and book sales.

Legacies and Donations have been low £1,277 (£3,547) with Gift Aid generating £10,097 (£11,669). The Education and Training Fund - set up in 2014 to enable the Garden to employ trainee horticulturalists - continues to benefit from subscriptions from our Benefactor and Corporate members along with Life Memberships. We also received a generous grant of £15,000 from The Stanley Smith UK Horticultural Trust to support Trainee costs.

Interest on deposits has increased to £3,234 (£456).

Subscription Income (Sub + GA) accounts for 72% (96%) of the Association's total income.

## **Use of Funds**

We continue to support the work of the Garden and during 2023 this included a regular maintenance and development payment amounting to £40,705 (£38,766); Trainee support at £17,786 (£21,040) NB. This should be around £25K p.a. but invoice dates vary, and, in addition, we have supported five one-off projects totalling £33,402.

Our most significant recurring operating cost, apart from the above, remains stationary, printing and postage, mainly for the newsletter and seedlist £14,739 (£9,659) due to rising costs.

Bank charges include Bank, Bureau – for Direct Debit maintenance -and Card fees.

## **Reserves**

Having set aside the Cecily Jones Trust Fund-£62,565 (we are custodians of the capital and can only use the interest) and the Education and Training Fund (ETF) at a nominal £50,000 we currently hold £43,205 (£45,930) in the general fund. The ETF underpins our undertaking to support further Trainee costs rolling over 2 years.

## **Investments**

All funds are held with either Lloyds Bank, Barclays Bank or Flagstone.

Our move to the Charity Aid Foundations (CAF) Charity Deposit Platform (CDP) and operated through Flagstone enables us to access a range of fixed term deposits, with minimal administration and inbuilt safeguards, for any funds that are not needed at short notice.

**Insurance** - The Association's activities are covered by a Public / Employers' Liability Insurance Policy under the Affiliated Societies Insurance Scheme operated by the Royal Horticultural Society.

**Independent examiner:** Ed Holcombe A.C.A

**By order of the Trustees**

**March 2024.**

**The Association of Friends of the University of Bristol Botanic Garden**  
**Registered Charity No 291159**

**Income and Expenditure account for the year ended 31 December 2023**

	2023		2022
	£		£
<b>INCOME</b>		<b>INCOME</b>	
Membership Subscriptions	62078		54528
Benefactor Membership	5250		4500
Corporate Membership	1650		1650
Stanley Smith UK Trainee Grant	15000		
Donations	1277		3547
Social Events - Jazz concert	4747		5240
Miscellaneous			120
Plant sales	4403		3090
Christmas wreath sales	233		357
Book Sales	222		10
Gift Aid (2021)	10097		11669
Interest on bank deposits etc.	3234		456
Visiting Speakers	850		610
Lectures	1820		
Sundry receipts / petty cash (rounding)	(1)		
	<u>110860</u>		<u>85778</u>
 <b>EXPENDITURE</b>		 <b>EXPENDITURE</b>	
Garden - Support and development	40705		38766
Garden - Information and improvements	33402		
Garden - Trainee	17786		21040
Social Events -Jazz Concert	1163		893
Lectures	2254		250
Term Deposits Management Fee (CAF/Flagstone)	361		
Banking Charges (Bank, BACS and Card)	2018		2122
Entertaining	362		78
Insurance & affiliation	135		125
Legal Fees			462
Stationery & Printing	7861		6265
Postage	6878		3394
Service charges	29		29
Sundry (Software)	452		146
Miscellaneous	137		459
	<u>113543</u>		<u>74030</u>
 <b>Surplus/(-) for the Year</b>	 <u><u>(2683)</u></u>	 <b>Surplus/(-) for the Year</b>	 <u><u>11748</u></u>
 <b>BALANCE SHEET as at 31st December</b>		 <b>BALANCE SHEET as at 31st December</b>	
<b>Net Assets</b>		<b>Net Assets</b>	
Barclays Bank C/A	4802		2572
Lloyds Bank C/A	-4902		12556
Lloyds Business Savings	1002		
Petty cash	221		131
Restricted: Barclays Bank (Education and Training Fund)	5123		5147
CAF CDP/ Flagstone	41569 )		
Restricted: CAFCDP / Flagstone - Education & Training	45000 )	CAFCDP / Flagstone	138048
Restricted: CAFCDP / Flagstone - Cecily Jones Trust	62565 )		
	<u>155380</u>		<u>158453</u>
 <b>Profit &amp; Loss Account</b>			
Brought forward	158453		146705
Net profit /(loss)	(2683)		11748
 <b>TOTAL FUNDS</b>	 <u><u>155770</u></u>		 <u><u>158453</u></u>

Approved on behalf of the Committee

**P Mugford (Honorary Treasurer) 31 January 2024**

**Independent Examiner - Ed Holcombe ACA**

# **Independent examiner's report to the Trustees of Association of friends of Bristol University Botanic Garden**

I report to the charity trustees on my examination of the accounts of the company for the year ended 31<sup>st</sup> December 2023 which are set out on pages 1 to 12.

## **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 report**

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 accounting records

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.

Signed:



Name: Edward Holcombe ACA

Institute of Chartered Accountants in England & Wales (ICAEW) – 3174840

Address: 4 Branscombe Road, Bristol, BS9 1SN

Date: 5<sup>th</sup> February 2024

**ASSOCIATION OF FRIENDS OF BRISTOL UNIVERSITY BOTANIC GARDEN**

England & Wales - Charity number 291159

---

# Accounts

---

**The Association of Friends of the University of Bristol Botanic Garden**  
**Registered Charity No 291159**

**Income and Expenditure account for the year ended 31 December 2022**

	2022		2021
	£		£
<b>INCOME</b>		<b>INCOME</b>	
Membership Subscriptions	54528		41,422
Benefactor Membership	4500		5,250
Corporate Membership	1650		1,150
Donations	3547		2,620
Social Events - Jazz concert	5240		2,550
Miscellaneous	120		
Plant sales	3090		1,165
Christmas wreath sales	357		
Gift Aid (2020)	11669		8,602
Interest on bank deposits etc.	456		521
Visiting Speakers	610		50
Book sales	10		
Sundry receipts / petty cash			
	<u>85778</u>		<u>63,330</u>
 <b>EXPENDITURE</b>		 <b>EXPENDITURE</b>	
Garden support and development	38766		36,780
Education & Training Support			
Garden Support - Trainee (Adj. for 2021 £7,050 provision)	21040		14,100
Social Events -Jazz Concert	893		662
Lectures	250		200
Bank charges	802		462
BACS Bureau	1158		
Card Charges (Sumup)	162		
Entertaining	78		40
Insurance & affiliation	125		110
Legal Fees	462		
Stationery & Printing	6265		5,699
Postage	3394		4,574
Service charges	29		22
Sundry (Software)	146		192
Miscellaneous	459		530
	<u>74030</u>		<u>63,371</u>
 <b>Surplus/(-) for the Year</b>	 <u><u>11748</u></u>	 <b>Surplus/(-) for the Year</b>	 <u><u>(41)</u></u>
 <b>BALANCE SHEET as at 31st December</b>		 <b>BALANCE SHEET as at 31st December</b>	
<b>Net Assets</b>		<b>Net Assets</b>	
Barclays Bank C/A	2572		37,386
Lloyds Bank C/A	12556		4,002
Petty cash	131		265
Restricted: Barclays Bank (Education and Training Fund)	5147		42,488
Restricted: CAF Charity Deposit Platform / Flagstone	138048		
Restricted: NS&I Investment (Cecily Jones Trust)			62,565
	<u>158453</u>		<u>146,706</u>
 <b>Profit &amp; Loss Account</b>			
Brought forward	146705		146,746
Net profit /(loss)	11748		(41)
 <b>TOTAL FUNDS</b>	 <u><u>158453</u></u>		 <u><u>146,705</u></u>

Approved on behalf of the Committee

**P Mugford (Honorary Treasurer) 31 January 2023**

**Independent Examiner - Ed Holcombe ACA**

## TRUSTEES' REPORT

### The Association of Friends of the University of Bristol Botanic Garden

Hollybush Lane, Stoke Bishop, Bristol BS9 1JB

Charity No. 291159

### Report of The Trustees for the year ended 31<sup>st</sup> December 2022

#### Constitution

The objects of the Association are to advance public education in, and to promote research into, Botany and its related subjects and to publish useful results of such research. In pursuance of these objectives the Association supports the work and further development of the University of Bristol Botanic Garden.

The garden is unique in the West Country and the plant collections have been chosen to provide teaching and research resources for the University. Its mission to educate, communicate and conserve has also established a valuable amenity for local schools and a cultural attraction for the public.

#### Committee

Management of the Association is vested in a Committee (the Trustees) and its powers and duties are set out in the Constitution, including the procedures for appointment, nomination and election. Regular meetings of the Committee provide opportunity to apply risk management criteria in the assessment of the viability of potential fund-raising initiatives, whilst being dutifully aware of its charitable objectives.

The following members served the Committee during the year:

Patricia Davie	Chair	Paul Mugford	Treasurer
Chris Radford	Secretary	Jean Martin	
Susan Beech	Membership	Tony West	Vice Chair
Susan Redfern		Janet Hathway	
Rebecca Tregarthen			

Paul Wood (Secretary) and Alice Maltby (Publicity and Marketing), both long term supporters and Committee members, have died. They will be sadly missed.

Nicholas Wray, Curator of the Garden, and other volunteers as appropriate may attend Committee meetings in an *ex officio* capacity.

Important aspects of the Committee's role are to encourage new members of the Association and to stimulate interest in the Garden through a variety of events and activities. Income generated by such initiatives, and from members' subscriptions and donations, after meeting expenses, is used to support the maintenance and development of the Garden. The Committee acknowledges the support of those members who have become involved directly in Friends activities and 'hands-on' work in the Garden.

#### Accounting system

Our accounting system is a simple cash book approach that is acceptable to the Charities Commission and reflects the straightforward financial activity of the Association. The cash book

approach simply means that we record income and expenditure when it happens whilst taking care to note any significant items due (not paid or received) for the current year.

## **Income**

During the year membership subscriptions increased significantly £54,528 (£41,422) with a decrease in our Benefactor member subscriptions £4,500 (£5,250). Covid restrictions were eased enabling a larger annual Jazz event that generated £4,347 (£1,888). We are also very grateful to Chris Purvis and Chris Radford who contributed an amazing £3,447 through plant sales and Xmas wreath workshops.

Legacies and Donations have seen a modest increase to £3,547 (£2,620) and work done around Gift Aid generated another £11,669 (£8,602). The Education and Training Fund - set up in 2014 to enable the Garden to employ trainee horticulturalists - continues to benefit from subscriptions from our Benefactor and Corporate members along with Life Memberships.

Subscription Income (Sub + GA) accounts for 96% of the Associations total Income (89%)

## **Use of Funds**

The excess of Income, after expenses, continues to support the work of the Garden and during 2022 including a regular maintenance and development payment amounting to £38,766 (£36,780) and Trainee support at £21,040 (£14,100) n.b. adjusted for 2021 £7,050.

Our most significant recurring operating cost, apart from the above, remains stationary, printing and postage, mainly for the newsletter and seed list – at £9,659 (£10,273).

New cost lines are BACS Bureau charges- due to enforced change and includes some 'one off' - and Card Charges - enabling the use of card readers. Legal fees relate to the Trust Deed changes required for the Cecily Jones Trust Fund and Miscellaneous includes a new screen for membership and Card readers – both one offs.

## **Reserves**

Having set aside the Cecily Jones Trust Fund - £62,565 (we are custodians of the capital and can use the interest) and the Education and Training Fund (ETF) nominal £50,000 (£42,488) we currently hold £45,930 (£41,388) in the general fund. The ETF underpins our undertaking to support further rolling Trainee costs and over 2 years.

## **Investments**

The NS&I account has been closed by transfer to a new Charity Aid Foundation (CAF) Charity Deposit Platform (CDP) managed by Flagstone. All remaining funds are still held with either Lloyds Bank or Barclays Bank. The move to the CAF/ CDP enables us to access a range of fixed term deposits with minimal administration and inbuilt safeguards.

**Insurance** - The Association's activities are covered by a Public / Employers' Liability Insurance Policy under the Affiliated Societies Insurance Scheme operated by the Royal Horticultural Society.

**Auditor - Independent examiner** Ed Holcombe A.C.A

**By order of the Trustees**

**March 2023.**

# **Independent examiner's report to the Trustees of Association of friends of Bristol University Botanic Garden**

I report to the charity trustees on my examination of the accounts of the company for the year ended 31<sup>st</sup> December 2022 which are set out on pages 1 to 12.

## **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 report**

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 accounting records

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.

Signed:



Name: Edward Holcombe ACA

Institute of Chartered Accountants in England & Wales (ICAEW) – 3174840

Address: 4 Branscombe Road, Bristol, BS9 1SN

Date: 21/02/2023

**ASSOCIATION OF FRIENDS OF BRISTOL UNIVERSITY BOTANIC GARDEN**

England & Wales - Charity number 291159

---

# Accounts

---

## **TRUSTEES' REPORT**

### **The Association of Friends of the University of Bristol Botanic Garden**

Hollybush Lane, Stoke Bishop, Bristol BS9 1JB

Charity No. 291159

### **Report of The Trustees for the year ended 31<sup>st</sup> December 2021**

#### **Constitution**

The objects of the Association are to advance public education in, and to promote research into, Botany and its related subjects and to publish useful results of such research. In pursuance of these objectives the Association supports the work and further development of the University of Bristol Botanic Garden.

The garden is unique in the West Country and the plant collections have been chosen to provide teaching and research resources for the University. Its mission to educate, communicate and conserve has also established a valuable amenity for local schools and a cultural attraction for the public.

#### **Committee**

Management of the Association is vested in a Committee (the Trustees) and its powers and duties are set out in the Constitution, including the procedures for appointment, nomination and election. Regular meetings of the Committee provide opportunity to apply risk management criteria in the assessment of the viability of potential fund-raising initiatives, whilst being dutifully aware of its charitable objectives.

The following members served the Committee during the year:

Patricia Davie	Chair	Paul Wood
Secretary		
Paul Mugford	Treasurer	Jean Martin
Susan Beech	Membership	Susan Redfern
Tony West	Vice Chair	Alice Maltby
Publicity		Marketing and

Nicholas Wray, Curator of the Garden, and other volunteers as appropriate may attend Committee meetings in an *ex officio* capacity.

Important aspects of the Committee's role are to encourage new members of the Association and to stimulate interest in the Garden through a variety of events and activities. Income generated by such initiatives, and from members' subscriptions and donations, after meeting expenses, is used to support the maintenance and development of the Garden. The Committee acknowledges the support of those members who have become involved directly in Friends activities and 'hands-on' work in the Garden.

#### **Accounting system**

Our accounting system is a simple cash book approach that is acceptable to the Charities Commission and reflects the straightforward financial activity of the

Association. The cash book approach simply means that we record income and expenditure when it happens whilst taking care to note any significant items due (not paid or received) for the current year.

## **Income**

During the year membership subscriptions were flat £41,422 (£41,555) with a small, but very welcome, increase in our Benefactor member subscriptions £5,250 (£4,875). Once again Covid restrictions prevented most events from going ahead so the opportunity to promote memberships, at the events, was lost. We were delighted to be able to hold a somewhat reduced Jazz event that generated £1,888. We are also very grateful to Chris Purvis who continued with plant sales from home and contributed an amazing £1,165.

Legacies and Donations have increased to £2,620 (£1,392) and work done around Gift Aid generated £8,602. With no events this year other income remains reduced.

The Education and Training Fund - set up in 2014 to enable the Garden to employ trainee horticulturalists - continues to benefit from subscriptions from our Benefactor and Corporate members along with Life Memberships.

Subscription Income accounts for 89% of the Associations total Income (93%)

## **Use of Funds**

The excess of Income, after expenses, continues to support the work of the Garden and during 2021 this included regular maintenance and development amounting to £36,780 (£36,380) and Trainee support at £14,100. We purchased a laptop (£500) for use by the membership team.

Our most significant recurring operating cost, apart from the above, remains stationary, printing and postage, mainly for the newsletter and seed list - which was maintained throughout - at £10,273 (£11,010). We continue to explore the use of email to help reduce costs.

The accounts include a provision of £7,050 for Trainee costs. Due for 2021 but not yet paid.

## **Reserves**

Having set aside the Cecily Jones Trust Fund of £62,565 (we are custodians of the capital and can only use the interest) and transferred funds into the Education and Training Fund (ETF) which now stands at £42,488 (£44,284)) we currently hold £41,388 in the general fund. The ETF underpins our undertaking to support further Trainee costs.

## **Investments**

The NS&I Investment Account is the home of the Cecily Jones Trust Fund. All remaining funds are held with either Lloyds Bank or Barclays Bank.

**Insurance** - The Association's activities are covered by a Public / Employers' Liability Insurance Policy under the Affiliated Societies Insurance Scheme operated by the Royal Horticultural Society.

**Auditor - Independent examiner** to be appointed following the sad death of Chris Starr a long term friend, and supporter, of the Garden.

**By order of the Trustees**

**March 2022.**

**The Association of Friends of the University of Bristol Botanic Garden  
Registered Charity No 291159**

**Income and Expenditure account for the year ended 31 December 2021**

	2021 £		2020 £
<b>INCOME</b>		<b>INCOME</b>	
Membership Subscriptions	41,422		41,555
Benefactor Membership	5,250		4,875
New Life Membership			625
Corporate Membership	1,150		
Legacies			
Donations	2,620		1,392
Social Events - Jazz concert	2,550		
Open Gardens			464
Plant sales	1,165		625
Gift Aid (2019)	8,602		
Interest on bank deposits etc.	521		532
Lectures	50		140
Book sales			
Sundry receipts / petty cash			
	<u>63,330</u>		<u>50,208</u>
<b>EXPENDITURE</b>		<b>EXPENDITURE</b>	
Garden support and development	36,780		36,380
Education & Training Support			(3,000)
Garden Support		Garden Furniture	
Garden Support - Trainee (Includes a £7,050 provision)	14,100		6,224
Garden Support - Alex Hertzal project			1,000
Social Events -Jazz Concert	662		
Lectures	200		186
Bank charges	462		390
Entertaining	40		
Insurance & affiliation	110		110
Stationery & Printing	5,699		6,716
Postage	4,574		4,394
Service charges	22		
Sundry (Software)	192		97
Petty Cash			100
Miscellaneous	530		27
	<u>63,371</u>		<u>52,624</u>
<b>Surplus/(-) for the Year</b>	<u>(41)</u>	<b>Surplus/(-) for the Year</b>	<u>(2,416)</u>
<b>BALANCE SHEET as at 31st December</b>		<b>BALANCE SHEET as at 31st December</b>	
<b>Net Assets</b>		<b>Net Assets</b>	
Barclays Bank C/A	37,386		25,646
Lloyds Bank C/A	4,002		14,124
Petty cash	265		128
Restricted: Barclays Bank (Education and Training Fund)	42,488		44,284
Restricted: NS&I Investment (Cecily Jones Trust)	62,565		62,565
	<u>146,706</u>		<u>146,746</u>
<b>Profit &amp; Loss Account</b>			
Brought forward	146,746		149,162
Net profit /(loss)	(41)		(2,416)
<b>TOTAL FUNDS</b>	<u>146,705</u>		<u>146,746</u>

Approved on behalf of the Committee

**P Mugford (Honorary Treasurer) 1 February 2021**

**Independent Examiner - Ed Holcombe ACA**

# **Independent examiner's report to the Trustees of Association of friends of Bristol University Botanic Garden**

I report to the charity trustees on my examination of the accounts of the company for the year ended 31<sup>st</sup> December 2021 which are set out on pages 1 to 12.

## **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 report**

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 accounting records

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.

Signed:



Name: Edward Holcombe ACA

Institute of Chartered Accountants in England & Wales (ICAEW) – 3174840

Address: 4 Branscombe Road, Bristol, BS9 1SN

Date: 21/02/2022

**ASSOCIATION OF FRIENDS OF BRISTOL UNIVERSITY BOTANIC GARDEN**

England & Wales - Charity number 291159

---

# Accounts

---

## **TRUSTEES' REPORT**

**The Association of Friends of the University of Bristol Botanic Garden  
Hollybush Lane, Stoke Bishop, Bristol -BS9 1JB**

**Charity No. 291159**

**Report of The Trustees for the year ended 31<sup>st</sup> December 202019**

### **Constitution**

**The objects of the Association are to advance public education in, and to promote research into, Botany and its related subjects and to publish useful results of such research. In pursuance of these objectives the Association supports the work and further development of the University of Bristol Botanic Garden.**

**The garden is unique in the West Country and the plant collections have been chosen to provide teaching and research resources for the University. Its mission to educate, communicate and conserve has also established a valuable amenity for local schools and a cultural attraction for the public.**

### **Committee**

**Management of the Association is vested in a Committee (the Trustees) and its powers and duties are set out in the Constitution, including the procedures for appointment, nomination and election. Regular meetings of the Committee provide opportunity to apply risk management criteria in the assessment of the viability of potential fund-raising initiatives, whilst being dutifully aware of its charitable objectives.**

**The following members served the Committee during the year:**

<b>Patricia Davie</b>	<b>Chair</b>
<b>Paul Mugford</b>	<b>Treasurer</b>
<b>Susan Beech</b>	<b>Membership Secretary</b>
<b>Tony West</b>	<b>Vice Chair</b>
<b>Alice Maltby</b>	
<b>Jean Martin</b>	
<b>Paul Wood</b>	
<b>Susan Redfern</b>	

**Nicholas Wray, Curator of the Garden, and ~~members of the newsletter editorial team~~ other volunteers as appropriate may attend Committee meetings in an *ex officio* capacity.**

**Important aspects of the Committee's role are to encourage new members of the Association and to stimulate interest in the Garden through a variety of events and activities. Income generated by such initiatives, and from members' subscriptions and donations, after meeting expenses, is used to support the maintenance and development of the Garden. The Committee acknowledges the support**

of those members who have become involved directly in Friends activities and 'hands-on' work in the Gardgarden.

## Accounting system

**Our accounting system is a simple cash book approach that is acceptable to the Charities Commission and reflects the straightforward financial activity of the Association.**

The change from an accruals approach in 2019 means that subscription income in 2019 includes December (early and around £3.5K) renewals for 2020 – hence what appears as a major increase that falls back in 2020. The cash book approach simply means that we now record income and expenditure when it happens.

## Income

**During the year membership subscriptions have decreased by ~~ve-~~ increased by 2111% (£10,0724994). Partly due to the change in our accounting practice but mainly due to cancelled events when we would expect to see an increase in members. For this year Gift Aid at £16,719 reflects recovery for three years (2016/17/18) and this, together subscriptions, Subscription Income accounts for 9372% of the Associations tTotal Income (2019 72%864%).**

**Legacies and ~~De~~Donations are reduced have been far less to at £1,3926,207 (20198 ££6,20718,082)**

The Jazz evening concert contributed an impressive £4,161, the Open Gardens event scheme a significant £3,875 along with Plant sales at £2,343 and a number of smaller items as shown. With no events this year other income is significantly reduced.

**The Education and Training Fund – set up in 2014 to include enabling the Garden to employ trainee horticulturalists – continues to benefit from subscriptions from our Benefactor and Corporate members along with Life Memberships.**

## Use of Funds

**The excess of Income, after expenses, continues to support the work of the Garden and during 2019 this included regular maintenance and development amounting to £36,3805,528 (20198 £35,5284,390); Trainee support £6,22412,881 and a contribution of £6000 towards the replacement garden furniture on the terrace. 1,000 for project work.**

**Our most significant recurring operating cost, apart from the above, remains station~~ary~~ary, printing and postage, mainly for the newsletter, at £11,010,972 (21098 £11,9727,895).**

## Reserves

**Having set aside the Cecily Jones Trust Fund of £62,565 and transferred funds into the along with £22,437 in the Education and Training Account-Fund (ETF) to make £44,284 (2019 £25,437) we currently hold £64,16139,898 in the general fund. The ETF underpins our undertaking to support further Trainee costs. As mentioned last year it is hoped that we can increase the Trainee support to two places in 2020.**

### **Investments**

**The NS&I Investment Account is the home of the Cecily Jones Trust Fund. This is a legacy from which we can only make use of the interest.**

**All remaining funds are held with either Lloyds Bank or Barclays Bank.**

### **Insurance**

**- The Association's activities are covered by a Public / Employers' Liability Insurance Policy under the Affiliated Societies Insurance Scheme operated by the Royal Horticultural Society.**

### **Auditor -**

**The Committee wishes to record its appreciation of Chris Starr's services in his capacity as Honorary Auditor.**

**By order of the Trustees**

**March 20210.**

**The Association of Friends of the University of Bristol Botanic Garden**  
**Registered Charity No 291159**

**Income and Expenditure account for the year ended 31 December 2020**

	2020		2019
	£		£
<b>INCOME</b>		<b>INCOME</b>	
Membership Subscriptions	41,555		51,752
Benefactor Membership	4,875		4,750
New Life Membership	625		625
Corporate Membership			2,650
Legacies			4,000
Donations	1,392		2,207
Social Events - Jazz concert			5,667
Open Gardens	464		3,875
Plant sales	625		2,343
Gift Aid (2016/17/18)			16,719
Interest on bank deposits etc.	532		566
Lectures	140		210
Book sales			89
Sundry receipts / petty cash			183
	<u>50,208</u>		<u>95,636</u>
<b>EXPENDITURE</b>		<b>EXPENDITURE</b>	
Garden support and development	36,380		35,528
Education & Training Support - Provision 2019 not needed	(3,000)		12,881
Garden Support		Garden Furniture	6,000
Garden Support - Trainee	6,224		
Garden Support - Alex Hertzal project	1,000		
Social Events -Jazz Concert			1,506
Lectures	186		739
Bank charges	390		496
Entertaining			249
Insurance & affiliation	110		110
Stationery & Printing	6,716		7,926
Postage	4,394		4,046
Sundry (Software)	97		199
Petty Cash	100		150
Miscellaneous	27		30
	<u>52,624</u>		<u>69,860</u>
<b>Surplus/(-) for the Year</b>	<u><u>-2,416</u></u>	<b>Surplus/(-) for the Year</b>	<u><u>25,776</u></u>
<b>BALANCE SHEET as at 31st December</b>		<b>BALANCE SHEET as at 31st December</b>	
<b>Net Assets</b>		<b>Net Assets</b>	
Barclays Bank C/A	25,646		28,506
Lloyds Bank C/A	14,124		35,384
Petty cash	128		270
Restricted: Barclays Bank (Education and Training Fund)	44,284	Provision - reversed 2020	(3,000)
Restricted: NS&I Investment (Cecily Jones Trust)	62,565		25,437
	<u>146,746</u>		<u>62,565</u>
			<u>149,162</u>
<b>Profit &amp; Loss Account</b>			
Brought forward	149,162		123,386
Net profit /(loss)	-2,416		25,776
<b>TOTAL FUNDS</b>	<u><u>146,746</u></u>		<u><u>149,162</u></u>

Approved on behalf of the Committee  
**P Mugford (Honorary Treasurer) 1 February 2021**

**Audit Report**

I have audited the financial statements for the year ended 31 December 2020 which, in my opinion, give a true and fair view of the financial position of the Association at that date and of its income and expenditure for the year.

**C Starr BA ACA (Honorary Auditor)**



010321

**The Association of Friends of the University of Bristol Botanic Garden**  
**Registered Charity No 291159**

**Income and Expenditure account for the year ended 31 December 2020**

	2020		2019
	£		£
<b>INCOME</b>		<b>INCOME</b>	
Membership Subscriptions	41,555		51,752
Benefactor Membership	4,875		4,750
New Life Membership	625		625
Corporate Membership			2,650
Legacies			4,000
Donations	1,392		2,207
Social Events - Jazz concert			5,667
Open Gardens	464		3,875
Plant sales	625		2,343
Gift Aid (2016/17/18)			16,719
Interest on bank deposits etc.	532		566
Lectures	140		210
Book sales			89
Sundry receipts / petty cash			183
	<b>50,208</b>		<b>95,636</b>
<b>EXPENDITURE</b>		<b>EXPENDITURE</b>	
Garden support and development	36,380		35,528
Education & Training Support - Provision 2019 not needed	(3,000)		12,881
Garden Support		Garden Furniture	6,000
Garden Support - Trainee	6,224		
Garden Support - Alex Hertzal project	1,000		
Social Events -Jazz Concert			1,506
Lectures	186		739
Bank charges	390		496
Entertaining			249
Insurance & affiliation	110		110
Stationery & Printing	6,716		7,926
Postage	4,394		4,046
Sundry (Software)	97		199
Petty Cash	100		150
Miscellaneous	27		30
	<b>52,624</b>		<b>69,860</b>
<b>Surplus/(-) for the Year</b>	<b>-2,416</b>	<b>Surplus/(-) for the Year</b>	<b>25,776</b>
<b>BALANCE SHEET as at 31st December</b>		<b>BALANCE SHEET as at 31st December</b>	
<b>Net Assets</b>		<b>Net Assets</b>	
Barclays Bank C/A	25,646		28,506
Lloyds Bank C/A	14,124		35,384
Petty cash	128		270
Restricted: Barclays Bank (Education and Training Fund)	44,284	Provision - reversed 2020	(3,000)
Restricted: NS&I Investment (Cecily Jones Trust)	62,565		25,437
	<b>146,746</b>		<b>62,565</b>
			<b>149,162</b>
<b>Profit &amp; Loss Account</b>			
Brought forward	149,162		123,386
Net profit /(loss)	-2,416		25,776
<b>TOTAL FUNDS</b>	<b>146,746</b>		<b>149,162</b>

Approved on behalf of the Committee  
**P Mugford (Honorary Treasurer) 1 February 2021**

**Audit Report**

I have audited the financial statements for the year ended 31 December 2020 which, in my opinion, give a true and fair view of the financial position of the Association at that date and of its income and expenditure for the year.

**C Starr BA ACA (Honorary Auditor)**



010321