

Annual Report & Accounts 2018

President Sir Euan Anstruther-Gough Calthorpe Bt

THE BIRMINGHAM
**BOTANICAL
GARDENS**
AN EDUCATIONAL CHARITY

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NOTICE IS HEREBY GIVEN that the Annual General Meeting of Birmingham Botanical and Horticultural Society Limited (Company Number 248827, Charity Number 248827) will be held at the Botanical Gardens and Glasshouses, Westbourne Road, Edgbaston, Birmingham on Monday 24 September 2018 at 6pm to transact the following business:

1. To receive and adopt the statement of accounts for the year ended 31 March 2018 and the reports of the Trustees and of the Auditors.
2. To re-elect existing Members and elect new Members of the Committee:

C. Lucas, A. Sharma, V. Aspland, B. Leadbeater

3. To approve the following resolution: That with effect from 1 April 2019 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)	£67
ii Adult membership (One adult plus guest)	£42
iii Corporate season ticket (Entry for five people)	£122
iv Concession membership (Students and over 60s plus guest)	£29
v Life membership (Entry for one person plus guest)	£820
vi Senior life membership (Entry for one person over 60 plus guest)	£510

NOTE: A discount of £2 is allowed to family, adult and concession members who pay by direct debit.

4. To appoint the auditor and authorise the Committee to agree their remuneration.
5. Special Resolution - it is proposed that, subject to obtaining any necessary Charity Commission consent, a special resolution is passed that new Memorandum and Articles of Association be adopted in substitution for, and to the exclusion of, the existing Memorandum and Articles of association either:-
 - A. In the form set out in draft Memorandum and Articles "A" - to reflect current law and practice and to amend the membership provisions to draw a distinction between Visitor Members and Company Members; or
 - B. In the form set out in draft Memorandum and Articles "B" - to reflect current law and practice.

Copies of draft Memorandum and Articles "A" and "B" can be found at www.birminghambotanicalgardens.org.uk

If you are a Member who is entitled to attend and vote at the meeting, you are entitled to appoint another person as your proxy to attend the meeting to represent you and exercise all or any of your rights to attend, speak and vote at the meeting. You may only appoint a proxy using the proxy form which can be obtained from marie@birminghambotanicalgardens.org.uk and using the procedures set out in the notes to the proxy form. The completed and signed proxy form must be sent or delivered to the Company no later than Monday 24 September 2018 at 09:00.

6. To transact any other business which may be transacted at an Annual General Meeting.

THE BIRMINGHAM BOTANICAL GARDENS

AN EDUCATIONAL CHARITY

THE BIRMINGHAM BOTANICAL GARDENS' STAFF AT 31 MARCH 2018

Management Team

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

Finance

K.Kang

Horticulture

L. Burrill
E. Adams
J. Tranter
B. Taylor
R. Holland
C. Howell

Maintenance

D. Husselbee
J. McFarlane
V. Jones
J. Harris

Education

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

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

Email

admin@birminghambotanicalgardens.org.uk

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2018

J. Wheeler
M. Purcell
J. Jarvis
M. Taylor
K. Hill
Y. McLaren
W. Williams
N. Hopes

Retail and Reception

A. Humphries
A. Begum
E. Savage
M. Walker
R. Williams
R. Mustafa
B. Gardner
S. Meese
M. Turner

BIRMINGHAM BOTANICAL AND HORTICULTURAL SOCIETY LIMITED**Report of the Trustees for the year ended 31 March 2018**

The trustees are pleased to present their report together with the financial statements of the Charity for the year ended 31 March 2018.

Reference and administrative details

Charity number: 528981
Company number: 248827

Registered office: Birmingham Botanical Gardens & Glasshouses,
Westbourne Road, Edgbaston, Birmingham B15 3TR

General Committee (Trustees of the Society)

Mr M. A. Liberson	<i>(Chairman)</i>
Mr V. A. Aspland	
Dr B.S.C. Leadbeater	
Mr P. H. White	
Mr J. R. Taylor	
Mrs K. J. Hartigan	<i>(Treasurer, Secretary - resigned 16 May 2017)</i>
Mr A. Sharma	
Mr H. Kang	
Dr D. Bermingham	
Mrs C. Barve	<i>(Treasurer, Secretary)</i>
Mr D. Share	
Mrs. C Lucas	<i>(appointed 26 March 2017)</i>

In accordance with the Articles of Association, Catherine Lucas, Amit Sharma, Vic Aspland, Barry Leadbeater retire and being eligible, offer themselves for re-election.

Other Committees and their Chairmen at 31 March 2018

Development Committee:	Mr P. H. White
Education Committee:	Dr B.S.C. Leadbeater
Finance Committee:	Mrs C. J. Barve
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

**'Total visitors
to the
Gardens rose
by 6%'**

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.

The trustees have had regard to the Charity's Commission's guidance on public benefit.

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

Public benefit

The trustees have considered the Charities Commission's requirement in respect of Public Benefit. In their view the charity meets, in full, the criteria to satisfy the test.

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 minimise 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 employs 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 Trustee's 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	10	10
Mr V. A. Aspland	6	10
Dr B.S.C. Leadbeater	8	10
Mr P. H. White	9	10
Mr J. R. Taylor	9	10
Mrs K. J. Hartigan	0	0
Mr A. Sharma	6	10
Mr H. Kang	7	10
Dr D. Bermingham	4	10
Mr D. Share	8	10
Mrs C. Barve	7	10
Mrs C. Lucas	2	2

'Awarded the Gold Medal for our exhibit of our National Cyclamen Collection'

AIMS AND OBJECTIVES

The aims of the Charity are:

- To further improve 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 sub-contractors 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 2018 in pursuance of our aims and objectives.

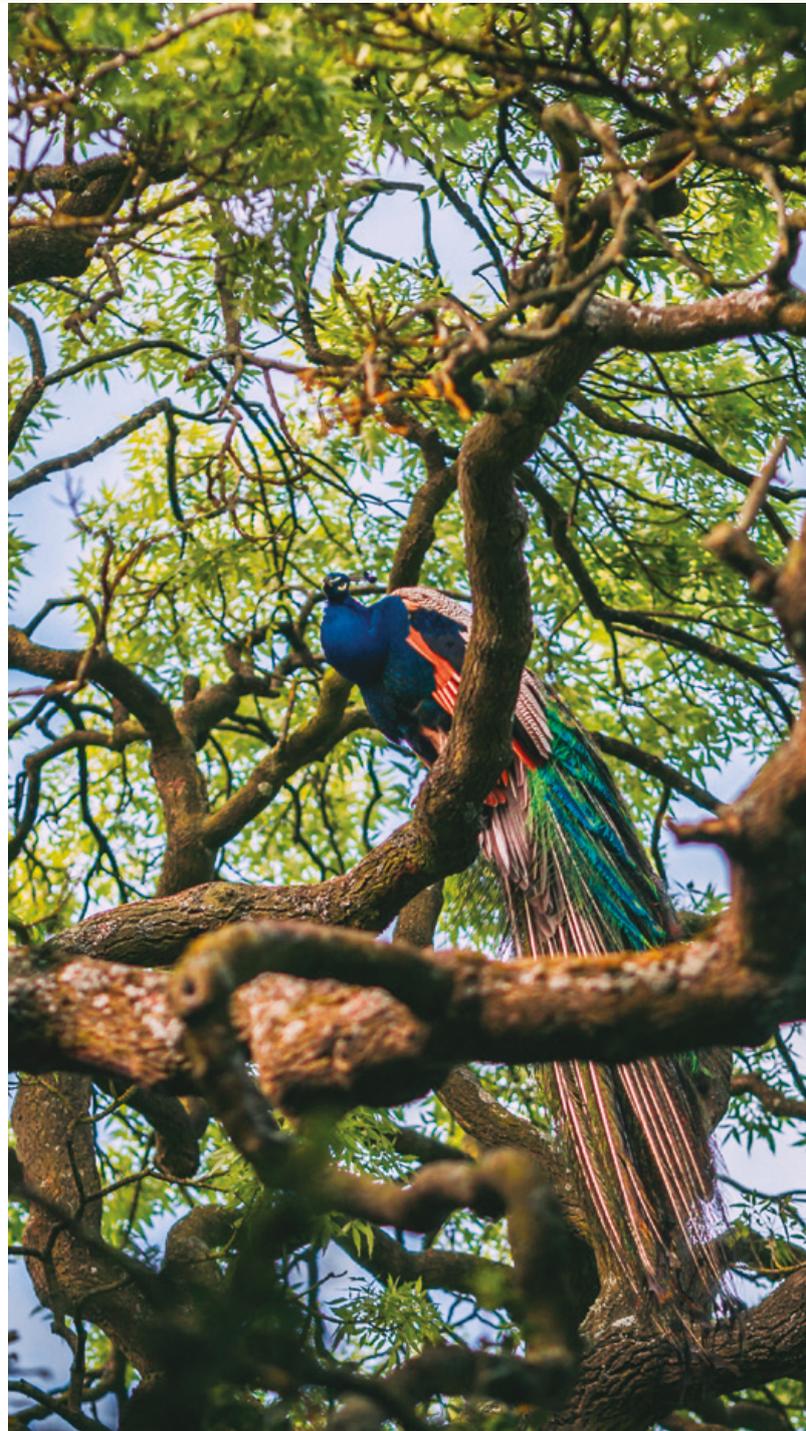
The highlight of our Horticultural year was the Award of a Gold Medal to Birmingham Botanical Gardens for our exhibit of our National Cyclamen Collection at the Royal Horticultural Society's Early Spring Show in 2018. Team Leader for the Show was Nigel Hopes and the Charity is very grateful to him and the entire Horticultural Team for their great effort and skill which delivered this very prestigious award.

In Education, general customer satisfaction continued to be extremely positive with 100% of schools rating Teaching Sessions as Good or Outstanding. Recent evaluation comments from teachers include *'we had a fantastic day – my first trip and one to remember, so thank you.'*

We saw an increase in the number of visitors, members, income and financial receipts. We received kind donations from Trusts, Companies and individuals for the provision of new play equipment, Alpine displays and school visits from which we will benefit in the coming years. We are immensely grateful for the financial support we have received from generous donors in response to our appeals for help. We thank all of you for your support during the year.

The Charity's trading and fundraising activities continued to enjoy success. Our Christmas Lights event attracted more than 36,000 customers at a time when traditionally few visit, and our Jurassic Kingdom summer event delivered 35,000 visitors and a very positive impact on retail turnover and income. Our caterer Ampersand continued to perform to a satisfactory level.

A new Trustee who joined our Board this year is Catherine Lucas who brings expertise gained in a very successful career in global retail design consultancy to support the Charity's aim to become more widely known and to attract new audiences. We look forward to



working with Catherine to take the Gardens to even higher levels of popularity in the future. We offer our sincere thanks to all our Staff, Trustees, Friends and Volunteers for their work on the Gardens' behalf in the past year.

Planning for development continues in order to secure the future of the Charity's listed and historic buildings, in particular our glasshouses, which are in urgent need of renovation. We look forward to working with you to improve the Charity for the greater enjoyment of all. We hope you will enjoy a visit to the Gardens soon.

HORTICULTURE

Our glasshouse team continues to deliver indoor plant displays to the highest standards. Our Mediterranean House is now home to a collection of Bougainvillea, creating a rainbow of colour. These include 'San Diego Red', 'Alexandra' (purple), 'Orange King', 'Golden Tango' (golden-yellow) and 'White Cascade'. They will be big, bright and bold in future summers. In total, the display houses hold over 1000 plants.

We practice environmentally sustainable horticulture whenever possible. This includes the use of biological insect control of pests within our glasshouse collections. A more decorative insect attraction is our Butterfly House, which re-opened for the summer in May. Beautiful tropical butterflies from the Philippines and Central America are a spectacular component.

This year has seen a real change in personnel within the external horticultural team. Christine Morris has retired and Wyl Durrant has changed careers: we wish them both well and thank them for all their hard work. Our new faces in horticulture are Chris Howell and Rob Holland who joined the horticultural staff at the end of November 2017.

We have also said goodbye to our apprentice Ben Taylor and said hello to our new horticultural apprentice Joshua Tranter from BMET. Joshua completed his work experience at The Gardens and then later volunteered through the summer

This year has also seen us working more closely with BMET and we have arranged a number of masterclasses with the College tutors. Our first masterclass was Rose Pruning in March 2018 and it not only improved the students learning experience but also allowed the task to be completed more quickly and efficiently.

Towards the end of 2017, the Royal Horticultural Society agreed to help sponsor the Gardens to exhibit plants drawn from our National Collection of Cyclamen at the Early Spring Show held in the RHS Halls in Westminster. We hoped to increase public awareness of the Gardens and the profile of

our National Collection of Cyclamen. We had only six weeks to design the exhibit and assemble and prepare the plants. Frank P. Matthews kindly loaned six multi-stemmed birch which added valuable context for the naturalistic display. All of the hard work from the team paid off and we were awarded a GOLD medal for our exhibit.

Early 2018 proved to be very busy year with a lot of tree work taking place. (An annual survey of all trees in the Gardens is carried out). One of the largest trees to receive work was the red oak (*Quercus rubra*) on the American bank which is a significant feature of the Gardens' landscape. The development of a split in the trunk necessitated the reduction of a number of branches and the fitting of two braces. We hope that this will mean that the tree will last another forty years. Last year was the first time that we had planted Dahlias on the Loudon Terrace. They started flowering at the end of June and continued to flourish until we had to remove them to plant the winter bedding in October. The Dahlias proved very popular with our visitors and will be making a return visit to the Terrace this year.

Other developments in the pipeline are the replanting around the Pavilion Restaurant which had become very overgrown with a huge ivy plant covering the railings and obscuring the view of the Gardens from the Tearoom. New plants originating from Mediterranean climates are now being purchased and planted to enhance the area. The team have also been busy clearing a new American Border next to the Woodland Walk. This area is currently being landscaped with logs and will then be planted with flora from North America.

A legacy from the late Alan King included a large number of plants, over two hundred books on horticulture and botany, and illustrations of plants, including watercolour paintings and prints. Alan had long been a member of the Alpine Garden Society, respected throughout the country for his comprehensive knowledge of *Crocus* and *Fritillaria*. The Gardens much appreciate this generous gesture.

EDUCATION

Schools' Programme

14,924 school pupils and adults visited the Gardens this year. These included 287 group visits. 43% of visits came from Birmingham schools and 57% of visits came from areas further afield including Derbyshire, Northamptonshire, and Yorkshire.

Rising coach hire costs, shortage of resources and reductions in school funding for trips to external destinations are now a major challenge for schools who wish to visit. Shortfalls in funding impact particularly heavily on schools from Birmingham's most deprived constituencies and have reduced the opportunity for these pupils to visit the Gardens. Shortage of funds for the provision of suitable classroom space has also limited the Gardens' capacity to host bookings during wintry weather. We are currently seeking funding for more suitable classroom replacements.

To increase revenue during our less busy off-peak months, we offered school groups a new special price of two teaching sessions for £10. This was very popular and most schools chose this offer. The overwhelming majority of visiting schools agreed that the Gardens offered Good or Outstanding Value For Money. This offer will be run again in 2018/19.

General customer satisfaction continues to be extremely positive with 100% of schools rating Teaching Sessions as Good or Outstanding. Recent evaluation comments from teachers include; *'super knowledge and enthusiasm by staff in Animal Handling workshop.'*

The pupils thoroughly enjoyed their experience and the students who went last year were keen to talk to this year's students about it. 'and 'we had a fantastic day - my first trip and one to remember, so thank you.'

Education Staff, Volunteers and Work Experience Students

The Education staff and volunteers have remained the same over the past year. The time and effort of the volunteers is always greatly appreciated.

We have welcomed five work experience students during the previous twelve months, and have one more scheduled to complete a placement with us this academic year. We will continue to offer these placements as appropriate, as they are an important link between ourselves and local schools and colleges.

Animals

The Education animal collection has remained largely unchanged over the last year. The fluctuating number of the stick insects (The Twiglets) now stands at 17, and two Giant Chocolate Millipedes (Digger and Doug) and two Fire Salamanders (Pyro and Blaze) have been purchased to complement the rainforest and animal handling teaching sessions. Also, Jovi the Tenrec unfortunately passed away in October, but a `replacement` is due to arrive by mid-July.

Outreach Gardening Club

This was trialled with three schools from April to August 2017. The Education Manager attended four sessions at each school (one per month), where pupils were each charged £3 per session to undertake gardening and outdoor activities. Successful in themselves and enjoyed by the school groups, these activities will continue in the future at schools local to the Gardens.

Family Activity Sessions and Events

Public animal presentations and art & craft sessions, run by the Education staff in school holidays, remain very popular, with most sessions full to capacity and almost unanimously positive feedback obtained.

Leisure Learning

Photography courses spanning four weeks for beginners and advanced participants were offered on Saturdays in February, April, June, September and November. Interest in these courses remains high with most being fully booked far in advance. Due to customer demand, we have also introduced two one-day photography courses this year, which both sold-out well in advance as well. More are likely to be introduced to the calendar for 2019.

Additional Weekend/School Holiday Income

In addition to the photography courses, the Treetops classroom has been rented to private users (e.g. *RHS*, *NAEE*) when the room is vacant.

We have also recently started offering weekend and school holiday teaching sessions to uniformed groups (e.g. scouts, guides).

WWI Remembrance Event

A WWI remembrance event has been organised for 4 November 2018, as a way of linking the Gardens to schools who will be studying this subject. Schools who visit us are being asked to colour/design poppies to send to the Gardens to create a giant poppy collage to unveil at the event. Pupils from every school will be invited to the event as 'remembrance ambassadors' and the day will be open to the general public. There will be theatre and live music performances, local history, arts and crafts, and food stalls.

Birmingham Metropolitan College (BMet)

The Gardens still has a mutually-beneficial agreement with BMet, in which the college uses the Study Centre to offer a range of full-time, part-time and short course programmes and apprenticeships at the Gardens including horticulture, conservation and floristry.



FINANCE

The 2017/18 has been a really good year in terms of financial results. For the first time since 2008, the Charity's net outgoing and incoming resources were positive. Total income rose by 4% compared to last year, with admissions income being 25% higher. Our retail income rose by 19% as a result of our increased visitors and our two main events - the Dinosaurs and Christmas lights. Total visitors to the Gardens rose by 6%. Membership numbers at year end were 5% higher than last year with 5,133 members at year end. We received £65,000 in donations and legacies (prior year £104,000). Catering income remained unchanged at the annually guaranteed level. Capital expenditure amounted to £138,000 and included spend on refurbishing the Pavilion toilets. The number of full time equivalent employees rose to 25.5 (21.5 prior year).

KPI's		
	2018	2017
Enterprises Gross Profit £	£418,382	£397,483
Enterprises Gross Profit %	76%	78%
Enterprises Net Profit £	£141,542	£128,115
Enterprises Net Profit %	26%	25%
Group Current Ratio	3:1	3:1

FUNDRAISING

We continue our Glasshouse appeal to help fund Glasshouse repairs which are urgently required. All support is greatly appreciated. The Charity allocates a realistic budget for income and expenditure for fundraising annually, which is based on the amounts previously received by the Charity from this source. The Charity aims to raise at least four times the amount of the cost of fundraising activities to the charity for expenditure on our charitable objectives



VOLUNTEERS

Volunteers play a key role in delivering the Gardens charitable objectives in all areas of the Charity's operations from the Board of Trustees to Event Car Parking.

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.

At the year end the group held reserves to the value of £1,193,321 (2017: £1,117,318), of which £958,751 (2017: £910,449) were unrestricted.

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 in various areas have been identified. The Charity is also researching funding from sponsorship, making bids to funding bodies and seeking legacies to support the ongoing maintenance of the facilities of the Gardens. These developments are designed to attract additional visitors from an increasingly diverse audience and to improve further our educational activities, and also 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



Photograph by @satishkquddu

'Our Jurassic Kingdom summer event delivered 35,000 visitors'

'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 standard have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to 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

A resolution to reappoint the auditors, Moore Stephens LLP, will be proposed at the Annual General Meeting.

On behalf of the Trustees on 23 July 2018

Martyn Liberson
Chairman

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

Opinion

We have audited the financial statements of Birmingham Botanical and Horticultural Society Limited (the 'charitable company') for the year ended 31 March 2018 which comprise Consolidated Statement of Financial Activities, Consolidated Balance Sheet, Company Balance Sheet, Consolidated 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 FRS 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 March 2018 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 and the Charities Act 2011.

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 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 audit opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in 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.

'We received kind donations from Trusts, Companies and individuals for the provision of new play equipment'

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

Other information

The trustees are responsible for the other information. The other information comprises the information included in the 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.

Opinion on the other matter 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 Strategic Report and 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 the 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 strategic report or the trustees' report.

We have nothing to report in respect of the following matters where the Companies Act 2006 and the Charities Act 2011 requires us to report to you if, in our opinion:

- adequate and sufficient 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.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities Statement set out on page 12, the trustees 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.

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

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 Councils website at: 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 and to the charity's trustees, as a body, in accordance with Chapter 3 of Part 8 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 charitable company's members and the charity's trustees 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, the charitable company's members as a body, and its trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Nicholas Simkins

(Senior Statutory Auditor)

For and on behalf of Moore Stephens LLP

Moore Stephens LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006

35 Calthorpe Road,
Edgbaston,
Birmingham B15 1TS

Date

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES

(incorporating an income and expenditure account)

For the year ended 31 March 2018

	Notes	Unrestricted Fund £	Restricted Fund £	Total Funds 2018 £	Total Funds 2017 £
Income and endowments from:					
Donations and legacies		13,580	51,502	65,082	104,003
Other trading activities:					
Banqueting suites		300,000	-	300,000	300,000
Income from 'The Shop at the Gardens'		253,617	-	253,617	212,947
Other income		2,138	-	2,138	5,451
Investments	9	140	-	140	419
Charitable activities:					
Gardens		618,487	-	618,487	568,626
Education		143,880	-	143,880	140,689
Other income		15,776	-	15,776	16,093
Total		1,347,618	51,502	1,399,120	1,348,228
Expenditure on:					
Raising funds					
Fund raising	5	33,002	-	33,002	48,554
Banqueting suites		153,227	-	153,227	149,816
'The Shop at the Gardens'		256,885	-	256,885	232,190
Charitable activities					
Gardens		633,336	22,634	655,970	714,846
Education		148,235	1,166	149,401	147,972
Professional and related fees		74,632	-	74,632	70,896
Total		1,299,317	23,800	1,323,117	1,364,274
Net outgoing resources		48,301	27,702	76,003	(16,046)
Fund balances brought forward		910,449	206,869	1,117,318	1,133,364
Fund balances carried forward		958,750	234,571	1,193,321	1,117,318

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) *continued*

For the year ended 31 March 2017

	Notes	Unrestricted Fund £	Restricted Fund £	Total Funds 2017 £
Income and endowments from:				
Donations and legacies		17,140	86,863	104,003
Other trading activities:				
Banqueting suites		300,000	-	300,000
Income from 'The Shop at the Gardens'		212,947	-	212,947
Other Income		5,451	-	5,451
Investments	9	419	-	419
Charitable activities:				
Leisure		568,626	-	568,626
Education		140,689	-	140,689
Other income		16,093	-	16,093
Total		1,261,365	86,863	1,348,228
Expenditure on:				
Raising funds	5			
Fund raising		48,554	-	48,554
Banqueting suites		146,149	3,667	149,816
'The Shop at the Gardens'		230,968	1,222	232,190
Charitable activities				
Leisure		623,181	91,665	714,846
Education		146,505	1,467	147,972
Professional and related fees		70,896	-	70,896
Total		1,266,253	98,021	1,364,274
Net outgoing resources		(4,888)	(11,158)	(16,046)
Fund balances brought forward		915,337	218,027	1,133,364
Fund balances carried forward		910,449	206,869	1,117,318

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.

BALANCE SHEET**Company no. 248827***For the year ended 31 March 2018*

	Notes	Group		Company	
		2018 £	2017 £	2018 £	2017 £
Fixed Assets					
Tangible assets	10	835,792	812,879	835,792	812,879
Investments	11	-	-	2	2
		835,792	812,879	835,794	812,881
Current Assets					
Stock		35,697	32,964	-	-
Debtors	12	135,058	110,852	149,393	131,166
Cash at bank and in hand		444,652	395,385	420,127	346,074
		615,407	539,201	569,520	477,240
Creditors: amounts falling due within one year	13	(257,878)	(234,762)	(221,993)	(182,803)
Net current assets		357,529	304,439	347,527	294,436
Net Assets		1,193,321	1,117,318	1,183,321	1,107,317
Financed by:					
Restricted funds	14	234,573	206,869	234,573	206,869
Unrestricted funds		958,748	910,449	948,748	900,449
		1,193,321	1,117,318	1,183,321	1,107,318

The financial statements were authorised for issue and approved by the General Committee on 23rd July 2018

M. A. Liberson
Director

C. J. Barve
Director

Date

Date

CONSOLIDATED CASH FLOW STATEMENT

For the year ended 31 March 2018

	Notes	Group 2018 £	Group 2017 £
Cash inflow from operating activities	A	187,988	179,477
Cashflows from investing activities			
Investment income		140	419
Purchase of plant & equipment		(138,860)	(48,187)
Cash Outflow from investing activities		(138,720)	(47,768)
Increase/decrease in cash in the year		49,267	131,709
Cash balance brought forward		395,385	263,676
Cash balance carried forward		444,652	395,385

A. Cash inflow from operating activities

	Group 2018 £	Group 2017 £
Net outgoing resources for the year	76,003	(16,046)
Depreciation	115,947	151,878
Investment income	(140)	(419)
(Increase)/Decrease in stock	(2,733)	6,403
Increase in debtors	(24,206)	(19,954)
Increase in creditors	23,116	57,615
Cash inflow from operating activities	187,987	179,477

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2018

1. Charitable Company Information

Birmingham Botanical and Horticultural Society Limited (incorporated in England and Wales), registered number 248827, a company limited by guarantee, 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 company registered office is: Birmingham Botanical and Horticultural Society Limited, Westbourne Road, Edgbaston, Birmingham, B15 3TR.

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

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).

The preparation of the financial statements in compliance with FRS 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).

Basis of preparation

The Birmingham Botanical and Horticultural Society Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

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 incoming resources of the parent entity for the year are £76,003 (2017: £16,046).

Going concern

The Trustees and Directors consider that there are no material uncertainties about the Charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the Charity.

The accounts are prepared on a going concern basis on the foundation that all available information regarding the foreseeable future of one year from the date of approval of these financial statements show the company to be solvent. The company has sufficient resources to meet its debts as they fall due and to adjust its expenditure to bring it into line with income.

NOTES TO THE FINANCIAL STATEMENTS *continued*

For the year ended 31 March 2018

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.

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.

Investment

Investment in subsidiary is valued at cost less impairment.

Basis of apportionment of overheads

Wages and salaries have been apportioned on the ratio of incoming resources from voluntary income and Gardens activities.

	2018	2017
Costs of generating voluntary income	10%	16%
Charitable activities – Gardens	90%	84%

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

	2018	2017
Costs of generating funds – Banqueting Suites	-	-
Costs of generating funds – The Shop at the Gardens	-	-
Charitable activities - Education	12%	12%
Charitable activities – Gardens	88%	88%

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 estimated selling price less costs to complete sale.

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.

NOTES TO THE FINANCIAL STATEMENTS *continued*

For the year ended 31 March 2018

Pension Scheme

The charity contributes to a defined contribution scheme. There were contributions of £1,456 due at 31st March 2018.

Financial instruments

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the entity after deducting all of its financial liabilities.

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:

	2018	2017
	£	£
Turnover	553,617	512,947
Cost of sales	(135,236)	(115,464)
Gross profit	418,382	397,483
Direct costs	(105,207)	(85,867)
Administrative charges	(171,650)	(183,520)
Bank interest received	17	19
Profit	141,542	128,115
Distribution	141,542	128,115
Profit retained	-	-

NOTES TO THE FINANCIAL STATEMENTS *continued*

For the year ended 31 March 2018

5. Analysis of expenditure

	Staff Costs £	Other £	Depreciation £	Total 2018 £	Total 2017 £
Raising funds					
Fundraising	28,459	4,542	-	33,002	48,554
Banqueting suites	19,268	99,173	34,786	153,227	149,816
The Shop at the Gardens	74,602	170,686	11,597	256,885	232,190
Charitable activities:					
Gardens	261,375	333,380	61,216	655,971	714,846
Education	88,874	52,179	8,348	149,401	147,972
Professional and related fees	-	74,632	-	74,632	70,896
	472,578	734,592	115,947	1,323,117	1,364,274

6. Staff costs

	2018 £	2017 £
Wages and salaries	434,342	403,886
Social security costs	28,615	26,541
Pensions	9,621	9,185
	472,578	439,613

The number of employees was:

	Number	Number
Gardens	8	7
Maintenance	5	5
Educational	5	4
Administration & reception	9	8
Shop	5	3
	32	27

The average number of Full Time Equivalent Employees was: 25.5 (2017 - 21.5)

During the year pension costs all related to defined contribution plans and all paid from unrestricted funds. At the year end £1,456 (2017: 1,330) was still outstanding.

No Trustee received remuneration.

No Trustees were reimbursed expenses during the year.

No employee received remuneration in excess of £60,000 (2017 nil).

Pay and remuneration of the Charity's 'key management personnel is reviewed and set annually in line with market norms where the Charity's resources permit.

NOTES TO THE FINANCIAL STATEMENTS *continued**For the year ended 31 March 2018***7. Support costs**

	2018	2017
	£	£
Personnel costs	14,710	16,941
Administration costs	26,541	22,176
Garden running costs	39,446	43,120
Purchases	115,988	114,542
Events and fund raising cost	49,108	45,292
Rent and rates	32,534	50,985
Insurance	47,673	43,697
Light & heat	91,760	81,313
Bank & credit charges	12,117	12,394
Education costs	6,452	6,564
Repairs and maintenance	78,091	94,736
Publicity and marketing	77,345	85,809
Audit & professional fees	78,410	40,797
Restricted funds	85,796	30,264
Sundries	16,801	12,907
	734,591	772,772

8. Net incoming resources

Net outgoing resources is stated after charging:	2018	2017
	£	£
Operating lease rentals		
-Plant and machinery	1,273	3,075
Auditors remuneration		
-for audit services	8,000	8,000
-for non audit services	750	500
Depreciation of tangible fixed assets	115,947	151,878

NOTES TO THE FINANCIAL STATEMENTS *continued*

For the year ended 31 March 2018

9. Interest receivable

	2018 £	2017 £
Bank interest receivable	140	419

10. Fixed assets

Group and company	Long Leasehold £	Machinery and others £	Fixtures and Fittings £	Total £
Tangible assets				
COST				
At 1 April 2017	3,896,027	959,180	641,608	5,496,815
Additions	-	98,790	40,070	138,860
Disposals	-	-	-	-
At 31 March 2018	3,896,027	1,057,970	681,678	5,635,675
Depreciation				
At 1 April 2017	3,404,166	726,902	552,868	4,683,936
Charge for the year	33,340	37,217	45,390	115,947
At 31 March 2018	3,437,506	764,118	598,258	4,799,883
Net book value				
At 31 March 2018	458,521	293,851	83,420	835,792
At 31 March 2017	491,861	232,278	88,740	812,879

11. 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 company registered office is: Birmingham Botanical Gardens & Glasshouses, Westbourne Road, Edgbaston, Birmingham, B15 3TR

The net assets of the subsidiary are £10,002 (2017: £10,002).

NOTES TO THE FINANCIAL STATEMENTS *continued**For the year ended 31 March 2018***12. Stock**

	Group		Company	
	2018	2017	2018	2017
	£	£	£	£
Trade debtors and commissions due	36,697	32,964	-	-

Stock recognised in cost of sales during the year as an expense was £256,885 (2017: £232,190).

13. Debtors

	Group		Company	
	2018	2017	2018	2017
	£	£	£	£
Trade debtors and commissions due	57,236	33,909	39,885	29,789
Intercompany balance	-	-	50,333	43,418
Prepayments	77,822	76,943	59,175	57,959
	135,058	110,852	149,393	131,166

14. Creditors: amounts falling due within one year

	Group		Company	
	2018	2017	2018	2017
	£	£	£	£
Trade creditors	186,488	112,336	153,055	81,253
Subscriptions received in advance	47,571	49,535	47,571	49,535
Other taxes and social security	8,018	29,143	8,018	11,809
Accruals	15,802	43,748	13,349	40,206
Other creditors	-	-	-	-
	257,878	234,762	221,993	182,803

NOTES TO THE FINANCIAL STATEMENTS *continued*

For the year ended 31 March 2018

15. Reconciliation of movements in restricted reserves

	Brought Forward	Incoming Resources	Resources Expended	Carried Forward
	£	£	£	£
Fixed Assets	186,168	-	(9,718)	176,450
Sponsorship	1,308	4,800	(160)	5,948
Memorial Project	1,094	-	(399)	695
Friends	1,533	912	(73)	2,372
Adventure Playground	13,469	8,500	(9,770)	12,199
Education	2,850	200	(356)	2,694
Alpine House	-	33,537		33,537
Newsletters	450	1,875	(2,325)	-
Wildlife Garden	-	500	-	500
Library	-	178	-	178
RHS Show	-	1,000	(1,000)	0
	206,872	51,502	(23,801)	234,573

16. Analysis of total reserves

	Unrestricted Funds £	Restricted Funds £	Total £
Represented by:			
Tangible Fixed Assets	659,342	176,450	835,792
Current Assets	557,284	58,123	615,407
Current Liabilities	(257,878)	-	(257,878)
	958,748	234,573	1,193,321

17. 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 2018***18. 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.

19. Capital commitments

	2018	2017
	£	£
Capital expenditure contracted for but not provided for in the financial statements	-	-
Capital Expenditure authorised but not contracted for	28,242	-

20. Lease commitments

Total lease commitments at the year end are as follows:

	Expires within 1 Year	Expires within 2-5 Years	Expires more than 5 Years	Total
Land and buildings	600	2,400	14,100	17,100
Other	1,273	2,449	-	3,722

21. Related party transactions

No Trustee declared any interest in companies which entered into transactions with the Charity.

During the year, key management personnel (full time equivalent employees 8 (2017: 8)) received emoluments of £225,305 (2017: £220,454).

NOTES TO THE FINANCIAL STATEMENTS *continued*

For the year ended 31 March 2018

22. Financial instruments

	Group		Company	
	2018 £	2017 £	2018 £	2017 £
Financial assets				
Financial assets that are debt instruments classified at amortised cost	57,236	33,909	90,217	73,207
Assets that are Financial Assets Measured at fair Value	444,652	395,385	420,127	346,074
Financial liabilities				
Financial liabilities measured at amortised cost	210,307	183,845	174,422	131,886

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.

23. Statement of financial activities – parent company

	Unrestricted Fund £	Restricted Fund £	Total Funds 2018 £	Total Funds 2017 £
Total incoming resources	793,984	51,502	845,486	835,261
Total resources expended	(887,224)	(23,801)	(911,025)	(979,422)
Distribution from enterprises	141,542	0	141,542	128,115
Net outgoing resources	48,302	27,701	76,003	(16,046)
Fund balances brought forward	900,449	206,869	1,107,318	1,123,364
Fund balances carried forward	948,751	234,570	1,183,321	1,107,318

Front Cover Photograph

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THE BIRMINGHAM
**BOTANICAL
GARDENS**
AN EDUCATIONAL CHARITY

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The Gardens are a registered
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