

**05673816 (ENGLAND & WALES)**

**CHARITY REGISTERED NUMBER: 1119592**



**DIRECTORS' AND TRUSTEES' REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 JANUARY 2018**



**THE CHESHIRE GARDENS TRUST**  
**DIRECTORS' AND TRUSTEES' REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 JANUARY 2018**

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**THE CHESHIRE GARDENS TRUST**  
**LEGAL AND ADMINISTRATIVE INFORMATION**

**Company Number:** 05673816 (England & Wales)

**Registered Charity Number:** 1119592

**Patron:** The Viscount Ashbrook

**Directors:** E M Bennis  
J M Uings  
R D Brown (resigned April 2017)  
V Hainsworth (resigned April 2017)  
C Wilcox-Baker  
S Bartlett  
G Darlington (from April 2017)  
M Blowey (from April 2017)  
D Cash (from April 2017)

**Secretary:** J M Uings

**Registered Office:** 26 Sandford Road  
Sale  
Cheshire  
M33 2PS

**Bankers:** CAF Bank Limited

**THE CHESHIRE GARDENS TRUST**  
**DIRECTORS' AND TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31 JANUARY 2018**

The Council of Management presents its report with the financial statements of the charity for the Year ended 31 January 2018.

**Structure, Governance and Management**

***Governing document***

The charity is governed by its Memorandum and Articles of Association.

The objects of the Trust are:

- 1 To promote the education of the public in fine arts, crafts, sciences and all other matters connected with designed landscapes; and
- 2 To promote the appropriate action for any or all of the following: the restoration, enhancement, preservation, conservation, protection and understanding of designed landscapes that may exist or have existed in and around the pre-1974 historic county of Cheshire.

The Trustees have reviewed the Charity Commission's public benefit guidance. The activities of the Trust fall mainly within the Charitable Purposes: advancement of education, and advancement of arts, culture and heritage. The activities of the Trust in meeting these public benefits are described in detail below. Membership of the Trust is open to everyone and members of the public do not need to be a member of the Trust to benefit from its activities.

***Appointment of trustees***

The trustees who served during the year are set out on the charity information page at the front of these accounts.

Trustees are elected by the members at the AGM to serve on the Council of Management for three years. Members of the Council are restricted to two consecutive terms of three years, unless there are fewer candidates for election than places available. Council may consist of no fewer than seven and no more than fifteen members. A further three co-options may be made.

The Council of Management encourages others to stand for election and has created an information pack for new Trustees.

***Organisation***

The company is limited by guarantee and was incorporated on 12 January 2006. It was registered as a charity on 11 June 2007. The Trust is a member of the national body The Gardens Trust.

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**DIRECTORS' AND TRUSTEES' REPORT** (Continued)  
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***Risk policy***

The trustees have examined the major strategic, business and operational risks which the charity faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks. The following are in place:

- An annual budget is set and management accounts reported against budget at intervals through the year.
- Public Liability and Trustee Indemnity Insurance;
- Role descriptions and information packs for Council of Management members;
- Risk assessments are made prior to every event;
- Site visit guidance notes and risk assessments for volunteers undertaking research and recording;
- An information pack for research and recorders which includes guidance to minimise risk;
- Training for researchers;
- A Data Protection Policy has been drafted to ensure the Trust complies with the General Data Protection Regulation 2018.

The Council of Management also recognises that too much responsibility rests on too few volunteers and will continue to encourage members of the Trust to serve on the Council and to volunteer for the various activities it undertakes.

**Achievements and performance**

***Membership***

Membership levels have not increased although new members continue to join while others leave. A large number of members are very actively involved in the various activities and many attend the different events, walks and talks. All members receive the quarterly newsletter.

***Chairman***

Ed Bennis is filling the role of Chairman on a temporary basis.

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**Activities**

The following items were in our plans for 2017:

- To celebrate the bicentenary of the birth of the landscape gardener Edward Kemp with walks through the parks and gardens he designed and the publication of a book
- To have a show presence and the Arley Garden Festival and the Cheshire Show
- To continue with our usual activities – holding events; research and recording, conservation and planning and the Caldwell Project
- To seek to replace lost members of the Events Group and the Council of Management

These were achieved. However, after creating displays and attending many shows, the Shows Team have now stepped down from their role. New members of the Events Group and the Council of Management are settling into their new roles.

The booklet on Edward Kemp has been selling slowly and we continue to receive requests for the Caldwell book.

**Events**

The events team organised a variety of walks and talks throughout the year, as usual. There was no overseas visit this year.

**Research and Recording**

Following the Kemp anniversary in 2017, the Research and Recording group is focusing on completing research on sites designed by Humphry Repton in 2018, the 200th anniversary of his death. In addition, we prioritise the research and recording of sites where change is likely and are focusing on sites which may have the potential for being added to Historic England's Register of Parks and Gardens of Special Historic Interest. The pleasure gardens at Eastham Ferry proved the discovery of the year, having been previously unknown to the group, which now has twelve members.

**Caldwell's Nurseries Project**

The work of transcribing the ledgers has continued apace and is now almost complete.

**Planning and Conservation**

In accordance with our aims and on behalf of the Trust, volunteers contribute to consultations on planning policy and Neighbourhood Development Plans, review planning applications that affect historic designed landscapes and respond accordingly, and liaise with The Gardens Trust officers regarding responses to planning applications relating to landscapes on Historic

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England's Register of Parks and Gardens of Special Historic Interest. These activities raise awareness of our historic designed landscapes, promote their conservation and are an important part of our role, but greater involvement of the membership is required if the activity is to be sustained.

**Education**

The workshop on ferns had to be postponed due to the lecturer becoming unwell. A wreath-making workshop was held in November.

**Networking**

Our networkers have continued their work, attending open days and conferences and displaying the activities of the Trust.

**Newsletter**

Sue Eldridge has celebrated one year as newsletter editor.

**Volunteers**

The Trust would not be successful without the efforts of our many volunteers. We were able to recruit new members to the Events Group and the Council of Management, but we badly need new volunteers to assist with Conservation and Planning.

**Financial review**

The year ended in a healthy financial position. Although income and expenditure were down on the previous year, this is mostly due to the fact there was no overseas trip. There was a substantial payment for the printing of the Kemp book, much of which has been recovered through sales.

**Reserves policy**

It is the policy of the charity to maintain unrestricted funds, which are the free reserves of the charity, at a level which equates to approximately six months unrestricted expenditure. This provides sufficient funds to meet operational costs and to fund the next two events of the Trust. Unrestricted funds were maintained above this level throughout the year.

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**Plans for future periods**

We will continue with our usual activities with a special emphasis on developing skills among the membership to help with the Conservation and Planning demands.

We have also allowed for additional expenditure on the Caldwell website with a view to increasing the interrogation of the data.

**Trustees' responsibilities in relation to the financial statements**

Company law requires the trustees to prepare financial statements that give a true and fair view of the state of affairs of the charity at the end of the financial Year and of its surplus or deficit for the financial Year. In doing so the trustees are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether the policies adopted are in accordance with the Companies Act 2006 and with applicable accounting standards and statements of recommended practice, subject to any material departures disclosed and explained in the financial statements.
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in existence.

The trustees (Council of Management) are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enables them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Council of Management on 7 March 2018.

*Ed Bennis*

Edward Bennis, Trustee



# THE CHESHIRE GARDENS TRUST

## BALANCE SHEET

AT 31 JANUARY 2018

|  | Note | 2018          | 2017          |
|--|------|---------------|---------------|
|  |      | £             | £             |
| <b>Current assets</b>                        |      |               |               |
| Debtors and prepayments                      | 3    | 50            | 980           |
| Bank Accounts                                |      | 17,243        | 14,941        |
|  |      | <u>17,293</u> | <u>15,921</u> |
| <b>Creditors</b>                             |      |               |               |
| Amounts falling due within one year          | 4    | 161           | 0             |
| <b>Net current assets</b>                    |      | <u>17,132</u> | <u>15,921</u> |
| <b>Total assets less current liabilities</b> |      | <u>17,132</u> | <u>15,921</u> |
| <b>Net assets</b>                            |      | <u>17,132</u> | <u>15,921</u> |
| <b>Capital funds</b>                         |      |               |               |
| Unrestricted funds                           |      | <u>17,132</u> | <u>15,921</u> |
| <b>Total funds</b>                           |      | <u>17,132</u> | <u>15,921</u> |

For the year ending 31/01/2018 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The Members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

Approved by the trustees on 7 March 2018.

*Ed Bennis*  
Edward Bennis  
Trustee

*David Cash*  
David Cash  
Trustee

The annexed notes form part of these financial statements.

# THE CHESHIRE GARDENS TRUST

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 JANUARY 2018

|  | Unrest'd<br>Funds    | Total<br>Funds<br>2018 | Unrest'd<br>Funds<br>£ | Total<br>Funds<br>2017<br>£ |
|--|----------------------|------------------------|------------------------|-----------------------------|
| <b>Incoming resources</b>                |                      |                        |                        |                             |
| Incoming Resources from generated funds: |                      |                        |                        |                             |
| Voluntary income                         | 4,348                | 4,348                  | 16,463                 | 16,463                      |
| Activities for generating funds          | 2,659                | 2,659                  | 3,055                  | 3,055                       |
| Investment income                        | 1                    | 1                      | 5                      | 5                           |
| <b>Total incoming resources</b>          | <u>7,008</u>         | <u>7,008</u>           | <u>19,523</u>          | <u>19,523</u>               |
| <b>Resources expended</b>                |                      |                        |                        |                             |
| Costs of generating funds                | 1,056                | 1,056                  | 1,095                  | 1,095                       |
| Charitable activities                    | 3,977                | 3,977                  | 14,018                 | 14,018                      |
| Governance costs                         | 764                  | 764                    | 791                    | 791                         |
| <b>Total resources expended</b>          | <u>5,797</u>         | <u>5,797</u>           | <u>15,904</u>          | <u>15,904</u>               |
| <b>Net movement in funds</b>             | <u>1,211</u>         | <u>1,211</u>           | <u>3,619</u>           | <u>3,619</u>                |
| <b>Total funds brought forward</b>       | <u>15,921</u>        | <u>15,921</u>          | <u>12,302</u>          | <u>12,302</u>               |
| <b>Total funds carried forward</b>       | <u><u>17,132</u></u> | <u><u>17,132</u></u>   | <u><u>15,921</u></u>   | <u><u>15,921</u></u>        |

Details of Incoming resources and resources used are given in the notes to the financial statements.

**THE CHESHIRE GARDENS TRUST**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 JANUARY 2018**

**1. Accounting policies**

The financial statements are prepared under the historical cost convention (as modified by the revaluation of certain assets) and in accordance with the Financial Reporting Standard for Smaller Entities (Effective January 2005). The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP 2005) issued in March 2005.

**Cashflow statement**

The Company has taken advantage of the exemption in Financial Reporting Standard No.1 from the requirement to produce a cashflow statement on the grounds that it is a small company.

**Incoming resources**

All incoming resources are included in the SOFA when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

**Resources expended**

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

**2. Investment Income**

|          | <b>2018</b>       | <b>2017</b>       |
|----------|-------------------|-------------------|
|          | <b>£</b>          | <b>£</b>          |
| Interest | 1                 | 5                 |
|          | <u>          </u> | <u>          </u> |

**3. Debtors and prepayments**

Amounts falling due within one year:

|                                | <b>2018</b>       | <b>2017</b>       |
|--------------------------------|-------------------|-------------------|
|                                | <b>£</b>          | <b>£</b>          |
| Prepayments and Accrued Income | 50                | 980               |
|                                | <u>          </u> | <u>          </u> |

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**NOTES TO THE FINANCIAL STATEMENTS** (Continued)  
**FOR THE YEAR ENDED 31 JANUARY 2018**

**4. Creditors**

Amounts falling due within one year:-

|                              | <b>2018</b> | <b>2017</b> |
|------------------------------|-------------|-------------|
|                              | <b>£</b>    | <b>£</b>    |
| Accruals and Deferred Income | 161         | 0           |
|                              | <u>161</u>  | <u>0</u>    |

**5. Incoming resources**

|  | <b>2018</b>       | <b>2018</b>  | <b>2017</b>       | <b>2017</b>   |
|--|-------------------|--------------|-------------------|---------------|
|  | <b>£</b>          | <b>£</b>     | <b>£</b>          | <b>£</b>      |
| <b>Voluntary Income</b>                |                   |              |                   |               |
| Income from events and workshops       | 4,034             |              | 12,005            |               |
| Donations and Grants                   | 314               |              | 4,458             |               |
|  | <u>          </u> | 4,348        | <u>          </u> | 16,463        |
| <b>Activities for generating funds</b> |                   |              |                   |               |
| Book and plant sales                   | 670               |              | 1,043             |               |
| Membership subscriptions               | 1,989             |              | 2,012             |               |
|  | <u>          </u> | 2,659        | <u>          </u> | 3,055         |
| <b>Investment income</b>               |                   |              |                   |               |
| Interest                               | 1                 |              | 5                 |               |
|  | <u>          </u> | 1            | <u>          </u> | 5             |
| <b>Total incoming resources</b>        |                   | <u>7,008</u> |                   | <u>19,523</u> |

**THE CHESHIRE GARDENS TRUST**  
**NOTES TO THE FINANCIAL STATEMENTS** (Continued)  
**FOR THE YEAR ENDED 31 JANUARY 2018**

|                                      |                   |                   |                   |                   |
|--------------------------------------|-------------------|-------------------|-------------------|-------------------|
| <b>6. Costs of generating funds</b>  | <b>2018</b>       | <b>2018</b>       | <b>2017</b>       | <b>2017</b>       |
|                                      | <b>£</b>          | <b>£</b>          | <b>£</b>          | <b>£</b>          |
| Membership stationery & postage      | 65                |                   | 31                |                   |
| Newsletter stationery and postage    | 341               |                   | 340               |                   |
| Publicity                            | 349               |                   | 553               |                   |
| Miscellaneous expenditure            | 301               |                   | 171               |                   |
|                                      | <u>          </u> |                   | <u>          </u> |                   |
|                                      |                   | 1,056             |                   | 1,095             |
|                                      |                   | <u>          </u> |                   | <u>          </u> |
| <b>7. Charitable activities</b>      | <b>2018</b>       | <b>2018</b>       | <b>2017</b>       | <b>2017</b>       |
|                                      | <b>£</b>          | <b>£</b>          | <b>£</b>          | <b>£</b>          |
| Research and recording expenses      | 394               |                   | 165               |                   |
| Caldwell Project                     | 301               |                   | 4,561             |                   |
| Conservation and planning expenses   | 0                 |                   | 0                 |                   |
| Event & workshop expenses            | 2,532             |                   | 9,292             |                   |
| Miscellaneous Charitable expenditure | 750               |                   | 0                 |                   |
|                                      | <u>          </u> |                   | <u>          </u> |                   |
|                                      |                   | 3,977             |                   | 14,018            |
|                                      |                   | <u>          </u> |                   | <u>          </u> |
| <b>8. Governance costs</b>           | <b>2018</b>       | <b>2018</b>       | <b>2017</b>       | <b>2017</b>       |
|                                      | <b>£</b>          | <b>£</b>          | <b>£</b>          | <b>£</b>          |
| Returns and Registration Fees        | 48                |                   | 48                |                   |
| TGT Subscription and Insurance       | 616               |                   | 593               |                   |
| AGM                                  | 100               |                   | 150               |                   |
|                                      | <u>          </u> |                   | <u>          </u> |                   |
|                                      |                   | 764               |                   | 791               |
|                                      |                   | <u>          </u> |                   | <u>          </u> |
| <b>9. Related party transactions</b> |                   |                   |                   |                   |

All directors are volunteers and receive no remuneration or other financial reward from the Trust.