

**Report of the Trustees and
Unaudited Financial Statements For The Year Ended
31 December 2020**

**for
High Beeches Gardens Conservation Trust**

AKP Affinity
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RH12 3JJ

High Beeches Gardens Conservation Trust

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High Beeches Gardens Conservation Trust

Report of the Trustees for the year ended 31 December 2020

The trustees present their report with the financial statements of the charity for the year ended 31 December 2020. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

299134

Principal address

The High Beeches
Handcross
West Sussex
RH17 6HQ

Trustees

Mrs A Boscawen
Mrs S K Bray
Mr J M Bray
Sir Philip Warner Bt.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

OBJECTIVES AND ACTIVITIES

Objectives and aims

The charity's activities relate to the land and buildings held in trust adjacent to The High Beeches, Handcross, West Sussex.

The trust land must be used for the enjoyment of the public and for the purpose of research by the growth and propagation of trees and plants with a view to the furtherance of the study and science of botany, the increase and dissemination of the knowledge in respect thereof, the improvement of the methods and practice of horticulture, the promotion of the conservation of nature, especially those rarer species of plants and trees in danger of loss of cultivation and for the benefit of the public.

ON BEHALF OF THE BOARD:

Mrs S K Bray - Trustee

7 June 2021

High Beeches Gardens Conservation Trust

Statement of Financial Activities for the year ended 31 December 2020

| | | Unrestricted funds £ | Restricted funds £ | 2020 Total funds £ | 2019 Total funds £ |
|--|-------|----------------------------|--------------------------|-----------------------------|-----------------------------|
| | Notes | | | | |
| INCOMING RESOURCES | | | | | |
| Incoming resources from generated funds | | | | | |
| Activities for generating funds | 2 | 81,748 | | 81,748 | 77,840 |
| Investment income | 3 | 15,495 | - | 15,495 | 15,069 |
| Total incoming resources | | <u>97,243</u> | <u>-</u> | <u>97,243</u> | <u>92,909</u> |
| RESOURCES EXPENDED | | | | | |
| Costs of generating funds | | | | | |
| Fundraising trading: cost of goods sold and other Costs | | 74,090 | - | 74,090 | 66,116 |
| Other resources expended | | <u>33,045</u> | <u>-</u> | <u>33,045</u> | <u>31,171</u> |
| Total resources expended | | <u>107,135</u> | <u>-</u> | <u>107,135</u> | <u>97,287</u> |
| NET INCOMING/(OUTGOING) RESOURCES | | | | | |
| | | (9,892) | - | (9,892) | (4,378) |
| Other recognised gains/losses | | | | | |
| Gains/losses on investment assets | | <u>32,357</u> | <u>-</u> | <u>32,357</u> | <u>76,028</u> |
| Net movement in funds | | <u>22,465</u> | | <u>22,465</u> | <u>71,650</u> |
| RECONCILIATION OF FUNDS | | | | | |
| Total funds brought forward | | <u>1,141,541</u> | <u>10,537</u> | <u>1,152,078</u> | <u>1,080,428</u> |
| TOTAL FUNDS CARRIED FORWARD | | <u><u>1,164,006</u></u> | <u><u>10,537</u></u> | <u><u>1,174,543</u></u> | <u><u>1,152,078</u></u> |

The notes form part of these financial statements

High Beeches Gardens Conservation Trust

Balance Sheet At 31 December 2020

| | Notes | Unrestricted funds £ | Restricted funds £ | 2020 Total funds £ | 2019 Total funds £ |
|--|-------|----------------------------|--------------------------|-----------------------------|-----------------------------|
| FIXED ASSETS | | | | | |
| Tangible assets | 6 | 602,305 | - | 602,305 | 624,246 |
| Investments | 7 | 538,272 | - | 538,272 | 505,915 |
| | | <u>1,140,577</u> | <u>-</u> | <u>1,140,577</u> | <u>1,130,161</u> |
| CURRENT ASSETS | | | | | |
| Stocks | 8 | 1,133 | - | 1,133 | 1,700 |
| Debtors | 9 | 6,618 | - | 6,618 | 6,601 |
| Cash at bank and in hand | | 20,185 | 10,537 | 30,722 | 17,660 |
| | | <u>27,936</u> | <u>10,537</u> | <u>38,473</u> | <u>25,961</u> |
| CREDITORS | | | | | |
| Amounts falling due within one year | 10 | (4,507) | - | (4,507) | (4,044) |
| NET CURRENT ASSETS | | <u>23,429</u> | <u>10,537</u> | <u>33,967</u> | <u>21,917</u> |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | <u>1,164,006</u> | <u>10,537</u> | <u>1,174,543</u> | <u>1,152,078</u> |
| NET ASSETS | | <u>1,164,006</u> | <u>10,537</u> | <u>1,174,543</u> | <u>1,152,078</u> |
| FUNDS | 11 | | | | |
| Unrestricted funds | | | | 1,164,006 | 1,141,541 |
| Restricted funds | | | | <u>10,537</u> | <u>10,537</u> |
| TOTAL FUNDS | | | | <u>1,174,543</u> | <u>1,152,078</u> |

The financial statements were approved by the Board of Trustees on 7 June 2021 and were signed on its behalf by:

Mrs S K Bray -Trustee

The notes form part of these financial statements

High Beeches Gardens Conservation Trust

Notes to the Financial Statements for the year ended 31 December 2020

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Charities Act 1993 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

| | |
|----------------------------|---------------------------|
| Buildings and improvements | - 2% on cost |
| Leasehold properties | - 2% on cost |
| Garden fencing | - 10% on reducing balance |
| Garden equipment | - 25% on reducing balance |
| Computer equipment | - 25% on reducing balance |

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. ACTIVITIES FOR GENERATING FUNDS

| | 2020 | 2019 |
|--------------------------|---------------|---------------|
| | £ | £ |
| Donations | 1,500 | 3,550 |
| Gate receipts | 41,286 | 35,318 |
| Sale of guide books | 39 | 240 |
| Contract receipts | 1,000 | 1,000 |
| Rents received | 37,923 | 37,722 |
| Deposit account interest | - | 10 |
| | <u>81,748</u> | <u>77,840</u> |

High Beeches Gardens Conservation Trust

**Notes to the Financial Statements - continued
for the year ended 31 December 2020**

3. INVESTMENT INCOME

| | 2020 | 2019 |
|--------------------|---------------|---------------|
| | £ | £ |
| Dividends received | <u>15,495</u> | <u>15,069</u> |

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2020 nor for the year ended 31 December 2019.

Trustees' Expenses

There were no trustees' expenses paid for the year ended 31 December 2020 nor for the year ended 31 December 2019.

5. STAFF COSTS

| | 2020 | 2019 |
|--------------------|---------------|---------------|
| | £ | £ |
| Wages and salaries | <u>35,144</u> | <u>39,563</u> |

High Beeches Gardens Conservation Trust

Notes to the Financial Statements - continued for the year ended 31 December 2020

6. TANGIBLE FIXED ASSETS

| | Buildings and improvements £ | Leasehold properties £ | Garden fencing £ |
|----------------------------------|------------------------------------|------------------------------|------------------------|
| COST | | | |
| At 1 January 2020 | 707,465 | 320,000 | 27,523 |
| Additions/ (Disposals) | - | - | 326 |
| At 31 December 2020 | 707,465 | 320,000 | 27,849 |
| DEPRECIATION | | | |
| At 1 January 2020 | 288,811 | 128,000 | 20,513 |
| Charge for year/ (On disposals) | 13,916 | 6,400 | 731 |
| At 31 December 2020 | 302,727 | 134,400 | 21,244 |
| NET BOOK VALUE | | | |
| At 31 December 2020 | 404,738 | 185,600 | 6,605 |
| At 31 December 2019 | 418,654 | 192,000 | 7,010 |
| | Garden equipment £ | Computer equipment £ | Totals £ |
| COST | | | |
| At 1 January 2020 | 45,427 | 2,375 | 1,102,790 |
| Additions / (Disposals) | - | 624 | 950 |
| At 31 December 2020 | 45,427 | 2,999 | 1,103,740 |
| DEPRECIATION | | | |
| At 1 January 2020 | 38,935 | 2,285 | 478,544 |
| Charge for year / (On disposals) | 1,623 | 221 | 22,891 |
| At 31 December 2020 | 40,558 | 2,506 | 501,435 |
| NET BOOK VALUE | | | |
| At 31 December 2020 | 4,869 | 493 | 602,305 |
| At 31 December 2019 | 6,492 | 90 | 624,246 |

High Beeches Gardens Conservation Trust

Notes to the Financial Statements - continued for the year ended 31 December 2020

7. FIXED ASSET INVESTMENTS

| | Listed investments £ |
|---------------------------|----------------------------|
| MARKET VALUE | |
| At 1 January 2020 | 505,915 |
| Additions | - |
| Disposals | - |
| Revaluations | 32,357 |
| | <u>538,272</u> |
| At 31 December 2020 | <u>538,272</u> |
| NET BOOK VALUE | |
| At 31 December 2020 | <u>538,272</u> |
| At 31 December 2019 | <u>505,915</u> |

There were no investment assets outside the UK.

8. STOCKS

| | 2020 £ | 2019 £ |
|--------|--------------|--------------|
| Stocks | <u>1,133</u> | <u>1,700</u> |

9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 2020 £ | 2019 £ |
|---------------|--------------|--------------|
| Other debtors | <u>6,618</u> | <u>6,601</u> |

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 2020 £ | 2019 £ |
|------------------------------|--------------|--------------|
| Taxation and social security | 2,205 | 1,753 |
| Other creditors | <u>2,302</u> | <u>2,291</u> |
| | <u>4,507</u> | <u>4,044</u> |

High Beeches Gardens Conservation Trust

Notes to the Financial Statements - continued for the year ended 31 December 2020

11. MOVEMENT IN FUNDS

| | At 1/1/20 £ | Net movement in funds £ | At 31/12/20 £ |
|---------------------------|------------------|-------------------------------|------------------|
| Unrestricted funds | | | |
| General fund | 1,141,541 | 22,465 | 1,164,006 |
| Restricted funds | | | |
| General fund | 10,537 | - | 10,537 |
| TOTAL FUNDS | <u>1,152,078</u> | <u>22,465</u> | <u>1,174,543</u> |

Net movement in funds, included in the above are as follows:

| | Incoming resources £ | Resources expended £ | Gains and losses £ | Movement in funds £ |
|---------------------------|----------------------------|----------------------------|--------------------------|---------------------------|
| Unrestricted funds | | | | |
| General fund | 97,243 | 107,135 | 32,357 | 22,465 |
| Restricted funds | | | | |
| General fund | - | - | - | - |
| TOTAL FUNDS | <u>97,243</u> | <u>107,135</u> | <u>32,357</u> | <u>22,465</u> |

High Beeches Gardens Conservation Trust

Detailed Statement of Financial Activities for the year ended 31 December 2020

| | 2020 £ | 2019 £ |
|--|-----------|-----------|
| INCOMING RESOURCES | | |
| Activities for generating funds | | |
| Donations | 1,500 | 3,550 |
| Gate receipts | 41,286 | 35,318 |
| Sale of guide books | 39 | 240 |
| Contract receipts | 1,000 | 1,000 |
| Rents received | 37,923 | 37,722 |
| Deposit account interest | - | 10 |
| | <hr/> | <hr/> |
| | 81,748 | 77,840 |
| Investment income | | |
| Dividends received | 15,495 | 15,069 |
| | <hr/> | <hr/> |
| Total incoming resources | 97,243 | 92,909 |
| RESOURCES EXPENDED | | |
| Fundraising trading: cost of goods sold and other costs | | |
| Garden maintenance and tools | 20,649 | 8,266 |
| Garden sundries | 2,495 | 492 |
| Staff costs and pensions | 36,771 | 41,169 |
| Insurance | 3,476 | 3,211 |
| Fuel | 516 | 715 |
| Catering | 491 | 450 |
| Rates | 2,517 | 4,521 |
| Light and heat | 750 | 568 |
| Staff training | 610 | - |
| Cleaning | - | 214 |
| Advertising | 5,815 | 6,510 |
| | <hr/> | <hr/> |
| | 74,090 | 66,116 |
| Support costs | | |
| Finance | | |
| Motor running expenses | 402 | 331 |
| Subscriptions | 2,005 | 1,550 |
| Telephone | 316 | 517 |
| Postage and stationery | 25 | 41 |
| Computer running costs | 1,413 | 943 |
| Accountancy fees | 2,150 | 2,150 |
| Payroll fees | 605 | 605 |
| Travelling and subsistence | 42 | 448 |
| Legal and professional fees | 3,196 | 1,804 |
| Depreciation of leasehold properties | 6,400 | 6,400 |
| Depreciation of buildings and improvements | 13,916 | 13,954 |
| | <hr/> | <hr/> |
| Carried forward | 30,470 | 28,723 |

This page does not form part of the statutory financial statements

High Beeches Gardens Conservation Trust

Detailed Statement of Financial Activities for the year ended 31 December 2020

| | 2020 £ | 2019 £ |
|--|---------------|---------------|
| Finance | | |
| Brought forward | 30,470 | 28,723 |
| Depreciation of garden fencing | 731 | 717 |
| Depreciation of garden equipment | 1,623 | 1,686 |
| Depreciation of computer equipment | 221 | 45 |
| | <u>33,045</u> | <u>31,171</u> |
| Total resources expended | 107,135 | 97,287 |
| | <u></u> | <u></u> |
| Net expenditure before gains and losses | (9,892) | (4,378) |
| | <u></u> | <u></u> |
| Realised recognised gains and losses | | |
| Gain/(loss) on fixed asset investment | 32,357 | 76,028 |
| | <u>22,465</u> | <u>71,650</u> |
| Net income/(expenditure) | <u>22,465</u> | <u>71,650</u> |

This page does not form part of the statutory financial statements