



# Annual Report 2020





# Chairman's introduction

2020 was extraordinary and challenging. In the light of this I am prefacing the Annual Report with an overview of the year. I was delighted to take over as chair of the National Garden Scheme from Martin McMillan in November and, on behalf of the charity and all its friends, I thank him for his many years as a Trustee and, most latterly, his leadership as chairman of the Board of Trustees.

At the end of March, the Covid-19 pandemic forced all gardens to close for the first time in the National Garden Scheme's history with no certainty of when they might be able to open again. This affected every part of our charity's activities, not least the donations to our beneficiary charities. Normally, donations are approved by Trustees in the year funds are raised and paid in the following year on the basis that all the net income is given away annually. 2019 was a record year with the gardens raising more than £4 million for the first time ever, which should have enabled record donations of £3.3 million in 2020. However, faced with gardens being unable to open for an indefinite period, we had to make the painful decision in March to withhold some of these donations to ensure that the charity could continue to operate with security; and we paid a total of only £1.3 million to beneficiaries in April.

In this unprecedented situation we must put on record our thanks for the supportive and understanding response from all beneficiaries. Most are charities which, at that time, were being expected to maintain services on the front line of the pandemic whilst the sources of funds that supported them were being drastically reduced.

We were determined to do all we could to get to a position later in the year when we could make further payments. This involved cost-saving and raising funds by other means while our gardens could not open. Just two

weeks after lockdown, we launched our Virtual Garden Visits programme. With the help of our garden owners, we released weekly portfolios of short videos, filmed by garden owners who would otherwise have been opening their gates to gardens large and small across England and Wales.

We also launched our Help Support our Nurses fundraising campaign, urging people who watched the videos to make a donation. We had little idea what impact these films would have but their popularity soon became clear. Hosted on our YouTube channel, our audience grew quickly, with viewers from across the world logging on to see them each week and resulting in more than 1.5 million views during the year. Before the end of June, we had passed our target of raising £100,000 online.

At the beginning of June we were allowed to start reopening gardens, but it was tentative. In an atmosphere of national caution gardens opened in limited numbers with visitors booking a ticket online for a timed slot. The rewards for both garden owners and visitors were immediately apparent. Owners were delighted to welcome visitors once again; visitors were more than ever thankful for the chance to visit a garden. Many told owners that their visit was the first time they had left home since the start of lockdown; they felt safe in a garden and it offered something special.

By the time the last gardens were opening at the end of October, these online ticket sales had raised nearly £0.5 million. In addition, many garden owners who did not feel able to open gave generous donations in lieu of what they would have raised. Another new fundraising innovation was our first Great British Garden Party held in September.

Thanks to these initiatives which produced so much generosity, we ended the year in a much healthier position than we could have imagined in March and we were able to make further payments. These resulted in most of our beneficiaries receiving the full amount that had been originally approved, with the remainder receiving 85%. The balance has been held over to 2021 and the Trustees have agreed to fulfil all outstanding 2020 donations before making any others.

The pandemic has shone a bright light on the benefits that access to gardens offers to everyone. Time and time again this message was articulated by our garden owners, visitors and the audience at home who watched our videos. It has enabled us to communicate reassurance and positivity that people have greatly appreciated. Many people regard the National Garden Scheme and all it stands for with great affection and respect and that is a source of great pride at such a time.

We are crucially dependent on the support and hard work of our volunteers and garden owners, for which we are always grateful.

The Trustees must thank the charity's staff without whose enthusiasm and commitment, while working remotely for much of the year, the online ticketing and the new fundraising initiatives would not have happened. Throughout the pandemic we have had unwavering support from many of the charity's friends not least from our Patron, His Royal Highness the Prince of Wales, who generously gave us a video message for our campaign. Another high point was the announcement that our President, Mary Berry, had been made a Dame.

I have no doubt that 2021 will bring further challenges; but we start it invigorated by the support of our garden



owners, who have registered in large numbers to open again, and confident in the strength of our beneficiary partnerships.

Rupert Tyler  
Chairman

# Trustees' Annual Report 2020

The Trustees submit their Annual Report and Financial Statements for the year ended 31st December 2020

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# 1. Objectives

The primary objective of the charity is to raise money for nursing and health charities by organising the opening of gardens of quality to the public. The charity also champions the benefits of gardens for people's health and wellbeing. The achievement of these objectives is based on long-term strategic planning against which the charity's annual performance is measured.

# 2. History

The charity was founded in 1927 by the Queen's Nursing Institute, to raise funds to support district nursing which the QNI organised and managed prior to the introduction of the National Health Service. The Trustees of the QNI invited owners of outstanding gardens to open to public visitors for one day and donate the funds raised to the Institute. In 1927 some 600 gardens opened; they all charged one shilling and they raised £8,000. As well as the fundraising success, this scheme broke new social ground in offering unrestricted public access to private gardens in return for a modest contribution to charity. This principle of inclusiveness has been a key characteristic of the NGS ever since.

Opening private gardens to visitors has remained largely unchanged since 1927 although the quantity and variety of gardens has grown considerably. As well as traditional large country gardens there are now large numbers of smaller gardens opening in towns and cities or together in groups in villages; the wider variety also includes allotments, school and hospice gardens. In a remarkable testament to the loyalty of many garden owners' support for the charity, of the 600 gardens that originally opened in 1927, 71 are still opening today.

The charity was part of the Queen's Nursing Institute from its foundation until 1980 when the QNI established the National Gardens Scheme Charitable Trust. In 2005 the charity was incorporated as a company limited by guarantee; and in 2017 the charity's name became the National Garden Scheme.

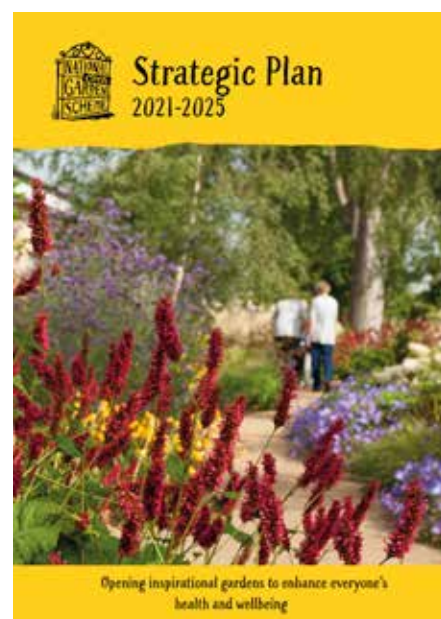
Ever since its establishment, the charity has continued to focus its annual donations on supporting nursing and health. In recent years, it has extended the donations policy to support other charities whose work is in line with its programme for gardens and health. The donations made during 2020 took the NGS's total donations since

its foundation to over £60 million. It has been for some years the most significant cumulative charitable supporter of nursing in the country.

# 3. Strategy

Historically the National Garden Scheme's strategy has focused on growing its core activity of raising funds by garden openings. The two key strategic priorities have been to increase the number of gardens opening and to reach a wider audience in order to attract more visitors. More recently, the NGS has become a leader in the promotion of the benefits of gardens and gardening for public and individual health and well-being. The Trustees believe that this is an area of growing importance and one in which the NGS is uniquely positioned to lead by example.

The effect of the pandemic on our ability to open gardens in 2020 and the greatly increased public awareness that resulted from our other fundraising activities has led to a re-evaluation of the charity's financial priorities. Opening gardens to visitors to raise funds will remain our core activity, at the same time a broadening of fundraising activities and appeal to different audiences is being developed.



These considerations influenced the new Strategic Plan 2021-25 which was approved by the Trustees in the year. It has four strategic priorities:

- Widen our public reach – the appeal and rewards of gardens are universal; as well as being a horticultural experience, they can be emotional and health-enhancing, highlighting our relationship with nature.
- Increase supporter engagement and loyalty – further nurture and develop our relationships with garden owners and the growing audience of visitors and other supporters.
- Transform our digital platforms and infrastructure – our activities are increasingly reliant on our digital platforms which we will continue to develop to meet demand.
- Create financial resilience – in addition to our traditional source of income from garden openings, develop other income streams and capital reserves to increase our resilience.

## 4. Operational Activities

As at its foundation, the National Garden Scheme continues to organise the voluntary opening of gardens throughout the counties of England and Wales. The great majority of the gardens are privately owned and not otherwise accessible to visitors. County organisers and their team members, who are all volunteers, are responsible for organising and supporting garden openings within their counties, as well as for ensuring gardens are of a standard which visitors and supporters have come to expect over many decades. We provide comprehensive public liability insurance for all gardens opening. In 2020 these activities were severely restricted.



The head office at Hatchlands Park, Surrey co-ordinates the charity's activities, produces the annual guidebook (The Garden Visitor's Handbook) and promotes the

garden openings through the website, social media channels and the app. Both the Handbook and website provide all relevant details of gardens opening in each county. Promotion of gardens is enhanced by county booklets (containing individual county sections from the Handbook) which are distributed in their particular area.

In addition to the income from gardens, there are further revenues from sponsorship and other corporate support, advertising in publications, donations and legacies, the last of which the Trustees designate to specific purposes. These non-garden revenues cover a significant proportion of the operating costs and consequently increase the proportion of funds raised at gardens that are donated to beneficiaries. In a normal year this proportion is in excess of 80%.

## 5. Fundraising, Costs and Net Income

The major achievement in 2020 was the National Garden Scheme's response at short notice to the radically changed circumstances caused by the pandemic. Garden owners and county team volunteers responded with commitment and creativity to produce videos, maintain plant sales and, where possible, maintain garden openings with the completely new system of pre-booked tickets for entry to gardens. Alternatively, many garden owners, who were unable to open, responded with great generosity by making donations.

In early April a programme of showing short videos of gardens filmed by garden owners was launched on the NGS website. New videos were uploaded weekly to the end of June. At the same time a fundraising campaign, Help Support our Nurses was launched, highlighting the National Garden Scheme's long-term support for nursing charities and the fact that these charities were on the front line of combating the pandemic. People who watched the videos were invited to make a donation via Just Giving (which automatically applied Gift Aid when appropriate). The campaign target was to raise £100,000 online and this was surpassed in June. By the end of the year this campaign and the Great British Garden Party had raised more than £200,000.

The creation and marketing of the Virtual Garden Visits video campaign placed considerable pressure on the reduced head office team who were all working remotely from home and it was a notable achievement to maintain





*Both Virtual Garden Visits - many filmed by garden owners - and plant sales raised awareness and funds for the National Garden Scheme during lockdown*

the levels of new weekly content with accompanying publicity and PR campaigns.

After a matter of weeks it became clear that, in addition to the donations it prompted, the campaign was engaging a receptive online audience. The videos were uploaded to the National Garden Scheme's YouTube channel which went from having 100 subscribers at the start of 2020 to nearly 7,000 at the end of the year. The audience for the videos included a strong international element and this carried over into ticket purchases for the annual lecture in November, for which 6% of tickets were purchased from the USA.

At the beginning of June some gardens were able to open again, but with severe restrictions such as social distancing which meant many gardens were not able to open. For those that could, a system of entry by pre-booked tickets for a timed entry slot only was set up and operated through the NGS website. From June to October some 600 gardens opened (1,600 had planned to open prior to the pandemic) and £435,000 was raised by pre-sold tickets.

The major programme of digital development that continued through 2020 included the design and construction of a more robust online ticket booking and payment system. This was launched in early 2021 to replace the temporary solution created at short notice in 2020.

Normally, the National Garden Scheme raises more than £500,000 annually from the sale of teas and plants. In 2020, while gardens were closed, enterprising garden owners continued with plant sales by setting up stalls at their gates, inviting passers-by to make a donation in exchange for a plant. This continued when gardens were

able to reopen and by the end of the year had raised £120,000.

A major fundraising event had been planned for 2020 at the Royal Botanic Garden, Kew, similar to the successful 2019 event held at Hazelby House. This had to be cancelled and instead the charity held its first ever Great British Garden Party in September. People were invited to hold a party in their garden, regardless of whether or not they opened in aid of the National Garden Scheme, as a celebration of the vital role gardens played for the general public's health and wellbeing during the pandemic. Despite being challenged by a return of restrictions in August and September, the event raised nearly £40,000 and it will be repeated in 2021.

We hold an annual lecture at the Royal Geographical Society every November. In 2020 pandemic restrictions meant there could not be a live audience. Nonetheless the event went ahead with speakers Tom and Sue Stuart-Smith being live-streamed to an online audience of more than 650 and it raised £16,500. Other ad hoc fundraising organised at short notice during the year included two raffles which raised a total of £19,000.

The charity was grateful for the continued support of its core sponsor, Investec Wealth and Investment, and there was further income from royalties (in particular from Griffin Glasshouses) advertising in the 2020 Garden Visitor's Handbook, and advertising in the county booklets. It was testament to the loyalty of the many small advertisers who took space in their local booklet that, despite distribution being limited, the total advertising revenue increased from last year.

The impact of the pandemic resulted in some reduction in costs. Some members of staff were put on furlough

between April and June, after which they were needed to support those gardens that were opening. Further savings were made by reductions in marketing expenditure.

Total unrestricted income from all sources was £1.6 million (2019: £4.6 million) and total costs were £1.3 million (2019: £1.4 million), and net income before donations to beneficiaries was reduced to £183,000 (2019: £3.3 million).

## 6. Beneficiary Policy and Distributions

The Beneficiary Policy was formally reviewed in 2019 and was next due for review in 2022. However, the impact of the pandemic resulted in an interim review in 2020 and adjustments – some temporary - agreed by Trustees in November 2020.

The Trustees have an established pattern of approving payments to beneficiaries before each year-end and making the payments in April and June in the following year. This linked to the historical cashflow, as by the time that payments were made to beneficiaries, cash levels were being replenished by the current year's income – principally from garden openings.

Donations from funds raised in 2019 of £3,215,000 (including a contribution from the Legacy Fund of £50,000 for Community Garden Awards) were approved at the end of that year. However, in March 2020 with the prospect of gardens not being able to open for an indefinite period, it was clear that payment of this amount at that time could have threatened the National Garden Scheme's ongoing security. At their meeting that month, Trustees agreed to make payments of £1,252,500 in April, but to defer any further payments until the circumstances of the pandemic became clearer. This was noted in the 2019 Annual Report and Accounts and the decision was relayed to all beneficiary charities.

At the November Board meeting the Trustees were able to agree further payments to beneficiaries to make a total paid during 2020 of £2,886,611 (including £1,883 paid directly by garden owners to local charities of their choice). This left £330,272 which was carried over for payment in 2021. The Trustees have agreed to pay this amount before any further donations are considered. The Trustees have agreed that, from 2021 onwards, payments to beneficiaries may be approved and paid out in the same year. This means, depending on levels of 2021

income, that further beneficiary payments in addition to the £330,272, may be made later in the year.

The Trustees would like to put on record the positive and supportive response they received from beneficiary charities in the face of the enforced changes to planned payments in 2020. The Trustees were acutely aware that as a result of the pandemic, all of the beneficiary charities were faced with substantial reductions in their fundraising activities and income.



*Staff at Horatio's Garden at the Spinal Unit at Stanmore, designed by Tom Stuart-Smith and part funded by the National Garden Scheme  
Photo: Lucy Shergold*

The Help Support our Nurses campaign, actively promoted on the National Garden Scheme website from March 2020 to the end of the year, with images and statements of appreciation of the NGS from individual nurses, highlighted the long-established link between the NGS and nursing charities in a powerful manner. There is no question that this greatly increased public awareness of the National Garden Scheme's charitable activities and of the extent and long establishment of the annual support for nursing and health charities. The nursing and health charities supported in 2020 with payments approved in 2019 were:

- Carers Trust
- Hospice UK
- Macmillan Cancer Support
- Marie Curie
- Parkinson's UK
- Queen's Nursing Institute

Given the likelihood of reduced income continuing into 2021, the Trustees formally agreed in 2020 to suspend the guest charity and community garden awards for a year. In 2020 MIND completed its second year as guest charity; the



decision was taken not to offer a third year (which is always discretionary) and to postpone the appointment of a new guest charity until 2022 at the earliest.

Payments to fund gardens and health projects continued to be an important element of the Trustees' donations policy and, following the allocation of funds in 2019. Notable landmarks were the opening of the latest Horatio's Garden in Stanmore, North London, which received £150,000 and the commitment to fund the Well Halton community garden project in Runcorn, an area of social deprivation. Other gardens and health payments in 2020 were made to:

- ABF The Solider's Charity
- Greenfingers (a garden at St Oswald's Children's Hospice) Newcastle
- Maggie's
- Patchworking Garden

The National Garden Scheme is committed to funding the training of gardeners as well as to supporting those working in gardens and horticulture, in recognition of the fact that its funds are raised from gardens. In 2020 such payments were made to:

- Garden Museum
- National Botanic Garden, Wales
- Perennial
- Professional Gardeners' Trust
- WRAGS

The pandemic imposed great pressure on all beneficiary charities, in particular the Queen's Nursing Institute for which the annual payment from the National Garden Scheme provides a far higher proportion of overall income than for any other nursing or health beneficiary. Given the QNI's special position as the charity that founded the National Garden Scheme, the Trustees have agreed that the QNI will be given priority in considerations of payments in 2021 and beyond.

## 7. Beneficiary Activities

The Trustees expect all beneficiaries to acknowledge the level and commitment of donations from the National Garden Scheme through their active support in a variety of ways. The primary objective is to generate greater public awareness of the National Garden Scheme through the beneficiaries' substantial networks. This brings increased numbers of visitors to our gardens, thereby generating more funds for us to distribute.

Despite the challenges of 2020 the charities maintained an exceptional level of support for and engagement with the National Garden Scheme and in all cases individual partnerships were strengthened and developed.

Each beneficiary charity produces a comprehensive annual report and these are discussed by the Trustees. The reports combine details of how donations have been used and details of support given to the National Garden Scheme including marketing and communications activities. While activities around garden openings were much reduced in 2020, the beneficiaries completed the annual reports and confirmed the levels of gratitude for continued support in such challenging times.

Our *Impact Report 2020* gives an overview of the National Garden Scheme's charitable impact both directly to individual beneficiary charities and more generally in its campaigns and communications.



An important insight into the work of beneficiary charities, in particular the contribution of the main nursing and health beneficiaries to the NHS, was set out in a report commissioned by the National Garden Scheme and completed in 2020 - *Health Charities and the NHS: A vital partnership in peril?*



On the report's publication in January 2021 Lord Crisp, former Chief Executive of NHS England and Permanent Secretary at the UK Department of Health, who is also Patron of NHS Charities Together, commented:

"Health charities play a vital role in our society, something forcefully demonstrated by the pandemic. I fully support the call that this excellent report makes for a stronger partnership between charities and the NHS so that their contribution can have an even bigger impact in the future."

These reports make an important contribution to public understanding of the National Garden Scheme, its operations and its charitable activities, as well as its leadership advocacy role on behalf of its group of nursing and health beneficiaries.

## 8. Community Gardens Award

In 2019 the National Garden Scheme launched a new Community Gardens Award. This was developed from the Elspeth Thompson Bursary scheme launched in 2011 to give small grants to community garden projects. Created in memory of Elspeth Thompson, a well-known garden writer and an active NGS supporter who died in 2010, the bursary scheme was funded by NGS and administered by the Royal Horticultural Society. In 2019 the last of the original endowment was used up and the Trustees agreed to take the scheme in-house, to rename it the NGS Community Gardens Award in memory of Elspeth Thompson, and to expand the number of grants to 50 in 2020.



## 9. Gardens and Health

The pandemic greatly heightened the importance of access to gardens and green space for everyone's health and wellbeing. Faced with prolonged isolation, anxiety and in many cases real tragedy, there was a surge in popular appreciation of gardens and gardening. Having championed these benefits of gardens since the 2016 King's Fund report, *Gardens and Health*, commissioned by the National Garden Scheme, the charity played a leading role in this area of popular activity through 2020 and drew together the experiences of garden owners in its report *Gardens and Coronavirus*, published in the autumn.

Throughout 2020 beneficiary partnerships with the National Garden Scheme were greatly strengthened and beneficiary charities gave unstinting support to the Virtual Garden Visits and other campaigns, promoting them to their communities of supporters through their social media and other channels.

## 10. Digital Channels

As set out earlier, 2020 witnessed expansion of both the National Garden Scheme's digital channels and online content as well as further development of the charity's digital capabilities. The most significant development was the system for advance online booking and payment which was essential for all garden visiting in 2020.

Activity on the National Garden Scheme's website is usually driven by people looking for gardens that are opening. Even though gardens were not able to open for some months, website traffic held up well through the year and once gardens started reopening in June, it quickly overtook levels in 2019. By the end of the year it was clear that additional content such as the Virtual Garden Visit videos, Christmas features, gardening tips and recipes were all ensuring that levels of traffic to the website were maintained even after gardens had stopped opening for the year.

The more sophisticated email marketing system which now has a loyal and engaged audience of 48,000 people, proved the largest growth source of traffic to the website, its referrals growing by over 100% through the year. Another area of growth has been in the use of Google Ad grants, of which we were able to utilise a large proportion of the £120,000 grant available, enabling us to maximise NGS's use of search engine optimisation.

Traffic to the website from social media channels grew by 70% through 2020. Instagram saw the largest growth, up by 100% to 60,000 followers. Facebook grew to nearly 30,000 followers and Twitter to 21,000 followers. As a result of the Virtual Garden Visits campaign, the NGS's YouTube channel saw the largest growth of all with 1.5 million views through the year and enabled the National Garden Scheme to reach a truly global audience.

## 11. Risk Management

A major priority for the Trustees is the management of the risks to the charity's operations and personnel, performance and reputation. These risks, their potential severity and their mitigation, are set out in the Risk Register. This is reviewed and updated by the Board annually – and more regularly when particular requirements necessitate, so as to consider existing risks, identify new risks and to ensure that the systems and procedures to manage the identified risks are fit for purpose.

The Trustees require that risk management forms an integral part of the charity's decision making process and they review the Risk Management Policy on a regular basis. The Trustees have identified the major risks to operations and financial security, in particular:

- Prolonged public health crisis during a garden opening season
- Prolonged adverse weather through a garden opening season
- Loss of IT and communications systems
- Loss of key personnel, including Trustees, staff and volunteers

## 12. Investment, Distribution and Reserves Policy

Historically, the National Garden Scheme's operations normally have resulted in cash being accumulating through a year, well in excess of the requirements of outgoings. Surplus funds were deposited with Royal London Asset Management and invested in a range of highly liquid, short-term financial instruments and deposits before being distributed to beneficiaries.

In 2019 the Trustees changed this policy in order to gain income from the surplus funds. It was agreed to invest these in a core portfolio of longer term investments managed by Investec. The income raised from these investments would be drawn on an annual basis to supplement funds raised at gardens. Following the onset of the pandemic, this portfolio was sold in the first half of 2020 in order to maintain liquidity.

The National Garden Scheme Legacy Fund investments are also managed by Investec. During the year, this investment portfolio was repositioned to a medium risk combination of equities and fixed interest securities. These funds are shown as Designated in the Accounts.

Underpinning the charity's balance sheet from one year to the next is the reserves policy that unrestricted reserves should not fall below 25% of current gross annual costs. Trustees make a judgement, at the time of distributions to beneficiary charities, to ensure that the reserves are sufficient to give assurance that the charity will continue to operate in the light of the risks to which it is exposed, but not retain excessive amounts of cash. At the year end the unrestricted reserves stood at £568,000, or 43% of our annual gross costs. This is above the policy requirement of 25% in the light of the continuing uncertain environment in which the National Garden Scheme is operating.



## 13. Legacies

In 2020 the National Garden Scheme received the following legacy gifts: £25,250 from the estate of the late Ralph King, £3,000 from the estate of the late Margery Taylor, and £1,000 from the estate of the late Anthony W. Allen. The Trustees reiterate their gratitude for the generosity of individuals who have decided to support the charity with legacy gifts and they look forward to developing this support in the future. The opportunity to support the National Garden Scheme with a legacy gift was highlighted in all 2020 publications and on the website.

The National Garden Scheme Legacy Fund was formally established at the end of 2015 to finance new projects to develop and enhance the charity's operations rather than drawing on funds raised at garden openings. In 2020 the Trustees agreed that some of the costs of new software developed as part of our digital development projects would be borne by the Legacy Fund.

As part of their review of donations in 2019 the Trustees also decided that donations to the new Community Gardens Award project should, in part, come from the Legacy Fund, demonstrating a positive, outward-facing use that will get application at a very local level all over the country.

## 14. Constitution, Governance, Structure and Management

The National Garden Scheme is a company limited by guarantee. Details of its constitution and governance, as set out in the Articles of Association, are available on request to the Chief Executive. Key governance responsibilities are organised for the Board by the Company Secretary. They are set out in a series of policies, committee terms of reference and other documents. Policies are reviewed by the Board as appropriate.

The directors of the company are also charity Trustees for the purpose of charity law under the company's Articles. The governing body is the Board of Trustees. Trustees have the duty to plan and agree policy and to direct the affairs of the charity. They are responsible for good management, setting policy, approving the annual report and accounts, maintaining contact with beneficiary charities and agreeing the basis and amount of payments.

Trustees are appointed for a period of three years, renewable by mutual agreement for a possible two further periods, meaning that a Trustees can serve a maximum of nine years. Thereafter they must stand down for at least one year before they can be considered for re-election. There is a maximum of 15 Trustees. In addition to the Chairman, Deputy Chairman and Honorary Treasurer, there are six Regional Chairmen who all have to be active members of a county volunteer team. The other Board members are Independent Trustees who are selected to bring specific skills and experience to the Board. New Trustees receive a comprehensive induction pack which includes, amongst others, a code of conduct, key roles and responsibilities and the latest Charity Commission guidance.

There are two processes for Trustees selection. Regional Chairmen are nominated by their fellow county team volunteers in their region; nominations are considered by the Board and the appointment of the most suitable candidate is made following an interview with the Chairman or Deputy Chairman and the Chief Executive. Candidates to be Independent Trustees are approached individually, on the basis of the particular relevant skills and experience needed by the Board and the charity, by either the Chairman or Chief Executive.

The Board elects a Chairman for a term of three years who, as well as chairing the Board, represents the National Garden Scheme and maintains contact with volunteers, beneficiaries and associated organisations. A Deputy Chairman is similarly elected and supports the Chairman, acting as Chairman in his/her absence. Both positions are renewable for a further three years by agreement of the Board.

During the year Martin McMillan completed his second term as Chairman. The Board invited nominations from its own membership in the first instance. A panel, led by the Deputy Chairman, interviewed the candidates and made a recommendation to the Board that Rupert Tyler should be appointed Chairman for a first term of three years. The Board of Trustees endorsed this recommendation.

The Trustees decide on key policy, management and financial matters at Board meetings, five of which are held annually. Activities at head office are managed by the Chief Executive and include strategic planning, financial organisation, support for county teams, book production, marketing and distribution, national publicity, sponsorship, and insurance. The Chief Executive, assisted by senior management and the Executive Committee,

reports to the Board and is also responsible for national and regional conferences, and participation in external events.

The Executive Committee (made up of Chairman, Deputy Chairman, Honorary Treasurer, Chief Executive and one Regional Chairman in rotation) oversees the execution of the Board decisions and deals with matters delegated to it by the Board. This committee monitors the business plan, budget and operations.

The Audit Committee, chaired by the Honorary Treasurer, oversees financial reporting on behalf of the Board of Trustees. It is responsible for reviewing financial and associated risk and advising on the appointment of auditors.

The Chief Executive is employed by the Board to implement policy, and to devise and execute the charity's operational strategy. He leads the head office staff (currently 13) and together they provide the central operations, finance and marketing functions which assist and support the work of volunteers in county teams with information, advice, supplies and other support. Most communication with garden owners takes place through the County Organisers and other team members.

The National Garden Scheme is dependent upon the contribution of volunteers. All the people who open their gardens annually (currently more than 3,500) do so voluntarily. In addition, the necessary work to support the gardens opening throughout England and Wales is carried out by some 550 volunteers organised in county teams. The key activities of the county teams are:

- Finding new gardens
- Promoting garden openings
- Maintaining contact with existing garden owners to assist with retention and continuity of opening from one year to the next
- Helping to collect funds raised at gardens and accounting to head office
- Recognition and rewards
- Producing and distributing county booklets, securing booklet advertising

Each county team is led by a County Organiser who is responsible for the charity's activity in their county. Advice and support are available from the Chief Executive and head office staff, as well as other county teams.

Each region holds an annual AGM in late February or in March. The AGMs are attended by county volunteers

from the regions, by the Chief Executive and relevant members of staff. The charity holds a biennial conference for volunteers at which they come together to learn from each other and share best practice. The last was held in October 2019. These alternate with conferences for the County Organisers for whom a virtual conference was held in October 2020. Smaller conferences for specialist groups are also organised by head office from time to time.

The Trustees are enduringly grateful for the continued generosity and hard work of the garden owners, together with the dedication and commitment of county team members who provide invaluable and often specialist support for the organisation. To acknowledge the achievements of our county team volunteers, in 2020 the outgoing Chairman, Martin McMillan, introduced a new Chairman's Award. On recommendation from County Organisers some 40 Chairman's Awards were given out in recognition of exceptional volunteer contribution.

## 15. Public Benefit

The Trustees pay due regard to the Charity Commission's guidance on public benefit in their direction of the National Garden Scheme's activities. The charity's principal activity, the organisation of garden opening, is expressly designed to be available to all. This activity is the charity's chief source of fundraising to make donations to beneficiary charities whose principal objective is public benefit in the form of nursing, caring or other support for individuals.

As the National Garden Scheme develops its programme of promoting the benefits of gardens and gardening for public health and wellbeing, the Trustees are confident that the potential for long-term public benefit is substantial. The programme intends to demonstrate a combination of specific health benefits for the public as well as potential benefits in reducing the costs of supporting public health.

This is illustrated by the *Impact Report 2020* and the report commissioned from the LSE which are discussed earlier.







## 16. Statement of Trustees' Responsibilities

Company law requires the Trustees to prepare financial statements for each financial period to give a true and fair view of the state of affairs of the company's activities during the period and of its financial position at the end of the period. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently
- make judgements and estimates that are reasonable and prudent
- state whether the policies are in accordance with applicable accounting standards
- prepare the financial statements on the going concern basis unless it is not appropriate to presume that the charitable company will continue in operation

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The Trustees confirm that there is no information relevant to the audit of which the auditors are unaware and that the Trustees have taken the necessary steps to ensure they are aware of all relevant audit information and made sure the auditors are aware of it.

Rupert Tyler  
Chairman of the Board of Trustees

## Reference and Administrative Information

**Patron:** His Royal Highness the Prince of Wales

**President:** Dame Mary Berry

**Vice-Presidents:**

Elizabeth Anton; Angela Azis; Ann Budden; Fred Carr; Daphne Foulsham MBE; Martin McMillan OBE, Heather Skinner, Penny Snell CBE

**Ambassadors:**

Emma Bridgewater CBE, Rachel de Thame, Alan Gray, Joe Swift

**Board of Trustees:**

Chairman: Martin McMillan, Rupert Tyler

Deputy Chairman: Sue Phipps\*

Hon Treasurer: Andrew Ratcliffe FCA\*

Richard Barley, Atty Beor-Roberts, Peter Clay, Susan Copeland\*, Maureen Kesteven\*, Susan Paynton\*, Mark Porter\*, Vernon Sanderson\*, Sir Richard Thompson KCVO, Alison Wright\*.

(\*member of an NGS county team)

All Trustees were in office for the whole of the year except for Martin McMillan, who stood down as Chairman on 18th November and Vernon Sanderson, who was appointed on 17th March.

**Chief Executive:** George Plumptre

**Head Office:** Hatchlands Park, East Clandon, Guildford, Surrey GU4 7RT

**Auditor:** Gilbert Allen & Co, Chartered Accountants, Churchdown Chambers, Bordyke, Tonbridge, TN9 1NR

**Bankers:**

The Co-operative Bank, 9 Prescot Street, London E1 8AZ  
Barclays Bank UK PLC, 19 North Street, Guildford GU1 4AG

**Solicitors:**

Peachey and Co, 95 Aldwych, London WC2B 4JF

Charity Number 1112664

Company Number 5631421 limited by guarantee  
NGS Enterprises Limited Company Number 3862405 limited by guarantee

## Report of the independent auditor to the Trustees of the National Garden Scheme (a company limited by guarantee)

### **Opinion**

We have audited the financial statements of The National Garden Scheme Ltd (the 'charitable company') for the year ended 31 December 2020 which comprise the statement of financial activities, statement of financial position, cash flow statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102, the Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

### **In our opinion the financial statements:**

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2020, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### **Conclusions relating to going concern**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

### **Other information**

The trustees are responsible for the other information. The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

## Report of the independent auditor to the Trustees of the National Garden Scheme (a company limited by guarantee)

### **Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the strategic report and the trustees' report have been prepared in accordance with applicable legal requirements.

### **Matters on which we are required to report by exception**

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

### **Responsibilities of trustees**

As explained more fully in the trustees' responsibilities statement in section 16 of the Trustees' Report, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

### **Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

### **Use of our report**

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Churchdown Chambers  
Bordyke  
Tonbridge  
Kent TN9 1N

J. Duncan FCA  
Senior Statutory Auditor  
for and on behalf of  
GILBERT ALLEN & CO.  
Registered Auditor  
Chartered Accountants



THE NATIONAL GARDEN SCHEME  
STATEMENT OF FINANCIAL ACTIVITIES (SOFA)  
FOR THE YEAR ENDED 31 DECEMBER 2020

| Total<br>Year to |   |       | Unrestricted<br>Funds | Designated<br>Funds | Total<br>Year to |
|------------------|---|-------|-----------------------|---------------------|------------------|
| 31.12.2019<br>£  |   | Notes | £                     | £                   | 31.12.2020<br>£  |
|                  | <b>Income from:</b>   |       |                       |                     |                  |
| 4,023,560        | Garden income   |       | 944,888               | 0                   | 944,888          |
| 456,124          | Other fundraising activities  | (2)   | 267,864               | 0                   | 267,864          |
| 140,008          | Donations and legacies  | (3)   | 338,233               | 29,250              | 367,483          |
| 27,508           | Investment income   | (4)   | 14,047                | 4,566               | 18,613           |
| 0                | Furlough income   |       | 30,729                | 0                   | 30,729           |
| <hr/> 4,647,200  | <b>Total income</b>   |       | <hr/> 1,595,761       | <hr/> 33,816        | <hr/> 1,629,577  |
|                  | <b>Expenditure on:</b>  |       |                       |                     |                  |
| 3,300,275        | Charitable activities   | (5)   | 1,883                 | 0                   | 1,883            |
| 5,189            | Investment management fees  |       | 6,465                 | 2,049               | 8,514            |
| 1,115,929        | Fundraising activities  | (6)   | 1,009,605             | 21,000              | 1,030,605        |
| 293,568          | Management and administration   |       | 314,336               | 0                   | 314,336          |
| <hr/> 4,714,960  | <b>Total expenditure</b>  |       | <hr/> 1,332,289       | <hr/> 23,049        | <hr/> 1,355,338  |
| 83,325           | <b>(Loss) / Gain on revaluation<br/>and (loss) on sale of investment assets</b> |       | (81,992)              | 19,258              | (62,734)         |
| <hr/> 15,565     | <b>Net movement in funds</b>  |       | <hr/> 181,480         | <hr/> 30,025        | <hr/> 211,505    |
| 614,558          | <b>Funds brought forward at 1 January 2020</b>                                  |       | 386,292               | 243,831             | 630,123          |
| <hr/> 630,123    | <b>Funds carried forward at 31 December<br/>2020</b>                            |       | <hr/> 567,772         | <hr/> 273,856       | <hr/> 841,628    |

THE NATIONAL GARDEN SCHEME  
Company number 5631421  
STATEMENT OF FINANCIAL POSITION AS AT 31 DECEMBER 2020

| 31.12.2019 |   |                             |       | Unrestricted | Designated | 31.12.2020 |
|------------|---|-----------------------------|-------|--------------|------------|------------|
| Total      |   |                             | Notes | Funds        | Funds      | Total      |
| £          |   |                             |       | £            | £          | £          |
| 3,064      | <b>Fixed assets</b>                                   | Tangible assets             | (10)  | 4,903        | 0          | 4,903      |
| 41,120     |   | Intangible assets           | (10)  | 61,452       | 0          | 61,452     |
| 1,424,700  | <b>Financial assets</b>                               | Investments                 | (11)  | 0            | 219,400    | 219,400    |
| 1,468,884  |   |                             |       | 66,355       | 219,400    | 285,755    |
|            | <b>Current assets</b>                                 |                             |       |              |            |            |
| 3,705      |   | Stocks of merchandise       |       | 2,589        | 0          | 2,589      |
| 86,811     |   | Trade and other receivables | (12)  | 64,279       | 0          | 64,279     |
| 2,320,174  |   | Cash and cash equivalents   | (13)  | 879,975      | 54,456     | 934,431    |
| 2,410,690  |   |                             |       | 946,843      | 54,456     | 1,001,299  |
|            | Less:   |                             |       |              |            |            |
|            | <b>Creditors: amounts falling due within one year</b> |                             |       |              |            |            |
| 3,215,000  |   | Funds not yet distributed   | (5)   | 330,272      | 0          | 330,272    |
| 34,451     |   | Trade and other payables    | (14)  | 115,143      | 0          | 115,154    |
| 3,249,451  |   |                             |       | 445,426      | 0          | 445,426    |
| (838,761)  | <b>Net current assets (liabilities)</b>               |                             |       | 501,417      | 54,456     | 555,873    |
| 630,123    | <b>Net assets</b>                                     |                             |       | 567,772      | 273,856    | 841,628    |
|            | Represented by:                                       |                             |       |              |            |            |
| 386,292    | <b>Unrestricted funds</b>                             |                             |       | 567,772      | 0          | 567,772    |
| 243,831    | <b>Designated funds</b>                               |                             | (9)   | 0            | 273,856    | 273,856    |
| 630,123    |   |                             |       | 567,772      | 273,856    | 841,628    |

Approved by Trustees on:

Rupert Tyler  
Chairman of the Board of Trustees

THE NATIONAL GARDEN SCHEME  
STATEMENT OF CASHFLOWS  
FOR THE YEAR ENDED 31 DECEMBER 2020

| 2019<br>£   |  | 2020<br>£   |
|-------------|--|-------------|
| 15,565      | <b>Net movement in funds (SOFA page 15)</b>                  | 211,505     |
| 3,300,275   | Add back Charitable activities                               | 1,883       |
| 3,315,840   | <b>Net movement in funds before Charitable activities</b>    | 213,388     |
| 47,961      | Add back depreciation charge                                 | 40,137      |
| 2,449       | Decrease (Increase) in stock                                 | 1,116       |
| (49,765)    | (Increase) decrease in debtors                               | 22,532      |
| (111,753)   | (Decrease) increase in creditors                             | 80,703      |
| 3,204,732   | <b>Cash generated by operating activities</b>                | 357,876     |
| (3,068,462) | <b>Payments to beneficiaries ( note 5)</b>                   | (2,886,611) |
| (113,673)   | Designated fund disbursements                                | (2,049)     |
| 22,597      | <b>Net cash (consumed) generated by operating activities</b> | (2,530,784) |
|             | <b>Investing activities</b>                                  |             |
| (47,225)    | Purchase of fixed assets                                     | (62,308)    |
| (1,197,723) | Purchase of investments                                      | (81,416)    |
| 170,421     | Proceeds from the sale of investments                        | 1,288,765   |
| (1,074,527) |  | 1,145,041   |
| (1,051,930) | <b>(Decrease) in cash and cash equivalents in the year</b>   | (1,385,743) |
| 3,372,104   | <b>Cash at bank at 1 January 2020</b>                        | 2,320,174   |
| 2,320,174   | <b>Cash at bank at 31 December 2020</b>                      | 934,431     |



**THE NATIONAL GARDEN SCHEME  
NOTES ON THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2020**

## **I. Principal accounting policies**

### **(a) Basis of preparation**

These financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and reporting by charities (SORP 2015), and in accordance with Financial Reporting Standard 102 (FRS 102). NGS is a public benefit entity and has applied the relevant public benefit provisions of FRS 102. The Board of the National Garden Scheme (NGS) is satisfied that NGS has adequate resources to continue in operation for the foreseeable future and, accordingly, these financial statements have been prepared on the basis that NGS is a going concern.

### **(b) Group financial statements**

NGS has a single wholly owned subsidiary, NGS Enterprises Limited, but consolidated financial statements have not been prepared as these would not be materially different from the financial statements of NGS.

### **(c) Income recognition**

Garden income, comprising admission charges and the sale of refreshments, plants and other items at a garden opening, is recognised as income at the date of the garden opening or when received whichever is later. Visiting guides revenue, comprising the sale of The Garden Visitor's Handbook and County booklets, is recognised as income at the point of sale. Advertising revenue is recognised as income in the year of the publication in which the relevant advertising appears. Income from other fundraising events is recognised when the event takes place. Sponsorship, donations and legacies are recognised as income when NGS is entitled to the relevant funds. Sale of merchandise is recognised when title to the goods passes.

### **(d) Employment benefits**

Short term employment benefits, such as salaries, are recognised as an expense in the year in which the employee renders services to NGS other than for compensated absences for which any such accrual would not be material. Membership of People's Pension, a defined contribution retirement benefit scheme, is available to all employees of NGS and contributions to that scheme are recognised as an expense in the year to which they relate.

### **(e) Fixed assets**

Fixed assets are stated at cost less accumulated depreciation. Leasehold improvements, equipment and computer software costing less than £1,000 are recognised as expenditure in the year of acquisition. Expenditure on all other such fixed assets is capitalised at cost and depreciation is provided on a straight-line basis over their expected useful lives as follows:

- Leasehold improvements over the period of the lease
- Equipment and software expenditure over 3 years.

### **(f) Stocks**

Stocks of merchandise are valued at the lower of cost or net realisable value.

### **(g) Financial assets**

Financial assets, which comprise quoted investments, are stated at fair value.

### **(h) Cash and cash equivalents**

Cash includes cash in hand and deposits. Cash equivalents are short term, highly liquid investments (deposits of three months or less) that are readily convertible to known amounts of cash including insignificant risk of change in value.

THE NATIONAL GARDEN SCHEME  
NOTES ON THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2020

|   |                 |                 |
|---|-----------------|-----------------|
| <b>2. Other fundraising activities income</b> | <b>2019</b>     | <b>2020</b>     |
|   | <b>£</b>        | <b>£</b>        |
| Advertising revenue                           | 182,441         | 196,366         |
| Fundraising events                            | 127,941         | 17,129          |
| Other income                                  | 145,742         | 54,369          |
|   | <u>456,124</u>  | <u>267,864</u>  |
| <br><b>3. Donations and legacies</b>          | <br><b>2019</b> | <br><b>2020</b> |
|   | <b>£</b>        | <b>£</b>        |
| Unrestricted funds                            |                 |                 |
| Sponsorship                                   | 105,000         | 105,000         |
| Donations including Gift Aid                  | 25,008          | 233,233         |
|   | <u>130,008</u>  | <u>338,233</u>  |
| Legacies                                      | 10,000          | 29,250          |
|   | <u>140,008</u>  | <u>367,483</u>  |
| <br><b>4. Investment income</b>               | <br><b>2019</b> | <br><b>2020</b> |
|   | <b>£</b>        | <b>£</b>        |
| Bank interest received                        | 7,501           | 5,087           |
| Income from quoted investments                | 20,007          | 13,526          |
|   | <u>27,508</u>   | <u>18,613</u>   |

THE NATIONAL GARDEN SCHEME  
NOTES ON THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2020

## 5. Charitable activities expenditure

|   | Approved at<br>31.12.2019 | Paid in year       | Distributions | Approved at<br>31.12.2020 |
|---|---------------------------|--------------------|---------------|---------------------------|
|   | £                         | £                  | £             | £                         |
| <b>Nursing Beneficiaries</b>                |                           |                    |               |                           |
| The Queen's Nursing Institute               | 370,000                   | (370,000)          | 0             | 0                         |
| Macmillan Cancer Support                    | 500,000                   | (425,000)          | 0             | 75,000                    |
| Marie Curie                                 | 500,000                   | (425,000)          | 0             | 75,000                    |
| Hospice UK                                  | 500,000                   | (425,000)          | 0             | 75,000                    |
| Carers Trust                                | 400,000                   | (345,000)          | 0             | 55,000                    |
| Parkinson's UK                              | 185,000                   | (157,500)          | 0             | 27,500                    |
| Horatio's Garden                            | 75,000                    | (75,000)           | 0             | 0                         |
| Mind  | 80,000                    | (80,000)           | 0             | 0                         |
| <b>Garden and Health Beneficiaries</b>      |                           |                    |               |                           |
| Perennial                                   | 100,000                   | (85,000)           | 0             | 15,000                    |
| Community Gardens                           | 100,000                   | (92,228)           | 0             | 7,772                     |
| Garden Museum                               | 10,000                    | (10,000)           | 0             | 0                         |
| ABF The Soldiers' Charity                   | 80,000                    | (80,000)           | 0             | 0                         |
| WRAGS (Work & Retrain as a Gardener Scheme) | 65,000                    | (65,000)           | 0             | 0                         |
| National Botanic Garden Wales               | 20,000                    | (20,000)           | 0             | 0                         |
| Professional Gardeners' Trust               | 20,000                    | (20,000)           | 0             | 0                         |
| Maggie's Centres                            | 100,000                   | (100,000)          | 0             | 0                         |
| Well Halton                                 | 75,000                    | (75,000)           | 0             | 0                         |
| The Patchworking Garden                     | 20,000                    | (20,000)           | 0             | 0                         |
| Greenfingers                                | 15,000                    | (15,000)           | 0             | 0                         |
| <b>Other Beneficiaries</b>                  |                           |                    |               |                           |
| Local charities nominated by garden owners  | -                         | (1,883)            | 1,883         | 0                         |
| <b>Total Funds for Distribution</b>         | <u>3,215,000</u>          | <u>(2,886,611)</u> | <u>1,883</u>  | <u>330,272</u>            |

Distributions approved at 31 December each year are ordinarily paid in April and June of the following year. Since the effect that the pandemic has had on our garden income for 2020, payment of the approved distributions in these financial statements may be reduced, delayed or cancelled.

In addition to the distributions set out above other charities raised £6,577 (2019: £322,000) through the sale of refreshments and plants at garden openings organised by the National Garden Scheme.



THE NATIONAL GARDEN SCHEME  
NOTES ON THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2020

| <b>6. Fundraising activities expenditure</b> | <b>2019</b>      | <b>2020</b>      |
|--|------------------|------------------|
|  | <b>£</b>         | <b>£</b>         |
| Garden opening                               | 574,928          | 557,202          |
| Marketing, publicity and fundraising events  | 541,001          | 473,403          |
|  | <u>1,115,929</u> | <u>1,030,605</u> |

The expenditure on generating voluntary income was less than £100,000 in both years.

## **7. Staff costs, trustees remuneration and interests**

### **Key management personnel**

Key management personnel are those persons having authority for planning, directing and controlling the activities of NGS. These comprise members of the Board and the Chief Executive. The total remuneration of the NGS's key management personnel was £97,242 (2019: £98,509) for the year of which £8,276 (2019: £7,150) was employer's pension contributions. The basis of disclosure of variable pay has been changed to align with the year to which it relates and the comparative figures have been restated on a consistent basis.

### **Board members**

NGS board members are the Trustees of NGS for charitable law purposes. Trustees received no remuneration and waived no remuneration during the year (2019: £nil). Expenses relating to travel and subsistence of £228 (2019: £20,280) were reimbursed to 13 (2019:13) Trustees. NGS maintains indemnity insurance for its Trustees, officers and employees at a cost of £828 (2019: £1,613).

| <b>Staff costs:</b>               | <b>2019</b>    | <b>2020</b>    |
|-----------------------------------|----------------|----------------|
|                                   | <b>£</b>       | <b>£</b>       |
| Salaries                          | 442,725        | 457,858        |
| Social security and pension costs | 66,266         | 68,675         |
|                                   | <u>508,991</u> | <u>526,533</u> |

The average weekly number of employees during the year was: 13 13

| <b>8. Auditor's remuneration</b>  | <b>£</b>     | <b>£</b>     |
|-----------------------------------|--------------|--------------|
| Audit of the financial statements | 4,600        | 4,600        |
| All other assurance services      | <u>1,500</u> | <u>1,800</u> |

THE NATIONAL GARDEN SCHEME  
NOTES ON THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2020

## 9. Designated funds

Designated funds comprise those funds which the Trustees have set aside for specific future purposes.

|                            | <b>31.12.2019</b> | <b>Incoming<br/>Resources</b> | <b>Outgoing<br/>Resources</b> | <b>Revaluation<br/>surplus</b> | <b>31.12.2020</b> |
|----------------------------|-------------------|-------------------------------|-------------------------------|--------------------------------|-------------------|
|                            | £                 | £                             | £                             | £                              | £                 |
| The NGS Legacy Fund        | 243,831           | 33,816                        | (21,000)                      | 19,258                         | 273,856           |
| Investment management fees | 0                 | 0                             | (2,049)                       | 0                              | 0                 |
|                            | <u>243,831</u>    | <u>33,816</u>                 | <u>(23,049)</u>               | <u>19,258</u>                  | <u>273,856</u>    |

For details of Designated funds see section 13 of the Trustees Annual report.

## 10. Fixed assets

|                                    | <b>Tangible<br/>Equipment</b> | <b>Intangible<br/>Software</b> | <b>Total</b>   |
|------------------------------------|-------------------------------|--------------------------------|----------------|
|                                    | £                             | £                              | £              |
| Cost at 1 January 2020             | 24,704                        | 116,081                        | 140,785        |
| Additions in year                  | <u>5,548</u>                  | <u>56,760</u>                  | <u>62,308</u>  |
| Cost at 31 December 2020           | <u>30,252</u>                 | <u>172,841</u>                 | <u>203,093</u> |
| Depreciation at 1 January 2020     | 21,640                        | 74,961                         | 96,601         |
| Charge in year                     | <u>3,709</u>                  | <u>36,428</u>                  | <u>40,137</u>  |
| Depreciation at 31 December 2020   | <u>25,349</u>                 | <u>111,389</u>                 | <u>136,738</u> |
| Net book value at 31 December 2020 | <u>4,903</u>                  | <u>61,452</u>                  | <u>66,355</u>  |
| Net book value at 31 December 2019 | <u>3,064</u>                  | <u>41,120</u>                  | <u>44,184</u>  |

THE NATIONAL GARDEN SCHEME  
NOTES ON THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2020

| II. Financial assets                 | 2019             | 2020           |
|--------------------------------------|------------------|----------------|
| Unrestricted Funds                   |                  |                |
| Investments                          | £                | £              |
| Fair value at 1 January 2020         | 0                | 172,307        |
| Additions                            | 1,169,798        | 0              |
| Disposals                            | (50,434)         | (1,090,315)    |
| Decrease in value in the year        | 52,943           | (81,992)       |
| Fair value at 31 December 2020       | <u>1,172,307</u> | <u>0</u>       |
| Investments at fair value comprised: |                  |                |
| Fixed interest                       | 420,729          | 0              |
| UK equities                          | 240,636          | 0              |
| Overseas equities                    | 263,020          | 0              |
| Alternative assets                   | 179,289          | 0              |
| Property                             | 68,633           | 0              |
| Fair value at 31 December 2020       | <u>1,172,307</u> | <u>0</u>       |
| Designated Funds                     |                  |                |
|                                      | £                | £              |
| Fair value at 1 January 2020         | 298,772          | 252,393        |
| Additions                            | 27,925           | 81,416         |
| Disposals                            | (104,686)        | (133,667)      |
| Increase in value in the year        | 30,382           | 19,258         |
| Fair value at 31 December 2020       | <u>252,393</u>   | <u>219,400</u> |
| Investments at fair value comprised: |                  |                |
| Fixed interest                       | 39,234           | 32,654         |
| UK equities                          | 75,524           | 58,638         |
| Overseas equities                    | 95,694           | 89,325         |
| Alternative assets                   | 29,811           | 30,000         |
| Property                             | 12,130           | 8,783          |
|                                      | <u>252,393</u>   | <u>219,400</u> |



THE NATIONAL GARDEN SCHEME  
NOTES ON THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2020

| <b>12. Trade and other receivables</b> | <b>2019</b>   | <b>2020</b>   |
|--|---------------|---------------|
|  | <b>£</b>      | <b>£</b>      |
| Trade debtors                          | 14,390        | 31,319        |
| Prepayments                            | 67,390        | 32,959        |
| HMRC - VAT                             | 5,030         | 0             |
| NGS Enterprises Limited                | 1             | 1             |
|  | <u>86,811</u> | <u>64,279</u> |

| <b>13. Cash and cash equivalents</b> | <b>2019</b>      | <b>2020</b>    |
|--------------------------------------|------------------|----------------|
|                                      | <b>£</b>         | <b>£</b>       |
| Co-operative Bank                    | 133,080          | 83,291         |
| Royal London Cash Management         | 2,153,058        | 831,028        |
| Barclays Bank                        | 0                | 8,511          |
| Investec Wealth and Investment       | 34,036           | 11,601         |
|                                      | <u>2,320,174</u> | <u>934,431</u> |

| <b>14. Trade and other payables</b> | <b>2019</b>   | <b>2020</b>    |
|-------------------------------------|---------------|----------------|
|                                     | <b>£</b>      | <b>£</b>       |
| Trade creditors                     | 260           | 19,801         |
| Accruals                            | 20,506        | 21,057         |
| HMRC - VAT                          | 0             | 35,741         |
| Deferred income and creditors       | 10,034        | 34,904         |
| Other creditors                     | 3,651         | 3,651          |
| <b>Unrestricted Funds</b>           | <u>34,451</u> | <u>115,154</u> |

**15. Lease obligations**

At 31 December 2020 the Charitable Company had an annual commitment under a non-cancellable operating lease (property rental) as set out below:

|                                | <b>2019</b>   | <b>2020</b>   |
|--------------------------------|---------------|---------------|
|                                | <b>£</b>      | <b>£</b>      |
| Operating lease which expires: |               |               |
| Within one year                | 18,846        | 18,846        |
| Within two to five years       | 50,256        | 31,410        |
|                                | <u>69,102</u> | <u>50,256</u> |





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