

**THE SUSSEX AREA**  
**OF THE**  
**NATIONAL ASSOCIATION OF FLOWER ARRANGEMENT SOCIETIES**

**Charity Number 292377**

**REPORT OF THE TRUSTEES AND**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 30th SEPTEMBER 2025**

**THE SUSSEX AREA OF THE NATIONAL ASSOCIATION OF FLOWER  
ARRANGEMENT SOCIETIES**

**CONTENTS OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30th SEPTEMBER 2025**

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# **THE SUSSEX AREA OF THE NATIONAL ASSOCIATION OF FLOWER ARRANGEMENT SOCIETIES**

## **TRUSTEES' REPORT FOR THE YEAR ENDED 30th SEPTEMBER 2025**

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**Charity Name:** Sussex Area of National Association of Flower Arrangement Societies operating under the name of Flower Arranging & Design Sussex

**Registration No:** 292377

**Address** Fox Hill, Westward Lane, West Chiltington, West Sussex RH20 2PA

**Trustees :** Gaenor Circus - Chairman  
Brenda Bull, Vice Chairman and Treasurer  
Barbara Caldecourt - Chairman of the JDS&E Committee  
(Judges, Demonstrators, Speakers and Education)  
VACANT - Secretary  
Margaret Hayes - Ticketing Officer  
Margaret Moores - Programme Secretary  
VACANT - Media Officer

### **Structure, Governance & Management**

The Executive Committee of Sussex Area is made up of individual volunteers voted onto the Executive by Council. As well as being the members of the Area Executive Committee, they are also the Trustees of the charity. Council consists of representatives from all member clubs throughout Sussex. The members of those clubs are affiliated to the national organisation, i.e. NAFAS (National Association of Flower Arrangement Societies).

After the Executive, the principal committee of Sussex Area is the JDS&E committee, the Chairman of which is an Executive Committee member and a trustee. The role of this committee is to be responsible for the education and training of members in respect of the various disciplines, i.e. Judges, Demonstrators, Speakers and Education.

Sub-committees can be set up to organise events such as flower festivals, competitions etc. which the general public are able to attend.

The objects of Sussex Area are to advance public awareness and education in the art of flower arranging and related subjects in the Sussex Area and to further any other charitable purpose or purposes.

### **Chairman's Report**

Throughout my third year in office as Sussex Area Chairman, I have much enjoyed continuing to visit every club. It is with sadness though when I have had to report on the passing of long-standing members who have given so much to their clubs and our area.

We remember with affection Pat Wright (Little Common), Lyn Stratman (Burgess Hill), Christine Mitchell (Steyning), Judy Grout (West Bognor), Janice Smith (West Bognor), Joan Wright (West Bognor) and Sue Oliver (Horsham).

### **Club Closure:**

It was with a heavy heart that Worthing flower club decided to close in January after 70 years. Unfortunately, there was no one who could take on any of the officer roles. Some of the

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### **TRUSTEES' REPORT FOR THE YEAR ENDED 30th SEPTEMBER 2025**

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#### **Area Days**

We have held three Area Days this year, one being President's Day. These days continue to be very successful and well supported.

#### **Area Show**

This was our first Area Show since 2018 and was well attended with many members taking part in the competition. A wonderful demonstration in the afternoon was given by National demonstrator, Christopher White from Ireland. My thanks to Lesley Etherton (Competitions Secretary), Carol Lathleiff and Margaret Moores for all their help on the committee, to the Executive, members of Henfield Flower Club and many other members from other clubs who helped to make the show a success.

#### **JDSE committee:**

In October 2024, the committee continued the 5-week series of Beginner Classes, which had started in September. In November Christina Curtis and Linda Porrett ran a joint Christmas workshop.

A multi-discipline refresher day was held in March 2025 with Michael Bowyer. In April a workshop was led by Ellouise Hasler-Stott from Kent Floral Art at Broad Oak, and a second 5-week Beginners 2 series of classes in April / May with Barbara Hoy as tutor. In July, Linda Porrett led a Petite workshop in Thakeham.

#### **Area Demonstrators**

Three Sussex members passed their demonstrators' test in June. Congratulations to Brenda Bull, Mo Dorking and Duncan Ward.

#### **National Judge**

Congratulations to Linda Porrett who passed her National Judges' test in June.

#### **National Show in Gloucester Cathedral – September 2025**

Many congratulations to all our Sussex members who competed at this show, three of whom picked up major awards:

#### **Linda Porrett**

Best in Show and two 1<sup>st</sup> Awards

**Stephen McDonnell-Daly** – 1<sup>st</sup> Award in the Area Class

Very Highly Commended with Best Use of Colour Award

**Ann Kennedy** – Best Use of Creativity Award and 1<sup>st</sup> Award

## **THE SUSSEX AREA OF THE NATIONAL ASSOCIATION OF FLOWER ARRANGEMENT SOCIETIES**

### **TRUSTEES' REPORT FOR THE YEAR ENDED 30th SEPTEMBER 2025**

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Our other competitors were:

Barbara Hoy and Paula Richardson (Club Class)  
Brenda Bull – 3<sup>rd</sup>  
Sue Flight – Very Highly Commended  
Maggie Hayes  
Wendy Jacques  
Jennifer Noble – Very Highly Commended  
Wendy Parsons - Commended

#### **Newsletter**

Duncan, our newsletter editor, continues to produce colourful and interesting monthly digital newsletters for our members to enjoy.

#### **Club Anniversaries**

Three of our clubs celebrated anniversaries this year:

Crowborough – 45 years  
Seaford Evening – 45 years  
Stevington – 60 years

#### **Club Officers' days**

We tend to hold these twice a year - once in the spring and the other in the autumn, and they are well attended.

#### **Disaffiliation**

Following an earlier member meeting in June this year, we held an EGM in August at which member clubs voted by a wide margin for Sussex Area to disaffiliate from NAFAS. Notice was given to NAFAS following the decision at the EGM and we are now working towards a disaffiliation date of 31<sup>st</sup> December 2025.

#### **The Sussex Kidney Trust**

This is a charity which was founded in 1967 by the Sussex Area of NAFAS and it is still run by a voluntary committee of our Area. Although we are not in a position to give direct financial support, we do give them every encouragement whenever the opportunity arises.

In November, we say goodbye to Vanessa (Jeffries), our Flower Arranger Officer and Jenny (Foster-Smith), our Publications Officer who have both fully embraced their roles. We shall miss them very much as part of the team.

I would like to thank Ruth (Collingridge), our Area President, for the support and encouragement she has given me. My thanks also go to the Executive for their support – Brenda (Bull), Area Treasurer, Barbara (Caldecourt), JDS&E Chairman, Margaret (Moore), Area Programme Secretary, Maggie (Hayes), Ticket Officer, and also Christina (Curtis) for helping me with the Minutes at our Council meetings.

## **THE SUSSEX AREA OF THE NATIONAL ASSOCIATION OF FLOWER ARRANGEMENT SOCIETIES**

### **TRUSTEES' REPORT FOR THE YEAR ENDED 30th SEPTEMBER 2025**

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Duncan (Ward), the Editor of our Area Newsletter, does sterling work in producing a brilliant monthly digital newsletter for us all to enjoy. Thank you Duncan, and also for your support.

In particular, I would like to say how very much I appreciate the wise counsel of Barbara (Harris) who helped with the re-drafting of our Constitution, and also Jean (Plaskett).

And last, but certainly not least, a big thank you to all our members who have fully played their part in the processes surrounding our disaffiliation from NAFAS. And a special word of thanks to those clubs who did not vote for disaffiliation but have accepted the decision and wish to continue being involved in Sussex. I appreciate this very much and my thanks to you all for the support you have given me.

I know how much work you all put in to keeping your clubs active and it has been a pleasure visiting every club on my 'club crawls' this year and being invited to numerous Open evenings and special anniversary events which have all been so enjoyable.

I am sure as we all work towards a new independent Sussex in 2026, our great clubs and talented members will stand us in good stead

#### **Reserves Policy**

It is the policy of the charity to maintain reserves at a level that equates to approximately 18 months of expenditure. This provides sufficient funds to cover operating expenses related to planned events. The charity is generally looking forward 18 months to 2 years and hence maintains reserves to cover this period. The reserves and reserves policy are reviewed regularly.

## **THE SUSSEX AREA OF THE NATIONAL ASSOCIATION OF FLOWER ARRANGEMENT SOCIETIES**

### **TRUSTEES' REPORT FOR THE YEAR ENDED 30th SEPTEMBER 2025**

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#### **Trustees' Responsibilities**

Charity law requires the Trustees to prepare financial statements for each financial year and to show a true and fair state of the affairs of the charity at the end of the financial period and of the incoming resources and application of the resources in the period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and accounting estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice have been followed subject to any material departures disclosed and explained in the financial statements
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011. They are responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the board of Trustees  
and signed on its behalf by

Gaenor Circus  
Area Chairman

Date:

Charity Contact Address - Fox Hill, Westward Lane, West Chiltington, West Sussex RH20 2PA

**INDEPENDENT EXAMINERS REPORT TO**  
**THE SUSSEX AREA OF THE NATIONAL ASSOCIATION OF FLOWER**  
**ARRANGEMENT SOCIETIES**

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This report is on the financial statements of the Sussex Area of the National Association of Flower Arrangement Societies for the year ended 30th September 2025.

Respective responsibilities of Trustees and the Independent Examiner

The Charity's trustees are responsible for the preparation of the financial statements.  
The Charity's trustees consider that an audit is not required for this year (under section 145(1) of the Charities Act 2011 (the Act)) and that an independent examination is needed.  
It is my responsibility to:

- examine the financial statements (under section 145(1) of the Act)
- to follow the guidelines laid down by the Guidance for Auditors and Independent Examiners (2012) given by the Charity Commission.
- to state whether particular matters have come to my attention.

Basis of independent examiners report

My examination was carried out in accordance with the General Guidance given by the Charity Commissioners.

An examination includes a review of the accounting records kept by the charity and a comparison of the financial statements presented with those records with the financial statements. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required by an audit and consequently I do not express an audit opinion on the view given by the financial statements.

Independent examiners statement

In connection with my examination no matter has come to my attention

- (a) which gives me reasonable cause to believe that in any material respect the requirements to keep proper accounting records and to prepare financial statements which accord with the accounting records and comply with the 2011 Act have not been met or
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached

Andrew Cunningham



Date:

7/11/2025



# **THE SUSSEX AREA OF THE NATIONAL ASSOCIATION OF FLOWER ARRANGEMENT SOCIETIES**

## **STATEMENT OF FINANCIAL ACTIVITY FOR THE YEAR ENDED 30th SEPTEMBER 2025**

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total 2025 £</b>	<b>Total 2024 £</b>
<b><u>Incoming Resources</u></b>				
Voluntary Income	-	-	-	100
Activities for Generating Funds	26,594	-	26,594	27,708
Investment Income	648	-	648	145
	<u>27,242</u>	<u>-</u>	<u>27,242</u>	<u>27,953</u>
Activities in furtherance of the Charity's objectives	13,793	-	13,793	10,228
<b>Total Incoming Resources</b>	<u>41,035</u>	<u>-</u>	<u>41,035</u>	<u>38,181</u>
<b><u>Resources Expended</u></b>				
<b>Cost of Generating Funds</b>				
Voluntary Income	-	-	-	-
Activities for generating funds	19,472	-	19,472	16,174
	<u>19,472</u>	<u>-</u>	<u>19,472</u>	<u>16,174</u>
<b>Activities in furtherance of the charity's objectives</b>	17,414	-	17,414	11,171
<b>Support Costs</b>	1,983	-	1,983	1,200
<b>Governance Costs</b>	1,317	-	1,317	1,395
<b>Other Resources expended</b>	-	-	-	-
<b>Total Resources expended</b>	<u>40,186</u>	<u>-</u>	<u>40,186</u>	<u>29,940</u>
<b>Net Incoming/(Outgoing) resources (before transfers)</b>	849	-	849	8,241
<b>Gross Transfer between funds</b>				-
<b>Net Incoming/(Outgoing) resources before other recognised gains/losses</b>	849	-	849	8,241
<b>Gains/losses (on revaluation/assets)</b>	-	-	-	-
<b>Net movement in funds</b>	849	-	849	8,241
<b>Total funds brought forward</b>	61,169	-	61,169	52,928
<b>Total funds carried forward</b>	<u>62,018</u>	<u>-</u>	<u>62,018</u>	<u>61,169</u>

**THE SUSSEX AREA OF THE NATIONAL ASSOCIATION OF FLOWER  
ARRANGEMENT SOCIETIES**

**BALANCE SHEET  
AS AT 30th SEPTEMBER 2025**

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total 2025 £</b>	<b>Total 2024 £</b>
<b>Fixed Assets</b>	508	-	508	508
<b>Current Assets</b>				
Cash at bank	10,093	-	10,093	11,421
Cash on Deposit	54,864	-	54,864	53,216
Cash in hand	230	-	230	167
Stock in hand	590	-	590	784
	65,777	-	65,777	65,588
<b>Creditors (amounts falling due within 1 year)</b>				
Affiliation fees in advance	-	-	-	660
Creditors	4,267	-	4,267	4,267
	4,267	-	4,267	4,927
<b>Net Current Assets</b>	61,510	-	61,510	60,661
<b>Total Assets less Current Liabilities</b>	62,018	-	62,018	61,169
represented by				
<b>Funds of the Charity</b>				
Balance brought forward	61,169	-	61,169	52,928
Surplus/(deficit) in the year	849	-	849	8,241
Balance carried forward	62,018	-	62,018	61,169

# **THE SUSSEX AREA OF THE NATIONAL ASSOCIATION OF FLOWER ARRANGEMENT SOCIETIES**

## **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30th SEPTEMBER 2025**

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### **1 Basis of Preparation**

#### **1a Basis of accounting**

The financial statements have been prepared on the accruals basis and in accordance with applicable accounting standards as set out in the guidelines laid down by the Guidance for Auditors and Independent Examiners (2012) given by the Charity Commission.

#### **1b Change in basis of accounting**

There has been no change to the accounting policies (valuation rules and methods of accounting) since last year.

#### **1c Change to previous financial statements**

There has been no change to the previous year's financial statements or their format.

#### **1d Accounting policies**

Unrestricted funds are available for the use at the discretion of the Trustees.

Income is recognised in the Statement of Financial of Activities (SOFA) on an accruals basis. Income for specific events is recognised as income when it is attributable to the event

Interest arising on the bank deposits is credited to the financial statements when it is received

All liabilities are recognised as soon as there is a legal or constructive obligation committing the Charity resources.

Governance costs include costs of preparation and examination of the Statutory financial statements, the costs to pay out Trustees meeting and costs of any legal advice to the Trustees on governance or constitutional matters.

Support costs have not been allocated to activity cost categories.

#### **1e Tangible fixed assets**

Tangible fixed assets for the use by the Charity are capitalised where they can be used for more than one year and if their category cost is more than £500. They are valued at cost or, if gifted, at the value to the Charity of their cash in hand value, or probate value.

#### **1f Stock**

Stock is valued at the lower of cost or its realisable value.

# **THE SUSSEX AREA OF THE NATIONAL ASSOCIATION OF FLOWER ARRANGEMENT SOCIETIES**

## **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30th SEPTEMBER 2025**

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total 2025 £</b>	<b>Total 2024 £</b>
<b>2 Incoming Resources</b>				
<b>2a Voluntary Income</b>				
Donations & Gifts - General	-	-	-	100
	-	-	-	100
<b>2b Activities for generation funds</b>				
Members Days	12,724	-	12,724	13,418
Affiliation Fees	13,870	-	13,870	14,290
	26,594	-	26,594	27,708
<b>2c Activities in furtherance of the Charity's objectives</b>				
Area Show	3,797	-	3,797	-
The Flower Arranger	4,433	-	4,433	4,620
J.D.S.E Training	1,847	-	1,847	1,740
J.D.S.E Workshop	1,936	-	1,936	1,730
Publications/Sales	905	-	905	1,814
Sales Table	604	-	604	-
Raffle	271	-	271	324
Sundries	-	-	-	-
	13,793	-	13,793	10,228
<b>2d Investment Income</b>				
Bank Interest	648	-	648	145
	648	-	648	145
<b>3 Resources Expended</b>				
<b>3a Voluntary Income</b>				
Donations and Gifts - General	-	-	-	-
<b>3b Activities for generating funds</b>				
Members Days	9,069	-	9,069	5,539
Affiliation Fees	10,403	-	10,403	10,635
	19,472	-	19,472	16,174

# **THE SUSSEX AREA OF THE NATIONAL ASSOCIATION OF FLOWER ARRANGEMENT SOCIETIES**

## **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30th SEPTEMBER 2025**

	Unrestricted Funds	Restricted Funds	Total 2025	Total 2024
<b>3c Activities in furtherance of the Charity's objectives</b>				
Chairman's Forum	572	-	572	359
Area Show	5,391	-	5,391	793
Workshops	1,542	-	1,542	1,481
The Flower Arranger	4,418	-	4,418	4,924
Competition Bursary	1,421	-	1,421	-
J.D.S.E Expenses	676	-	676	470
J.D.S.E Training	2,021	-	2,021	858
Media	334	-	334	1,106
Sales Table	238	-	238	-
Sales and Publications	801	-	801	1,180
	<u>17,414</u>	<u>-</u>	<u>17,414</u>	<u>11,171</u>
<b>4 Support Costs</b>				
<b>Activities in furtherance of the Charity's objectives</b>				
Hire of halls	697	-	697	510
Council & AGM Expenses	572	-	572	-
Zoom	156	-	156	156
Storage	-	-	-	-
Insurance	558	-	558	534
	<u>1,983</u>	<u>-</u>	<u>1,983</u>	<u>1,200</u>
<b>5 Governance Costs</b>				
Executive Committee's Expenses	647	-	647	307
Independent Examiner's Fee	400	-	400	400
Printing, Stationery and Admin	112	-	112	174
Sundry Expenses	158	-	158	514
	<u>1,317</u>	<u>-</u>	<u>1,317</u>	<u>1,395</u>

### **6 Gross Transfers between funds**

During the year no amounts were transferred between funds

### **7 Gains and losses (on revaluation/assets)**

There were no assets disposed of or revalued during the year