

Annual Report & Accounts 2016

President Sir Euan Anstruther-Gough Calthorpe Bt

THE **BIRMINGHAM**
BOTANICAL
GARDENS
AN EDUCATIONAL CHARITY

NOTICE IS HEREBY GIVEN that the Annual General Meeting of Birmingham Botanical and Horticultural Society Limited will be held at the Botanical Gardens and Glasshouses, Westbourne Road, Edgbaston, Birmingham on Monday 26 September 2016 at 6pm to transact the following business:

To receive and adopt the statement of accounts for the year ended 31 March 2016 and the reports of the Trustees and of the Auditors.

1. To re-elect Members of the Committee:
Dr. B. Leadbeater, Mr. V. Aspland, Mr. H. Kang, Dr. D. Bermingham.
2. To approve the following resolution: That with effect from 1 April 2017 the annual charges for membership of the Society, inclusive of Value Added Tax shall be:

i Family Membership (Entry for up to 2 adults and 3 concessions)	£65
ii Adult Membership (One adult plus guest)	£40
iii Corporate Season Ticket (Entry for five people)	£117.50
iv Concession Membership (Students and over 60's plus guest)	£27.50
v Life Membership (Entry for one person plus guest)	£795
vi Senior Life Membership (Entry for one person over 60 plus guest)	£450

NOTE: £2 discount is given to Family, Adult and Concession Members who pay by Direct Debit.

3. To appoint the auditor and authorise the Committee to agree their remuneration.
4. To transact any other business which may be transacted at an AGM.

BY ORDER OF THE COMMITTEE

M. A. LIBERSON Chairman

Registered Office:
Birmingham Botanical Gardens
Westbourne Road, Edgbaston Birmingham B15 3TR
Telephone +44(0)121 454 1860
Facsimile +44(0)121 454 7835
Email admin@birminghambotanicalgardens.org.uk

THE BIRMINGHAM
BOTANICAL
GARDENS
AN EDUCATIONAL CHARITY

THE BOTANICAL GARDENS'
STAFF AT 31 MARCH 2016

Management Team

Chief Executive and Curator
Finance Manager
Education Manager
Maintenance Manager
Marketing Manager
Retail Supervisor
Horticulture Supervisor (*external*)
Horticulture Supervisor (*internal*)

Finance

K.Kang

Maintenance

D. Husselbee
J. McFarlane
V. Jones

Horticulture

N. Hopes
L. Villedieu
E. Adams
W. Durrant

Education

V. Weston
N. Keyte
A. Braund
R. Carless

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2016

J. Wheeler
M. Purcell
J. Jarvis
M. Taylor
K. Hill
Y. McLaren
C. Morris
W. Williams

Retail and Reception

A. Humphries
A. Begum
B. Lee
E. Savage
M. Walker
R. Williams
S. Meese

BIRMINGHAM BOTANICAL AND HORTICULTURAL SOCIETY LIMITED

Report of the Trustees for the year ended 31 March 2016

The Trustees are pleased to present their Report together with the financial statements of the Charity for the year ended 31 March 2016.

Reference and administrative details

Charity number: 528981
Company number: 248827

General Committee (*Trustees of the Society*)

Mr M. A. Liberson	(Chairman)
Mr P. H. White	(Deputy Chairman)
Mr V. A. Aspland	
Mrs R. M. Graville	
Dr B.S.C. Leadbeater	
Mr A. J. Jones	
Mr J. R. Taylor	
Mrs K. J. Hartigan	(Treasurer. Appointed Secretary 7 December 2015)
Ms P. Pickavance	(Resigned 22 June 2015)
Mrs C. Clutton – Brock	(Resigned 19 October 2015)
Mrs J. Lyle	(Resigned 20 October 2015)
Mr A. Sharma	
Mr M. Addison	(Resigned 4 September 2015)
Mr H. Kang	(Appointed 22 February 2016)
Dr D. Bermingham	(Appointed 22 February 2016)

In accordance with the Articles of Association, Barry Leadbeater, Vic Aspland, Harjinder Kang and Desmond Bermingham retire and being eligible, offer themselves for re-election.

Other Committees and their Chairmen at 31 March 2016

Development Committee:	Mr P. H. White
Education Committee:	Dr B.S.C. Leadbeater
Finance Committee:	Mrs K. J. Hartigan
Horticultural Committee:	Mr V.A. Aspland
Operations Committee:	Mr J.R. Taylor

Birmingham Botanical Gardens (*Enterprises*) Ltd Chairman:

Mr M.A. Liberson

The Friends of Birmingham Botanical Gardens Chairman:

Mrs R.K. Radford

Auditor

Moore Stephens LLP
35 Calthorpe Road, Edgbaston, Birmingham, B15 1TS

Bankers

National Westminster Bank
36, Harborne Road, Edgbaston B15 3BS

**‘the Charity’s
trading and
fundraising
activities show
positive progress’**

STRUCTURE GOVERNANCE AND MANAGEMENT

Governing Document

Birmingham Botanical and Horticultural Society is a company limited by guarantee governed by its Memorandum and Articles of Association. It is a charity registered with the Charity Commission.

Trustees and Organisation

Trustees are appointed on recommendation to the Board based on the contribution they can make to the Charity with the skills they possess. Trustees receive an induction programme on appointment with periodic updates on trustee responsibilities.

The Board of Trustees, which can have up to 18 members, administers the Charity. The Board meets up to 10 times a year and there are sub-committees covering development, education, finance, horticulture and operations which meet regularly.

Related parties

The Charity has a wholly owned subsidiary, Birmingham Botanical Gardens (Enterprises) Limited which was established to operate the retail and other commercial activities of the Society and gift aids its profits to the Charity.

Risk management

The Trustees have a risk management strategy which comprises:

- The annual review of risks the Charity might face.
- The establishment of systems and procedures to mitigate such risks.
- The implementation of procedures designed to minimize any potential impact on the charity should those risks materialise.

The Risk Management Policy is contained within the Charity's Corporate Governance Document.

Trustees have identified the following main risks to the Charity:

Maintenance of property: The Gardens employ professional advisors to carry out annual inspections.

Fraud: The Gardens have in place effective controls and procedures with regards to payments of invoices and handling of cash. A Fraud policy is also contained within our employee handbook.

Cash Flow Difficulties: The Gardens operate tight budgetary controls internally. Management accounts and twelve month rolling cash flow projections are reviewed regularly during the Trustees board meetings. A reserves policy of 3 months normal costs is also in place.

Failure of Caterers: The Gardens hold regular meetings and receive monthly sales reports from our caterers. We are working closely with them to help them achieve success.

Commitment

The Trustee's record of attendance at meetings of the General Committee is stated below:

	Attendances	Eligible to Attend
Mr M. A. Liberson	8	9
Mr V. A. Aspland	7	9
Mrs R. M. Graville	2	9
Dr B.S.C. Leadbeater	8	9
Mr P. H. White	8	9
Mr A. J. Jones	4	9
Mr J. R. Taylor	9	9
Mrs K. J. Hartigan	7	9
Ms P. Pickavance	2	2
Mrs C. Clutton - Brock	5	6
Mrs J. Lyle	4	6
Mr A. Sharma	6	9
Mr M. Addison	1	4
Mr H. Kang	1	1
Dr D. Bermingham	1	1

**'volunteers
are vital to
the successful
operation of
the Charity'**

AIMS AND OBJECTIVES

The aims of the Charity are:

To further public education in botany, horticulture and zoology and provide facilities for research.

To maintain and operate the Birmingham Botanical Gardens and Glasshouses for the above purpose and for the recreation of the public.

The Charity's objectives continue to be to maintain the Gardens at Westbourne Road, Edgbaston to an outstanding quality and to continue to develop them by introducing new and innovative features for education and recreation. The Charity's educational programmes include education for schools, higher education provision with Birmingham Metropolitan College from our purpose built Study Centre, horticultural apprenticeships and leisure learning courses. The Charity's horticultural activities concentrate on maintaining and developing the Gardens and Glasshouses and encompass both conservation and interpretation for the pleasure of the public and for educational purposes.

In setting our objectives and planning our activities, the Charity has given careful consideration to the Charity Commissioners' general guidance on public benefit. The Charity has a policy that access to our facilities and education should be available to those who cannot afford to be members or pay the full admission price. Residents of Birmingham who have a passport to leisure pay a concessionary rate. This rate is available to those who have severe mental or physical disabilities. Children are also given a reduced admission price.

The Charity, its commercial subsidiary and subcontractors operate commercial activities such as banqueting and conferencing from purpose-built suites within the Gardens. These activities make a significant financial contribution to the Society annually.

Volunteers are vital to the successful operation of the Charity. The Charity receives a substantial input of volunteer help in all aspects of running the Gardens for which we are extremely grateful.



OVERVIEW OF THE YEAR

We report below the key achievements during the year ended 31 March 2016 in pursuance of our aims and objectives.

The highlight of our horticultural year was the renovation of our Mediterranean Glasshouse.

These buildings enable the Gardens to offer the widest possible range of plants and educational opportunities and they are a key element in our future success. We are grateful for the financial support we have received in response to our appeals for help to fund vital repairs.

The Charity welcomed a new Education Manager James Jarvis to the Gardens and he is now making a valuable impact on the further development of our thriving schools' educational visits programme. The Charity's partnership with Birmingham Metropolitan College continues to thrive with an increased number of students being taught by the College on our site.

Work continues to secure the future of the Charity's listed and historic buildings, in particular our glasshouses, which are in need of renovation.

The Charity's trading and fundraising activities show positive progress. The creation of a new visitor exit through our shop has increased retail sales. We received kind support from several Trusts for the provision of new play facilities for which we are extremely appreciative and which have been well received by our younger visitors and their parents. Our caterer Ampersand continues to trade successfully on our site and to provide a popular service to our visitors.

Most encouragingly, the number of day visitors to the Gardens showed an increase, with a resulting increase in admissions income. Our membership also increased in the year and we thank all our members for their loyalty and support.

The Charity continues to keep tight control of our costs to ensure that all available resources are devoted to our charitable objectives. Staff departing during the year included Deborah Knott, our long serving Education Officer.



We are grateful for her commitment and hard work over the years. New permanent appointments include Wyl Durrant and Edward Adams who joined our horticultural team. New Trustees joining the Board this year are Harjinder Kang and Desmond Bermingham who offer valuable expertise to the Gardens. Volunteers provided us with nearly 4000 hours of work during the year. All bring fresh energy and enthusiasm to the Charity.

The Society offers grateful thanks to the Friends of the Botanical Gardens for their tireless efforts in raising much needed funds for the Charity. These activities bring much pleasure to visitors and include our popular Spring Book Sale and our commemorative Memory Garden, full details of which are available on our website.

We also offer our sincere thanks to all our Staff, Trustees, Friends and Volunteers for their work on the Gardens' behalf in the past year. We look forward to working with you all to improve the Charity for the greater enjoyment of all who visit.

Finally, we thank our members and visitor audience for their support in 2016. Because of you, this unique attraction continues to be enjoyed by all who visit. We look forward to welcoming you here again in the coming year.



**‘the number
of day visitors
to the Gardens
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increase’**



HORTICULTURE

Without doubt, the highest-profile horticultural development in the last year has been the rebuilding of the Mediterranean glasshouse. The rebuild was finished on the day of the Trustees Charity Ball, so the horticultural staff had a busy day restoring the plant displays. Plans are now in hand to enhance the plant display with a range of plants from other parts of the world with a similar climate, which have become widely planted in the Mediterranean area. Also in this glasshouse, Lily of the Valley (*Convallaria majalis*, normally May-flowering), was forced, to flower at Christmas, a practice which was commonplace in the early days of the Gardens. Before the introduction of the Poinsettia from Mexico, this was 'the' Christmas flower.

In the adjacent Subtropical House, the new plant Evolution trail was completed. This tells the story of plant evolution over the last 1.6 billion years, beginning with the most primitive single-celled algae and ending with orchids, the most highly evolved land plants. This will continue to build into a stimulating educational resource.

From later May to early September, the Butterfly House again proved to be very popular. Many visitors would like to have this feature for a longer season, but this is impractical, as tropical butterflies will only fly when light levels (and temperatures) are high.

'planting continues to make an area for quiet contemplation'



During winter, the canopy in the Tropical and Subtropical Houses was extensively pruned to encourage the formation of new flowering shoots and to increase the amount of heating by the sun. The *Medinilla magnifica* in the Tropical House responded well to the extra light by producing numerous flower buds. This is believed to be the largest specimen in the UK.

In 2012, a very tricky process began: the air-layering of *Dicksonia x lathamii*. The specimen in the Tropical House is the only one known in the world: it was raised in the 1870s by the Curator of the Gardens. The horticulture team were very conscious of the responsibility. By October 2013 re-rooting was complete and the giant cutting was planted in a shadier part of the house considered to be more suitable for it. During the reporting period, it began to show strong growth, so all is well for perhaps another fifty years.

In the Gardens, the Memory Pool was completed, and planting continues to make it an area for quiet contemplation. Elsewhere, funding was secured for three new pieces of equipment for the Playground, installed in August 2015 where the ethos is the exact opposite. The redevelopment of this area continues.



The earlier plantings of crocus were much appreciated by our visitors, but in spring 2015 were equally appreciated by the local squirrels, which devastated the stock. These have been replaced with several thousand snowdrops and small narcissi. The area around the bandstand has been newly replanted with Camellias, Paeonies and Hydrangeas. Parts of the Herbaceous Border had become infested with perennial weeds, so part of it was cleared completely, and when clean will be replanted in the autumn. Following the success of the new rose plantings in 2014-15, a further two beds in the Rose garden were replanted, with equal success.

Returning indoors, the winter bulb display was again popular, and not damaged by squirrels. The domination of the display by winter-flowering *Cyclamen persicum* (the wild species rather than the florist's hybrids) hinted at developments behind the scenes. With the support of Vic Aspland, the Gardens have been building up an extensive collection of Cyclamen species, and has applied to Plant Heritage for registration as a holder of a National Collection.

All of these developments rely very strongly on the work of skilled horticulturalists. The Gardens are keen to support our existing staff, and to foster the next generation. Apprentices Wyl Durrant and Aaron Smith proved to be such good students that both were offered positions within the Gardens. We have also welcomed Eddie Adams as a part-time gardener. Eddie was a student at Birmingham Metropolitan College studying horticulture before joining the Gardens, so the link forged with the College is proving its worth. Our Senior Supervisor of the external areas, Christine Morris has now reduced her working hours as part of a gradual progression to retirement. Her energy and initiative in this role has driven a significant improvement in many areas of the Gardens. We wish her well for the future. Our horticultural staff are also supported by a band of volunteers, whose contribution to the maintenance of the Gardens is invaluable.

EDUCATION

The primary objective of the Education department this year has been to manage the seven month period between the departure of the previous incumbent and the employment of a new Education Manager. This has been managed successfully, largely due to the diligence of the existing department staff. School numbers were maintained during this period and are now starting to increase.

The number of school pupils and adults who visited the Gardens this year was over 14,000. 290 school groups visited, resulting in an increased income compared to last year. This increase is an excellent result when the challenges outlined in the opening paragraph are taken into consideration.

56% of visits came from Birmingham schools. 44% of visits came from areas further afield including Staffordshire, Nottinghamshire, Derbyshire and Buckinghamshire.

Customer satisfaction continues to be very positive with 97% of schools rating teaching sessions as Very Good or Outstanding. Recent evaluation comments from teachers include; 'Thanks – difficult to think of improvements – a very worthwhile and enjoyable visit!' and 'Excellent hands on experience for the children. The session really helped to put our rainforest topic into context for our pupils'.

A Learning Outside the Classroom Quality Badge was re-awarded in March as a nationally recognised indicator of good quality educational provision.

New arrivals in Education are James Jarvis as Education Manager, and Amanda Braund and Ruth Carless who have joined us as permanent, part-time teaching staff.

We currently have 10 volunteers who make a valuable contribution to our educational activities. Volunteers are a valuable resource and more will be recruited as and when necessary and available.

We currently have 3 work experience students scheduled to complete one or two week placements with us throughout the rest of this academic year, and we will continue to offer these placements to suitable candidates at appropriate times of the year.

'The number of school pupils and adults who visited the Gardens this year was over 14,000'

The Education animal collection has remained largely unchanged over the last year. The previous bearded dragon (Hugh) passed away, but has been replaced with our new dragon (Rocky). The giant millipedes (Ebony and Daisy) also passed away but have been replaced with 6 Indian stick insects (the Twiglets). Tree frogs will also be acquired soon to complement the rainforest and animal handling teaching sessions. All animal care plans and risk assessments will be updated accordingly.

A new teaching session has also been designed, and is available for schools to book, to incorporate the popular butterfly house in order to increase school numbers.

Alongside the 2 upstairs classrooms (the Kenrick and Treetops rooms) and the Gallery that are currently used as teaching spaces, areas like the Teulon Cottage, cob building and marquees are in the process of being cleared, cleaned and redecorated to be used as additional classrooms to increase our capacity for school numbers.

The two upstairs classrooms are also in need of redecoration, which is in the process of being organised with the help of donors to keep the cost of this down.

February half-term public animal show-and-tell sessions were very popular as all 14 sessions (560 people) across the week were fully booked. There was also face painting, trails, arts and crafts. The same is planned for the upcoming Easter holidays.

Family explorer backpacks and trails continue to attract good attendances. These activities will continue to offer entertainment to our visitors during the coming year.

Photography courses spanning four weeks for beginners and advanced participants were

offered on Saturdays in February, April, June, September and November. Good feedback is always obtained from these courses.

The Gardens still has a mutually-beneficial agreement with BMet (monthly rent paid to the Gardens) where they use the Study Centre to offer a range of full-time, part-time and short course programmes and apprenticeships. Courses include horticulture, conservation and floristry.

We look forward to growth in the number of educational visits, mainly due to the additions in staffing and an improvement in the facilities we offer for learners at the Gardens. We will continue to appeal for additional financial support for these most worthwhile activities.



FINANCE

For the financial year 2015/16 the charity produced a loss of £82,962, an improvement of £4,621 compared to last year's deficit of £87,583.

Total income increased by 2% compared to 2014/15.

Income from donations and legacies rose by 30% during the year, with a legacy of £19,500 being gratefully received during March. We express our greatest thanks to everyone who has made a donation this year.

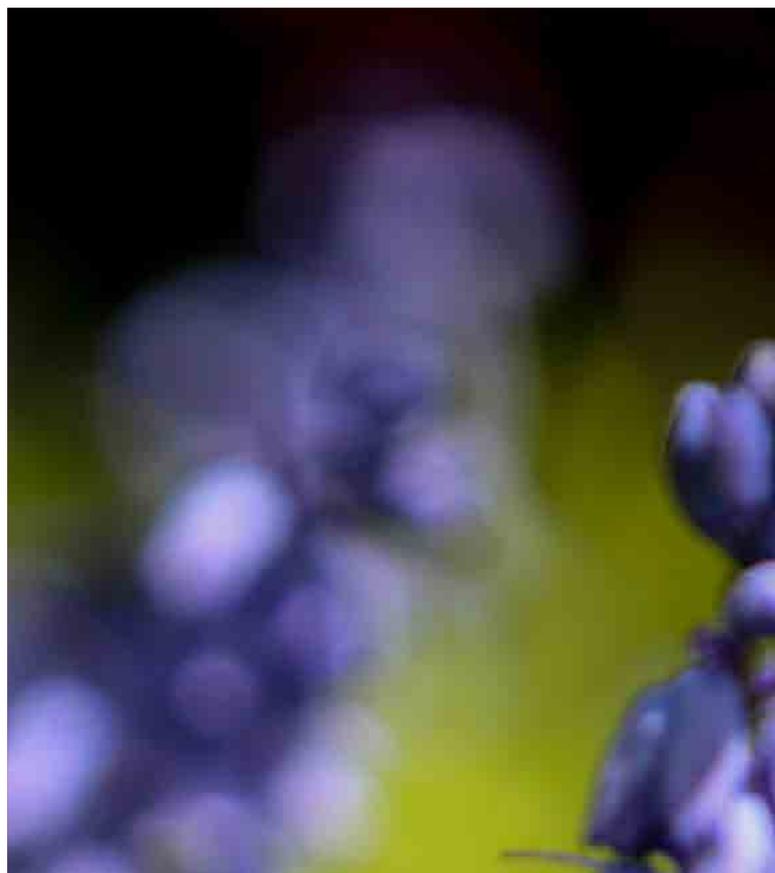
Banqueting income remained the same as last year, which is the guaranteed minimum we receive annually under the terms of our contract with our current caterers. Ampersand remains hopeful that by 2017/18 we will be receiving income above this minimum guarantee.

Following the building of our new exit through the shop, sales increased by 4%, producing additional turnover of £7,500.

With this year being the first full year without our partnership with the OLS, we have managed to increase our education income by a further 1% and we expect there to be a larger increase during 2016/17.

Income from Gardens rose by 1% more than last year. We had two major fundraising events during the year; the Trustees Ball and the Ladies Lunch Fashion Show. Combined, they generated income of £29,000 and produced profits of over £13,000. We would like to thank everyone who supported these events by making donations, buying tickets and providing services free of charge. All profits will be invested back into the Gardens to improve our visitor offer and maintain our precious grounds and glasshouses. We hope to make these events an annual feature.

We saw a large increase in our admissions income this year of nearly £19,000, whilst our membership income was down by £9,000. The decrease in membership income is partly due to new members receiving a 25% discount, which has now been discontinued.



Costs to the Charity rose by 2%. This year we invested more in fundraising which is proving to be worthwhile. This has enabled us to complete phase one of our adventure playground in April of the 2016/17 financial year, with the help of a BIFFA grant.

Staff costs rose by less than 1% but full time equivalent employees at year end were down from 23 to 20.5. This variance is due to there being a 6 month gap between the departure of our education manager and the new appointee taking up their post. The pension auto enrolment has increased our staff costs by over £3,000 and this year we have also had to make an additional accrual for holidays not yet taken by employees at year end, which amounted to a cost of £7,000.

Capital expenditure during the year was £186,000. This spend included the new exit through the shop and £108,000 on Glasshouse repairs, of which £6,000 was covered by restricted donations.

We continue with our Glasshouse appeal to help fund the further glasshouse repairs that will be needed in the near future. All support is much appreciated.

RESERVES POLICY

The Charity has established the level of reserves, that is those funds that are freely available that the Charity ought to retain. Adequate reserves are required for the unexpected costs and for future investment. The Charity has a policy of ensuring that cash or borrowing facilities are available to cover three months of normal expenditure. Normal expenditure excludes depreciation and restricted funds expenditure.

Three months of normal expenditure now amounts to approximately £269,000 and year end cash amounted to £264,000.

FUTURE

The Charity's five year business plan is focused on developing the business on a sustainable financial model in a rapidly changing economic environment. The Charity has long term development plans to further its aims with a potential expansion including changes to the entrance, a larger car park and visitor facilities. Renovation of the glasshouse areas, a new nursery complex and other improvements will follow. The Charity is also researching funding from sponsorship, making bids to funding bodies and seeking legacies to support the ongoing maintenance of the facilities at the gardens. These developments are designed to attract additional visitors from an increasingly diverse audience, to improve further our educational activities, and to address issues of importance in our changing world. We look forward to the further implementation of our plans to secure the future of the Charity and our historic site and to raise our attraction to a new level of excellence.

In all of these activities, the Charity will be guided by the invaluable feedback received from our visiting audience.

The Charity continues to recruit new Trustees, Staff and Volunteers to assist us. For further details, please contact James Wheeler, or view the Gardens' website;

www.birminghambotanicalgardens.org.uk

'Income from donations and legacies rose by 30% during the year'



'a year at the gardens'





TRUSTEES' RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS

Company law requires the Trustees to prepare financial statements which 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 then apply them consistently;
- Observe the methods and principals in the Charities SORP;
- Make sound judgments and estimates that are reasonable and prudent;
- State whether applicable UK accounting standards have been followed, 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 assume that the Charity will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Companies Act 2006. The Trustees are also responsible for safeguarding the assets of the Charity and for taking steps for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Disclosure of information to the auditor

So far as each of the Trustees is aware, there is no relevant audit information as defined in the Companies Act 2006 of which the company's auditor is unaware, and each of the Trustees has taken all the steps that they ought to have taken as Trustees to make themselves aware of any relevant audit information as defined and to establish that the company's auditor is aware of that information.

Auditors

Mazars LLP resigned from office during the year and Moore Stephens LLP were appointed in their place. A resolution to reappoint the auditors, Moore Stephens LLP, will be proposed at the Annual General Meeting.

On behalf of the Trustees on 25 July 2016

Martyn Liberson
Chairman



INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF BIRMINGHAM BOTANICAL AND HORTICULTURAL SOCIETY LIMITED

We have audited the financial statements of Birmingham Botanical and Horticultural Society Limited for the year ended 31 March 2016 which comprise the Consolidated Statement of Financial Activities, the Group and Company Balance Sheets, the Consolidated Cash flow Statement and the related notes. 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".

This report is made solely to the company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006 and section 144 of the Charities Act 2011 and regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditors' 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 company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

'Following the build of our new exit through the shop, sales increased by 4%'

Respective responsibilities of trustees and auditor

As explained more fully in the Trustees' Responsibilities Statement set out on page 13, 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.

We have been appointed auditor under the Companies Act 2006 and section 151 of the Charities Act 2011 and report in accordance with those Acts. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the annual report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF BIRMINGHAM BOTANICAL AND HORTICULTURAL SOCIETY LIMITED *continued*

Opinion on the financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the group's and the parent charitable company's affairs as at 31 March 2016 and of the group's 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.

Opinion on the other matter prescribed by the Companies Act 2006

In our opinion the information given in the Trustees' Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where 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 trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Nicholas Simkins
(Senior Statutory Auditor)

For and on behalf of Moore Stephens LLP
26 September 2016

Chartered Accountants and Statutory Auditor
35 Calthorpe Road,
Edgbaston,
Birmingham, B15 1TS

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES

(incorporating an income and expenditure account)

For the year ended 31 March 2016

	Notes	Unrestricted Fund £	Restricted Fund £	Total Funds 2016 £	Total Funds 2015 £
Income and endowments from:					
Donations and legacies		27,524	28,774	56,298	43,415
Other trading activities:					
Banqueting Suites		300,000	-	300,000	300,000
Income from 'The Shop at the Gardens'		214,195	-	214,195	206,853
Other Income		2,560	-	2,560	6,695
Investments	8	469	-	469	753
Charitable activities:					
Gardens		510,559	-	510,559	504,707
Education		111,965	-	111,965	110,541
Other income		14,627	-	14,627	9,240
Total		1,181,899	28,774	1,210,673	1,182,204
Expenditure on:					
Raising funds	5				
Fund raising		26,869	-	26,869	4,500
Banqueting suites		160,955	296	161,251	160,380
The Shop at the Gardens'		232,228	98	232,326	228,680
Charitable activities					
Gardens		634,728	60,812	695,540	689,976
Education		129,439	12,177	141,616	168,674
Professional and related fees		36,033	-	36,033	17,577
Total		1,220,252	73,383	1,293,635	1,269,787
Net outgoing resources		(38,353)	(44,609)	(82,962)	(87,583)
Fund balances brought forward		953,690	262,636	1,216,326	1,303,909
Fund balances carried forward		915,337	218,027	1,133,364	1,216,326

The Group's income and expenditure all related to continuing operations.
There were no recognised gains or losses other than the result for the year.

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES

(incorporating an income and expenditure account)

For the year ended 31 March 2015

	Notes	Unrestricted Fund £	Restricted Fund £	Total Funds 2015 £
Income and endowments from:				
Donations and legacies		5,311	38,104	43,415
Other trading activities:				
Banqueting Suites		300,000	-	300,000
Income from 'The Shop at the Gardens'		206,853	-	206,853
Other Income		6,695	-	6,695
Investments	8	753	-	753
Charitable activities:				
Gardens		504,707	-	504,707
Education		110,541	-	110,541
Other income		9,240	-	9,240
Total		1,144,100	38,104	1,182,204
Expenditure on:				
Raising funds				
Fund raising	5	4,500	-	4,500
Banqueting suites		160,380	-	160,380
The Shop at the Gardens'		228,680	-	228,680
Charitable activities				
Gardens		631,617	58,359	689,976
Education		153,161	15,513	168,674
Professional and related fees		17,577	-	17,577
Total		1,195,915	73,872	1,269,787
Net outgoing resources		(51,815)	(35,768)	(87,583)
Transfer between funds		79,472	(79,472)	-
Fund balances brought forward		926,033	377,876	1,303,909
Fund balances carried forward		953,690	262,636	1,216,326

The Group's income and expenditure all related to continuing operations.
There were no recognised gains or losses other than the result for the year.

CONSOLIDATED CASH FLOW STATEMENT

For the year ended 31 March 2016

	<i>Notes</i>	Group 2016 £	Group 2015 £
Cash inflow from Operating Activities	A	147,169	77,577
Cashflows from Investing Activities			
Investment income		469	753
Purchase of Plant and equipment		(160,797)	(106,966)
Cash outflow from Investing Activities		(160,328)	(106,213)
Decrease in cash in the year		(13,159)	(28,636)
Cash balance brought forward		276,835	305,471
Cash balance carried forward		263,676	276,835

A. Cash inflow from Operating Activities

	Group 2016 £	Group 2015 £
Net Outgoing resources for the year	(82,962)	(87,583)
Depreciation	186,070	173,635
Investment income	(469)	(753)
Decrease in stock	5,887	687
Decrease/(increase) in debtors	30,513	(53,554)
Increase in creditors	8,130	45,145
Cash inflow from Operating Activities	147,169	77,577

BALANCE SHEET

Company no. 248827

For the year ended 31 March 2016

	Notes	Group		Company	
		2016 £	2015 £	2016 £	2015 £
Fixed Assets					
Tangible Assets	9	916,570	941,843	916,570	941,843
Investments	10	-	-	2	2
		916,570	941,843	916,572	941,845
Current Assets					
Stock		39,367	45,254	-	-
Debtors	11	90,898	121,411	273,231	178,967
Cash at bank and in hand		263,676	276,835	62,857	202,753
		393,941	443,500	336,088	381,720
Creditors: amounts falling due within one year	12	(177,147)	(169,017)	(129,296)	(117,237)
Net Current Assets		216,794	274,483	206,792	264,483
Net Assets		1,133,364	1,216,326	1,123,364	1,206,328
Financed By:					
Restricted Funds	13	218,027	262,636	218,027	262,636
Unrestricted Funds		915,337	953,690	905,337	943,692
		1,133,364	1,216,326	1,123,364	1,206,328

The financial statements on pages 18 to 30 were authorised for issue and approved by the General Committee on 25th July 2016

M. A. Liberson
Director
Date

K. J. Hartigan
Director
Date

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2016

1. Charitable Company Information

Birmingham Botanical and Horticultural Society Limited (*incorporated in England and Wales*) aims to further public education in botany, horticulture and zoology and provide facilities for research and to maintain and operate the Birmingham Botanical Gardens and Glasshouses for the above purpose and for the recreation of the public.

The accounts are presented in Sterling, with whole number rounding's.

2. Accounting policies

Accounting Convention

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard 102 and the Statement of recommended Practice (*accounting and Reporting by Charities*) (SORP 2015).

Information on the first time adoption of FRS 102 is given in note 22. The date of transition is 1 April 2014.

The preparation of the financial statements in compliance with FSR 102 requires the use of certain critical accounting estimates. It also requires management to exercise judgement in applying the Charitable Company's accounting policies (*see note 3*).

Group Financial Statements

These financial statements consolidate the results of the charity and its wholly owned trading subsidiary, Birmingham Botanical Gardens (*Enterprises*) Limited, on a line by line basis. A separate Statement of Financial Activities for the charity itself is not presented because the charity has taken advantage of the exemptions afforded by the Companies Act 2006. The net outgoing resources of the parent entity for the year are £195,169 (*2015: £87,583*).

Incoming Resources

All incoming resources are recognised in the Statement of Financial Activities when receivable.

Donations

Donations and legacies are accounted for as income on a cash receivable basis. Where donations are paid under gift aid, tax recoverable is included at the time the income is recognised.

NOTES TO THE FINANCIAL STATEMENTS *continued*

For the year ended 31 March 2016

Fixed Assets and Depreciation

Net tangible fixed assets are capitalised and are stated in the balance sheet at cost less depreciation, which is provided in equal instalments over the estimated useful lives of the assets. Long leasehold improvements are depreciated over 5 to 34 years. 34 years is to the lease expiry. For machinery and fixtures and fittings, the charge is 4 to 10 years as appropriate. All assets are for charitable use.

Basis of apportionment of overheads

Wages and salaries have been apportioned on the ratio of incoming resources from voluntary income and Gardens activities. Education wages have not been apportioned this year.

	2016	2015
Costs of generating voluntary income	8%	1%
Charitable activities - Education	-	18%
Charitable activities - Gardens	92%	81%

Direct expenditure for education and generating voluntary income is allocated fully to these categories. All other expenditure and overheads are allocated as follows:

	2016	2015
Costs of generating funds - Banqueting Suites	-	-
Costs of generating funds - The Shop at the Gardens	-	-
Charitable activities - Education	12%	21%
Charitable activities - Gardens	88%	79%

Space related costs for the Banqueting Suites and The Shop at the Gardens have been apportioned throughout the year via management charges.

Stock

Stock is valued at the lower of cost and net realisable value.

Operating Leases

Rentals applicable to operating leases are charged to the Statement of Financial Activities over the period in which the cost is incurred.

Restricted funds

These are funds that can only be used for particular purposes within the objectives of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. Depreciation is charged against the relevant fund in respect of fixed assets acquired with restricted funds.

Pension Scheme

The charity contributes to a defined contribution scheme. There were no contributions due at 31st March 2016.

NOTES TO THE FINANCIAL STATEMENTS *continued*

For the year ended 31 March 2016

3. Judgements in applying accounting policies and key sources of estimation uncertainty

In preparing the financial statements, management is required to make estimates and assumptions which affect reported income, expenses, assets, liabilities and disclosure of contingent assets and liabilities. Use of available information and application of judgement are inherent in the formation of estimates, together with expectations of future events that are believed to be reasonable under the circumstances. Actual results in the future could differ from such estimates.

Tangible fixed assets are depreciated over their useful lives taking into account residual values, where appropriate. The actual lives of the assets and residual values are estimates and are assessed by the trustees taking into account asset life cycles and maintenance programmes. Residual value assessments take into account future market conditions, the remaining life of the asset and any projected disposal values.

4. Distribution from Trading Subsidiary

Birmingham Botanical Gardens (*Enterprises*) Limited operates 'The Shop at the Gardens' selling plants and giftware and since 1 July 2013 operates the conferencing and catering facilities. Profits, previously transferred under Gift Aid, are now transferred as a distribution to Birmingham Botanical and Horticultural Society Limited.

A summary of its trading results for the year is as follows:

	2016	2015
	£	£
Turnover	514,195	506,853
Cost of Sales	(114,215)	(114,644)
Gross Profit	399,980	392,209
Direct Costs	(84,374)	(39,363)
Administrative Charges	(196,457)	(235,053)
Bank Interest Received	146	49
Profit	119,295	117,842
Distribution	119,295	117,842
Profit Retained	-	-

NOTES TO THE FINANCIAL STATEMENTS *continued*

For the year ended 31 March 2016

5. Analysis of Expenditure

	Staff Costs £	Other £	Depreciation £	Total 2016 £	Total 2015 £
Raising Funds					
Fund Raising	19,938	6,931	-	26,869	4,500
Banqueting Suites	16,768	88,669	55,814	161,251	160,380
The Shop at the Gardens'	63,498	150,221	18,607	232,326	228,680
Charitable Activities:					
Gardens	231,782	368,925	94,833	695,540	689,976
Education	67,928	56,872	16,816	141,616	168,674
Professional and related fees	-	36,033	-	36,033	17,577
	399,914	707,651	186,070	1,293,635	1,269,787

6. Staff costs

	2016 £	2015 £
Wages and Salaries	371,206	370,631
Social Security Costs	22,176	22,905
Pensions	6,532	3,296
	399,914	396,832

The average number of full time equivalent employees was:

	Number	Number
Gardens	5	6
Maintenance	4	4
Curatorial & Educational	3	2.5
Administration & Reception	5.5	6.5
Shop	3	4
	20.5	23

No Trustee received remuneration.

No Trustees were reimbursed expenses during the year.

No employee received remuneration in excess of £60,000 (2015 nil).

NOTES TO THE FINANCIAL STATEMENTS *continued**For the year ended 31 March 2016***7. Net Outgoing Resources**

Net Outgoing Resources is stated after Charging:	2016	2015
	£	£
Operating Lease Rentals		
-Plant and Machinery	5,280	5,280
Auditors Remuneration		
-for audit services	8,500	7,940
-for non audit services	500	790
Depreciation of Tangible Fixed Assets	186,070	173,633

8. Interest Receivable

	2016	2015
	£	£
Bank Interest Receivable	469	753

9. Fixed Assets**Group and company**

	Long Leasehold £	Machinery and others £	Fixtures and Fittings £	Total £
COST				
At 1 April 2015	3,896,027	833,818	557,986	5,287,831
Additions	-	114,042	46,755	160,797
Disposals	-	-	-	-
At 31 March 2016	3,896,027	947,860	604,741	5,448,628
Depreciation				
At 1 April 2015	3,296,484	647,583	401,921	4,345,988
Charge for the year	71,208	39,507	75,355	186,070
At 31 March 2016	3,367,692	687,090	477,276	4,532,058
Net Book Value				
At 31 March 2016	528,335	260,770	127,465	916,570
At 31 March 2015	599,543	186,235	156,065	941,843

NOTES TO THE FINANCIAL STATEMENTS *continued*

For the year ended 31 March 2016

10. Investments

The company owns 100% of the £2 ordinary share capital of Birmingham Botanical Gardens (*Enterprises*) Limited, incorporated in England and Wales (*company number 01846714*).

The net assets of the subsidiary are £10,002 (*2015: £10,002*).

11. Debtors

	Group		Company	
	2016 £	2015 £	2016 £	2015 £
Trade debtors and commissions due	12,840	61,182	9,847	26,976
Intercompany balance	-	-	204,691	111,080
Prepayments	78,058	60,229	58,693	40,911
	90,898	121,411	273,231	178,967

12. Creditors: Amounts falling due within one year

	Group		Company	
	2016 £	2015 £	2016 £	2015 £
Trade Creditors	99,096	88,227	70,127	54,406
Subscriptions Received in Advance	35,176	29,577	35,176	29,577
Other Taxes and Social Security	20,780	8,268	3,113	(7,491)
Accruals	22,095	42,620	20,880	40,420
Other Creditors	-	325	-	325
	177,147	169,017	129,296	117,237

NOTES TO THE FINANCIAL STATEMENTS *continued**For the year ended 31 March 2016***13. Reconciliation of Movements in Restricted Reserves**

	Brought Forward	Incoming Resources	Resources Expended	Carried Forward
	£	£	£	£
Fixed Assets	241,511	-	(43,121)	198,390
Sponsorship	2,200	4,700	(6,200)	700
Disabled Access	8,400	-	-	8,400
Aviary	5,000	-	(4,604)	396
Memorial Project	4,260	-	(3,166)	1,094
Shed	1,000	-	(1,000)	-
Other	265	-	(265)	-
Friends	-	6,620	(5,873)	747
Adventure Playground	-	8,100	-	8,100
Education	-	200	-	200
Newsletters	-	1,125	(1,125)	-
Grant - Apprentice	-	1,500	(1,500)	-
Grant - Top Cycle Project	-	6,529	(6,529)	-
	262,636	28,774	(73,383)	218,027

14. Analysis of Total Reserves

	Unrestricted Funds	Restricted Funds	Total
	£	£	£
Represented by:			
Tangible Fixed Assets	718,178	198,392	916,570
Current Assets	374,306	19,635	393,941
Current Liabilities	(177,147)	-	(177,147)
	915,337	218,027	1,133,364

15. Share of the Company

The company is limited by guarantee, not having a share capital divided into shares.

NOTES TO THE FINANCIAL STATEMENTS *continued*

For the year ended 31 March 2016

16. Taxation Status

As a registered charity, the company is not liable to corporation tax on its normal activities and is entitled to recover the tax paid by members whose subscriptions are gift aided.

17. Capital Commitments

	2016 £	2015 £
Capital Expenditure contracted for but not provided for in the financial statements	7,198	105,500
Capital Expenditure authorised but not contracted for	-	35,000

18. Lease Commitments

Total lease commitments at the year end are as follows:

	Due Within 1 Year	Due within 2-5 Years	Due in more than 5 Years	Total
Land and Buildings	500	1,500	12,500	14,500
Other	2,640	-	-	2,640

19. Related Party Transactions

Two Trustees have declared an interest in companies which entered into transactions with the Charity. The transactions are all on arm's length basis and amounted to:

Thornton Firkin	£2,500
Emms Gilmore Liberson Ltd	£6,582

During the year, key management personnel (*full time equivalent employees 6.3 (2015: 7.0)*) received emoluments of £181,207 (*2015: £196,209*).

NOTES TO THE FINANCIAL STATEMENTS *continued**For the year ended 31 March 2016***20. Financial Instruments**

	Group		Company	
	2016	2015	2016	2015
	£	£	£	£
Financial assets				
Financial assets that are debt instruments classified at amortised cost	12,840	61,182	214,538	138,056
Financial liabilities				
Financial liabilities measured at amortised cost	119,876	96,495	73,240	46,915

Financial assets measured at amortised cost comprise trade debtors and amounts owed to group undertakings.

Financial liabilities measured at amortised cost comprise trade creditors and monies owed to HMRC.

21. Statement of Financial Activities – Parent Company

	Unrestricted Fund	Restricted Fund	Total Funds 2016	Total Funds 2015
	£	£	£	£
Total Incoming Resources	667,557	28,774	696,331	793,144
Total Resources Expended	(825,599)	(72,989)	(898,588)	(880,727)
Distribution from Enterprises	119,687	(394)	119,293	
Net Outgoing Resources	(38,355)	(44,609)	(82,964)	(87,583)
Fund Balances brought forward	943,692	262,636	1,206,328	1,293,909
Fund Balances carried forward	905,337	218,027	1,123,364	1,206,326

22. First time adoption of FRS 102

The policies applied under the entity's previous accounting framework are not materially different to FRS 102 and have not impacted on the Statement of Financial Activities or Balance Sheet.

THE BIRMINGHAM
**BOTANICAL
GARDENS**
AN EDUCATIONAL CHARITY

Westbourne Road, Edgbaston,
Birmingham B15 3TR

Tel: 0121 454 1860

birminghambotanicalgardens.org.uk

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The Gardens are a registered
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