



**Report of the Trustees and Unaudited Financial Statements**  
**for the Year ended 31 October 2019**

**Registered Charity No: 1004009/SC041785**  
**Company Registered No 2222953**

**Patron** His Royal Highness The Prince of Wales

**President** Alan Titchmarsh

**Vice-Presidents**

Lawrence Banks

Christopher Brickell

Jamie Compton

Lady Hamilton

Lord Kenyon (deceased)

Roy Lancaster

Sir Roy Strong

**Trustees**

Mrs C Bufton (Chairman)

Ms R Day (Vice-Chairman)

Mrs C Penny

Mr J Marshall

Mr D Ross

Ms E Crawforth

Ms S Nex

Mr D Ford

Mr A Harris

Ms H Triggs

**Charity Number** 1004009/SC041785

**Company Number** 2222953

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## Annual General Meeting 2020

All members of Plant Heritage were invited to meet members of the Board (who are Trustees of Plant Heritage) and ask questions on past performance and future plans at the 2020 Annual General Meeting which was to be held at the Durham Marriott Hotel Royal County, Durham, DH1 3JN, on Saturday 25<sup>th</sup> April 2020. This meeting has now been cancelled and a virtual AGM will be held on the 2<sup>nd</sup> May (see NOTE below).

The office is still functioning, with all staff working from home. Questions about anything contained in this report or the accompanying Financial Statements, should be addressed to the Chairman, by email [chairman@plantheritage.org.uk](mailto:chairman@plantheritage.org.uk) or if that is not possible, by mail Plant Heritage, 12 Home Farm, Loseley Park, Guildford GU3 1HS, or telephone 01483 447540.

### NOTE:

Since this report was prepared, the coronavirus (Covid-19) pandemic, first reported in China in December 2019, has changed many of the forward-looking plans of the charity. The AGM will be held virtually on the 2<sup>nd</sup> May and most of the shows and fundraising activities of Groups and Central Office have been cancelled.

As of the time of publication, the UK is still in lockdown and the situation is expected to continue for weeks if not months. This will have far reaching but currently an unquantifiable impact on the charity's activities and its ability to raise funds in 2020.

The Trustees and senior management team are confident that steps taken, in accordance with UK government guidance and orders to mitigate risks to personal health, will allow the charity to continue its activities for the foreseeable future.

The Board of Trustees would like to thank our National Collection Holders, Groups, members, partners, sponsors and supporters for all of their hard work and creativity in continuing to protect our National Plant Collections and Plant Guardian plants in this difficult time and for continuing to share our passion for "Saving Garden Plants".

## President's Remarks

The role of gardeners in conserving the botanical riches of planet earth is frequently overlooked, and those who are making the greatest difference are the holders of our National Plant Collections. These men and women are passionate about an individual group of plants, a particular person's horticultural legacy or a specific historical period. They are not always professional gardeners or botanists, they are simply active enthusiasts, but their willingness to continue to nurture the plants in their care will ensure a comprehensive gene pool that can do much to ensure the future wellbeing of our botanical heritage.

We need more than just a handful of every single group of plants to satisfy our need for change as well as act as a storehouse for future generations of plant breeders. Once a particular variety has become extinct, it is almost impossible to bring it back. Better, surely, to retain as wide a range of different types as possible so that the needs of gardeners and growers can be catered for.

The differences inherent in new cultivars are not all related to aesthetic appearance. Some developments may increase pest or disease resistance or improve the ability of a plant to be self-supporting or grow in a wider range of soils and situations. Diseases such as sudden oak death or ash die-back can best be combatted through the discovery of disease resistant strains, so it stands to reason that the wider the gene-pool we possess the more likely such strains will be found.

I'm delighted that Plant Heritage members continue to engage like-minded people in gardening and the vital role gardeners can and must play in plant conservation. They are helping to safeguard valuable plant material without which we would be all the poorer in terms of the future health of plants and gardens and, even more importantly, of the planet itself.

We are amazingly lucky to be surrounded by such a glorious diversity of plant material; we have a duty of care to hand on that collection to our children and grandchildren in good health and increasing variety. It is not an arduous responsibility; it is one that enriches the lives of all those who take part. Try it yourself and see.

**Alan Titchmarsh *MBE VMH DL***  
**President**

## Chairman's Review

Conserving the diversity of cultivated plants is essential to all our futures. The plants grown in National Plant Collections® or held by Plant Guardians® contain unique combinations of genetic material which are the legacy of generations of plant collectors and breeders who have built our nation's rich and unique horticultural landscape. The work of Plant Heritage spans four decades and in the light of climate change and an increasingly urban society, which values horticulture as important to its health and well-being, the charity's work is as important now as it was in the 1970s, when the charity's founders identified that a significant part of the nation's rich horticultural heritage was at risk of disappearing.

Our work is spearheaded by a network of National Collection Holders who come from all walks of life and live across the length and breadth of the British Isles. The beauty of the National Plant Collections is that anyone who has an interest, passion or expertise in a certain group of plants, whether amateur or professional can potentially become a collection holder. In doing so they curate and cultivate their own living collection which then forms part of the largest living collection of garden plants held outside botanical institutions in the UK.

Our National Collection Holders are supported by a dedicated Central Office team including three Plant Conservation specialists who provide technical support across the British Isles. This network is strengthened by our regional network of volunteer Collection Coordinators who regularly visit Collection Holders whilst also seeking out new and potential collections. All applications are then guided through the process by the Plant Conservation Committee. Members of this committee are independent advisers, experts in taxonomy, horticulture, botany and the horticultural trade and area group representatives, all volunteers who freely give their time to ensure National Plant Collections are maintained and looked after to a consistent standard.

The Threatened Plants Programme underpins our conservation work and is an ongoing research initiative which identifies plants threatened and worthy of conserving. The Plant Guardian® scheme encourages members to actively seek out and conserve individual plants. Plant Heritage's education objective is delivered by both our regional groups and the Central Office through a diverse range of events, shows, publications, workshops and other activities. As a charity Plant Heritage is funded through membership subscriptions, donations from individuals and industry, sponsorship and donations from charitable trusts.

### What are the threats to our garden plants?

#### Changing fashions

Changes in styles of planting and taste can cause groups of plants to go out of fashion. We don't want to lose the range of cultivars available for when they inevitably come back into fashion.

#### Changes to the plant sales trade

The requirement for plants to be of a specific size and in flower at the point of sale by garden centres and supermarkets can lead to a diminution of the range of plants grown in our gardens. We are also losing specialist plant nurseries who carry a much wider range of plants.

#### Climate change

Climate change over time will have a continuing effect on the range of cultivated plants available to the UK.

#### Pests and pathogens

Due to the nature of modern trade and travel there is an increasing risk of new pests and diseases being introduced to the UK. Recent examples of these include box blight, ash dieback, and agapanthus gall midge.

#### Loss of propagation or cultivation skills

A lack of horticultural skills, particularly in propagation, is causing a loss in the availability of specialist cultivated plants.

2018/19 was a year of consolidating the finances based on the cost savings undertaken the previous year and building confidence within the membership, that the agreed “Fit for the Future” plan would secure the charity’s future. It is pleasing to see that these efforts have resulted in a strong performance across the whole charity, both locally and centrally, resulting in an outstanding set of accounts, with Central Office activities returning a profit for the first time in many years. Net income for the year was £93,751 compared to a net loss of £66,809 in 2017/18.

Three new Trustees joined the Board in 2018/19, their positions approved by members at the 2019 AGM. Alastair Harris brings business and fundraising experience to the team; Helen Triggs adds much needed digital skills and David Ford’s financial background enabled him to volunteer to take on a joint Treasurer role with David Ross. All are keen gardeners, David is additionally a National Collection Holder, vice-chairman of the RHS Tender Plant Committee and Chair of the Surrey Group. I would like to thank all of our Trustees for volunteering their time and skills to the work of Plant Heritage and collectively making it much stronger.

Throughout the year, Trustees took executive control of the finances and decision making to ensure that the business activities were under control and stabilised. A Senior Management Team model was established to enable decision making to be taken back by the staff. This work will further continue in 2019/20, with clear authority levels for spend put in place and with the addition of a Finance Officer in November 2019.

The year saw the Conservation team get to grips with the National Plant Collection records, building a new Conservation Management Database (CMD), to enable details to be made available on the new website. The new website was also a major focus of activity for the year, finally going live in November. It is a considerable improvement on our old site; bright and bursting with beautiful images. The site makes it much easier to find information about conservation, how members and others can help save rare plants by becoming a Plant Guardian and details of the annual Plant Exchange. The site also has a page for each local Group’s events such as specialist plant fairs, talks and visits. Work was also completed, linking the CMD to the website so that it is now possible to search the National Collections online and find open days and locations via an interactive map.

We agreed a partnership with the National Garden Scheme (NGS), in 2019 which will roll out in 2020 as the new gardening season begins. Our aim is to work with the NGS to create wider awareness of the National Plant Collections so that any members' garden with a collection that opens for the Yellow book in England and Wales can nominate Plant Heritage to receive a percentage of the proceeds.

Other plans for the coming year include an educational stand at Chelsea Flower Show; a Threatened Plant of the Year competition, to be launched at the RHS Hampton Court Palace Garden Festival; widening our appeal with a display in the floral marquee at Gardener’s World live for the first time, and a focus on our PR efforts to ensure that every gardener in the UK learns about the valuable work we do at Plant Heritage.

Our Mission is to conserve the rich diversity of garden plants in the UK and Ireland but this would not be possible without the hard work undertaken by our staff, members, National Collection Holders, Groups and all who volunteer their time and expertise to support and spread the word of our pressing work. So, I would like to record the collective thanks of the whole Board to them all.

Cecilia Bufton  
**Chairman**

Date 26<sup>th</sup> April 2020

## Trustees Report – Objectives and Achievements

The Board, who are the Trustees of Plant Heritage (“the Charity”), present their annual report for the year ended 31 October 2019, prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity’s governing document, the small companies regime s419(2) Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and “Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)”

### Objectives:

Plant Heritage’s charitable purposes seek to

- promote the conservation of endangered or rare garden plants
- encourage and carry out research into the cultivation of rare or endangered plants and related information
- encourage the education of the public in horticultural skills, particularly with regards to cultivated plant conservation
- encourage the introduction and the propagation of rare cultivated plants not represented in the UK, within the law

We aim to do this by:

- Conserving our horticultural heritage by keeping living examples of plants in the **National Plant Collections**<sup>®</sup> scheme which enables us to coordinate collections, ranging from cultivated and species, to historical, heritage and scientific
- Identifying cultivars at the highest risk of extinction, with the ambition that these can be conserved. We do this through our **Threatened Plants Programme**<sup>™</sup>
- Encouraging individuals to conserve individual plants in the **Plant Guardian**<sup>®</sup> scheme, a register of holders of rare and unusual plants
- Sharing rare plants with gardeners across the UK, through our annual **Plant Exchange**<sup>™</sup>
- Documenting and recording collections of rare plants. This is done by our National Collection Holders and Plant Guardians and in our publications such as the *Directory*, *The Journal*, and through our online plant recording database **Persephone**
- Increasing the variety of garden plants available for gardens in the UK through supporting and undertaking group propagation activities and plant sales
- Ensuring rare plants and collections are supported in perpetuity (for future generations)
- Supporting Plant Guardians and National Collection Holders in their conservation work
- Educating the public in the importance of our work
- Working in partnership with organisations that can support our objectives
- Raising **funds** to support this work

## Achievements:

### Our Conservation Work

Britain is a nation of gardeners, our long history of collecting, breeding and growing plants gives us a hugely diverse garden flora. Our nation's long history of gardeners, plant hunters and plant breeders have gifted us with an extraordinary range of plants, contributing to the approximately 400,000 taxa that are grown in the UK.

There are numerous charities supporting the conservation of nature and artefacts, but Plant Heritage is unique in its approach to conserving cherished garden plants.

As a result of a successful application to the Esmée Fairbairn Trust, Plant Heritage was awarded a three-year grant to employ a Conservation Manager, who started in January 2019. The grant is being used to

further conservation work, with targets set for increasing the number and diversity of cultivated plants held in collections, improving curation standards and further expanding the network of effective Collection Coordinators.

### Why do we do it?

Plants have always been selected and bred, whether for their beauty, flavour, scent or other reasons. This breeding involves an enormity of human effort and inventiveness that is wasted if the plants cease to be grown.

Climate change, the advance of new pests and diseases, loss of gardens, a diminishing nursery trade and lack of knowledge in the general population all conspire to reduce the diversity of our garden flora. If garden plants go, a tantalising slice of social, cultural and horticultural history dies with them.

We believe that cultivated plants deserve to be a **conservation priority**. Each one contains a unique combination of genetic material and is testament to human effort and inventiveness.

### How do we do it?

#### National Plant Collections®

National Plant Collections are held by individuals or organisations who undertake to document, develop and conserve a comprehensive collection of plants within a defined scope and hold them in trust for the future. The scope can be defined botanically by plant group, either taxonomically, such as all the *Penstemon* cultivars or *Rhododendron* subsect. *Falconera*; or have a shared history such as plants collected by Harold Comber; or a geographic link, such as North West English cultivars.

Plant Heritage supports collectors, helping them to tend, monitor and share their collection, guaranteeing the preservation of our garden flora. Members of our Groups all over the country, work together propagating plants and running plant exchanges and sales for funding. The groups also provide collection co-ordinators to advise the collectors and assess the collections.

The National Plant Collections scheme is overseen by the Plant Conservation Committee, a sub-committee of the Board, whose members are independent advisers, experts in taxonomy, horticulture, botany and the horticultural trade and area group volunteers. The committee rigorously assesses new applications for scope and coverage.

There were 28 new National Plant Collections accredited in 2018/19 and as at 31<sup>st</sup> October 2019 there were 651, of which 288 were Horticultural, 297 Reference and 66 Historic collections, with 18 having been awarded Scientific status. There has also been an increase (35%) in new proposals.

Our new database allows us to look at where collections are held:

- 37% in private gardens
- 18% nurseries
- 14% Botanic gardens & Arboreta
- 10% Garden / Charitable Trusts
- 7% National Trust (UK wide)
- 7% Local Authority
- 4% Educational Facilities
- 2% RHS
- 1% Zoos

National Plant Collections are made available for people to view, either by appointment, on special open days or as part of a garden open to the public. They contain about 95,000 plants, held across the 651 collections. Together this represents a huge resource for gardeners, nurserymen, garden designers, researchers, plant breeders and those interested in historical gardens and landscapes. Having these plants part of a registered conservation scheme ensures that they will be a resource for generations to come.

National Plant Collections are valuable for assessing the best cultivars for gardeners to enjoy and are used for scientific research, as a source of live plants and genetic material available for investigating a group of plants. They also provide insurance, being “living libraries” of the genetic diversity of garden plants. There are still some important groups of garden plants that are not represented in National Collections.

### **Missing genera campaign**

The ‘Missing Genera’ campaign, launched in 2016, encourages people with a passion for plants to bring together a National Plant Collection of their own and join the Plant Heritage community in growing, sharing and saving plants.

From 2016 to 2019 we have highlighted 40 plant groups – this has resulted in three new registered National Plant Collections (*Achillea*, *Aeonium*, *Ginkgo*), and 11 proposals currently working their way through the system (*Alcea*, *Arisaema*, *Caryopteris*, *Crateagus*, *Echinacea*, *Echinops*, *Eryngium*, *Forsythia*, *Grevillea*, *Sisyrinchium*, *Verbena*) - a 32.5% response rate; or a 7.5% success rate on new National Collections accredited from this campaign.

### **Threatened Plants Programme™**

Fluctuating fashions, changes in the nursery trade, loss of specialist knowledge, environmental changes and new pests and diseases can all mean a threat to cultivated plants. As part of our work combating these threats, Plant Heritage started the Threatened Plants Programme in 2009. Through the programme

we track the locations and availability of garden cultivars and work out how rare or threatened they are. Information from the Threatened Plants Programme helps collection holders prioritise their sourcing and propagation. It is also a unique resource for people searching for particular cultivars, such as new Collection Holders. We can often pinpoint who last had a particular cultivar, or contact a garden still growing it to see if they can supply propagating material.

The Board of Trustees asked for the Threatened Plant Programme assessment process to be fully assessed by completing in-depth assessments of two genus. Hardy garden chrysanthemums and delphiniums were selected for the assessment and the results achieved demonstrate how Plant Heritage work, the National Plant Collections, the Plant Guardian scheme and the Plant Exchange' are working successfully in conserving cultivars. The assessments also show how many cultivars appear to have been lost, further highlighting the need for more investment in our work.

### A summary of the findings for Hardy garden chrysanthemums

- 189 *Chrysanthemum* cultivars (cvs), hardy in the UK were identified (as of April 2019). Of these: 54 are Threatened in cultivation; a further 65, although not Threatened, are also eligible for the Plant Exchange or Plant Guardian scheme and 70 are generally available through nurseries
- The single National Plant Collection® of hardy *Chrysanthemum* holds 138 cvs (73% of all)
- 119 cultivars (63% of all) are rare enough to be eligible for Plant Guardians or Plant Exchange: ten cultivars do have Plant Guardians
- The rarest category, threatened in cultivation, highlights 54 cultivars (29% of all), of which only 11 are safe in a collection. Overall, 21 Threatened cultivars exist in only one known location
- No threatened cultivars were found alive in other botanic and historic gardens, despite extensive checking. Therefore, 22 Threatened cultivars remain Critically endangered in cultivation, with no known growing location
- 69 cultivars have been lost from current collections and not replaced. Some may be worth finding. Four have been in past Plant Exchanges, one as recently as 2017), but have no known location

### A summary of the findings for perennial *Delphinium*

- 506 *Delphinium* cultivars sold or grown in the UK or Ireland were identified (as of Nov 2019)
- 22 had previously been highlighted, from a list of 289, as those most worthy of conservation. 20 of these are still Threatened in cultivation; two are now only Near Threatened, remaining eligible for the Plant Exchange or protection by a Plant Guardian
- 12 Threatened and priority cultivars remain Critically endangered in cultivation, with no known growing location.
- There are two National Plant Collections of *Delphinium* at The Regent's Park, London and Temple Newsam Estate, Leeds. Together they hold 129 cultivars, 20 of which are with both. There are 6 Threatened cultivars held in both collections and another 6 that are Near Threatened and Plant Guardian eligible
- No delphinium cultivars have been offered in Plant Exchanges and there are no Plant Guardians for any

### **Plant Guardians®**

To preserve plants, it is essential that we keep them growing in gardens. Plant Heritage encourages members to take active part in conservation work by becoming a Plant Guardian.

We have approximately, 1379 plants in the Plant Guardian scheme, around 50% of which were identified through the Plant Exchange programme. Through the scheme, rare plants are grown in multiple locations as an insurance against loss. Plant Heritage retains a record of plants in guardianship and encourages Plant Guardians to propagate the plants they are caring for and share them with other members via plant sales and the Plant Exchange.

### **Plant Exchange™**

The best way to conserve rare plants is to propagate and share them. The Plant Exchange enables hard to find plants being cultivated and conserved by members around the country to be shared with other members. By distributing plants around the country, we can re-establish plants in danger of being lost and give members the chance to get hold of something rare or unusual. We encourage members to propagate these plants and pass them on, to help secure their future.

At our Plant Exchange in 2019, 941 plants gained another home. Of those, 152 threatened plants were highlighted by the TPP as “red label plants”, rare in cultivation.

### **Brickell Award**

The Brickell award recognises the vital plant conservation work undertaken by Collection Holders to secure plants in cultivation, for example through the rediscovery and propagation of lost taxa, and is awarded to those considered to have demonstrated excellence in this field.

The Brickell Award winner 2019 is Roger Parsons for his work on *Lathyrus*. Roger is the holder of the National Collection of *Lathyrus* and in 2018 was awarded Scientific National Collection status

### **Digital Recording**

It is important that we record the information gathered by National Collections Holders to create an enduring resource for the future. The use of the Persephone online recording system, which is the preferred method for recording the National Plant Collections, continued to grow with over 150 National Collections and a further 16 prospective collections recorded within it by the end of the year.

There are now almost 30,000 accessions and a huge library of photographs and other information held on Persephone. Some collections recorded on Persephone have come to an end (due to death or other circumstances) but permission had been given by the Collection Holder for Plant Heritage to have continued access to the records. In the past, records had tended to get ‘lost’ with the collections. The Persephone volunteer team continues to support collection holders with accessioning and recording their collections.

The Board would like to record its thanks to the whole working group for the hours they continue to give towards this project. Particular thanks are also due for support with software maintenance and development by Toby Ross which continues to be made available on a voluntary basis.

## Support for Collections

In 2019, a Plant Heritage bursary was awarded to Paul Doyle, collection holder for *Rebutia*, *Aylosteria*, & *Weingartia* (incl. *Sulcorebutia*) who received a grant to improve the interpretation for visitors, including bench-level signs at each different group of plants, giving key information about the genus concerned.

Philip Oostenbrink, collection holder of *Aspidistra elatior* & *A. sichuanensis* cvs. & *Ophiopogon japonicus* cvs. also received a bursary, used to support travel to America to visit nurseries and arboreta who have been doing research into these genera. The visit helped to clarify and further understand the plant names in his collection as well as compare results of DNA research done in the UK.

## National Collection Holder's Conference

In November 2018, we ran our second National Collection Holder's Conference, at the Royal Botanic Garden, Edinburgh. 98 collection holders and coordinators attended the two-day event with talks focused on plant health and breeding, as well as short talks from five Collection Holders on aspects of their work. The conference allowed Collection Holders from across the UK to exchange information, advice and best practice about the management of National Collections and plant conservation. The conference also informed attendees on topics inaccessible outside of professional networks and allowed Plant Heritage to gather information from Collection Holders on what support that they would like from the organisation.

## Plant Health Workshop

Thirty collection holders and members attended the workshop at Bristol Botanic Gardens in November 2019, to hear about current developments in Plant Health and Biosecurity. The meeting was led by Andrew Gaunt (APHA representative and *Hedychium* collection holder) and Neil Helyer (IPM Consultant, Fargo). Plant health and methods of biosecurity now critically important due to threats from many sources (*Xylella fastidiosa*, *Phytophthora ramorum*, ash die-back/*Chalara fraxinea* etc.). The topics included native pests and diseases, biological and chemical controls, quarantine and biosecurity - specifically focusing on prevention of arrival and spread of pests, disease and invasive plants. Delegates were also informed about the latest legislation, including the new plant passporting guidelines, and how to access current information from DEFRA's online Plant Health Portal.

## Collection Coordinators

We currently have 36 Collection Coordinators and are actively recruiting more. A seminar for coordinators is planned for January 2020

## Policy Work

We continued our participation in the Orchards Network in 2019, along with representatives from a wide range of interested organisations such as the National Trust, RHS, local, regional and community orchards, National Fruit Collection (NFC) and Fruit ID (DNA research to establish varieties).

Plant Heritage has participated in the UK Plant Genetic Resource group and intends to contribute plant data on collections to their annual reporting on plant genetic resources in the UK.

## **Raising Public Awareness of the Need for Plant Conservation**

By letting others know about what we do, we can gain their support for plant conservation so Plant Heritage is actively engaged in sharing expertise. We continue to produce our in-print publications as we increase our presence on social media and we exhibit at many local and national shows.

## **Membership and Volunteers**

Based on data held on 1 November 2019

- Membership has decreased by 2.5 % to 3,465 (compared to a 1.2% decrease in 2018)
- Recruitment has resulted in 315 new members
- The loss of members this year is this year (407) is slightly higher than last year (403)

Members are encouraged to participate in the activities of their local Group, of which there are 31 across the UK and Ireland. These Groups are run by volunteer committees who put in a tremendous amount of effort to organise interesting activities for their members and raise funds for the charity; without them we would not be able to reach out to the public so effectively and we applaud all their efforts on behalf of the charity.

Activities included:

- Around 200 events listed on our website including 120 talks, 50 plant fairs, over 20 visits/open days
- Groups offered a number of propagation workshops
- Trained more than 120 members in plant conservation skills across eight national workshops
- Around 100 open days were held by National Collection Holders around the country.

The Board is extremely grateful to each and every volunteer for the time and resources they give so generously to the charity. Their value comes from the skills, experience and support provided by them, whether it is the direct help they give to the staff, or the Collections Coordinators who play such an important role with the National Collection Holders. Volunteers are also vital to the success of all local group activities and provide the manpower needed to support national and local shows.

## **Related Parties**

The charity has two affiliated groups (Isle of Man and Guernsey) that share the same objectives as Plant Heritage, who generously support our work. The charity also has links with the Wiltshire Gardens Trust and the Irish Garden Plants Society.

## **Publications**

### **Website**

Building a new website was a major focus of activity in 2019, finally going live in November. The site is a considerable improvement on the old one, being aesthetically more attractive as well as easier for visitors to use and for staff to manage and update. It is now much easier to find information about conservation, becoming a member or a Plant Guardian. Visitors can also find details of the Annual General Meeting and the annual Plant Exchange. The site also has a page for each local Group's events such as specialist plant fairs, talks and visits.

The team also worked with an external consultant to build the new Conservation Management Database (CMD), and complete the application needed to link the CMD to the website so that it is now possible to search the National Collections online and find open days and locations via an interactive map.

## **Annual Directory**

The annual Directory of National Plant Collections 2019 listed all National Plant Collections with details of the Collection Holder and information about when the Collection is open. This is issued free to members, but the information can also be accessed on our website so is freely available to the general public. We encourage members and the public to visit the National Collections to see for themselves the conservation efforts of the Collection Holders, and to see the wide range of plants that are being conserved. We thank all our National Collection Holders for opening their collections to the public. All collections are accessible to visitors whether by appointment, through specific open days, or business open days.

## **The Journal**

We published two issues of *The Journal* with a renewed focus on the work of Collection Holders undertaking conservation in action and how education in the widest sense is at the heart of what we do. We are grateful for the continuing work of our Editor Clare Hogan in delivering this publication.

## **Collection Holder News**

The Collection Holder blog and newsletters keep National Collection Holders informed of news and information on legal, policy and regulatory matters. There were three conservation led newsletters to signpost workshops, events and news.

## **New Collection Holder's handbook**

The Collection Holder's handbook was updated to provide a basic 'how to' guide for setting up and managing a National Plant Collection. The new edition can now be downloaded from the website. Additional, in-depth advice on some of the subjects covered in the handbook is available on the website and will be updated more regularly, so it is expected that the handbook will be read in conjunction with the website.

## **Shows**

### **RHS Chatsworth Flower Show**

In 2019 the Plant Heritage display at RHS Chatsworth Show was awarded a Gold medal. This display highlighted regional National Collections including *Peperomia* from Sally Williams, *Eucomis* from NT Hardwick Hall, *Solenostemon* from Leeds City Council, *Hosta* (British introductions) by Robert & Margaret Barlow, *Lithops* spp., *Haworthiopsis* & *Echinopsis* from Abbey Brook Cactus Nursery.

### **Plant Heritage zone at RHS Hampton Court Palace Garden Festival**

The Plant Heritage display at RHS Hampton Court Palace Garden Festival was awarded an RHS Silver Gilt medal, and record donations were taken in the Seed Shop. The Plant Heritage zone in the floral marquee showcased displays from *Hosta* (miniature & small) by Jonathan Hogarth who was awarded a Gold medal and best in Plant Heritage zone, *Kniphofia* (cvs. & AGM species) & *K.* (spp. subspp. & varieties) from the

Eden Project, Queen Mary 11 Exoticks Collection held at Hampton Court Palace, *Rubus* spp. by Barry Clarke, *Podocarpus* & related *Podocarpaceae* by Caerhays Castle, *Pinus* (excl. dwarf cvs.) by Sir Harold Hillier Gardens, *Hakonechloa macra* & cvs. from Canterbury Cathedral, plus *Ophiopogon japonicus* cvs. by Philip Oostenbrink, and *Hemerocallis* with the RHS AGM from Brookfield Nurseries.

The Missing Genera campaign continues to be successful at both these shows, highlighting some new genera, which has resulted in proposals of *Echinacea* and *Alcea*.

National Collection Holders are passionate plants people, and their expertise and dedication was reflected in the 19 medals awarded to them at RHS Chelsea Flower Show; with 20 awarded at RHS Hampton Court Palace Garden Festival, in addition to the eight in the Plant Heritage zone.

## Regional Shows

Further show successes were achieved by our Worcestershire Group, with two Gold medals achieved at the RHS Malvern Show (Spring & Autumn); and by our Yorkshire Group with Gold medals awarded at the Harrogate and the Yorkshire shows. West Midlands Group exhibited at Gardeners World Live, Shropshire Group achieved a Gold at the Shrewsbury Show, and the Cheshire Group achieved a Silver Gilt medal at RHS Tatton Show.

Local groups continue to hold plant fairs which not only raise funds for the charity but further our conservation objectives by providing the opportunity for the public to buy from specialist nurseries. These events also help raise awareness amongst the public of the existence of Plant Heritage and the conservation work carried out by Collection Holders and members.

We thank the Royal Horticultural Society for their continued support in allowing us to have a presence at RHS Shows.

## Show plans for 2020

In 2020 we plan a display in the Discovery Zone at RHS Chelsea Show showcasing the research of Collection Holders; a new display in the floral marquee at Gardeners World Live highlighting threatened plants; with a new competition to be launched at RHS Hampton Court Palace Garden Festival – Threatened Plant of the Year.

## Education and Community Engagement

Eight workshops were facilitated by our staff covering taxonomy, shows, herbaria and social media. These were attended by 118 Collections Holders and Coordinators to increase their plant conservation knowledge. In addition, local Groups organised propagation days for members to enable them to grow plants to conserve or to be sold to raise funds for the charity.

Our aim to offer a wider range of geographical locations was achieved, with venues including Edinburgh, Sheffield, Worcestershire, Northumberland as well as Surrey.

Future plans include holding workshops on botanical art, library research, plant health, taxonomy, plant photography and more Persephone training in 2020. We continue to promote the need for cultivated plant conservation with partner organisations and horticulture colleges and courses.

Talks are offered by local groups on a wide variety of horticultural subjects and these are free to members and are open to visitors who pay a small charge.

## Social media

Our website [www.plantheritage.org.uk](http://www.plantheritage.org.uk) continues to be the main way we provide online information about the National Plant Collections around the country, how to apply for a collection or register a Plant Guardian, and also information about our 31 regional groups and their activities.

Plant Heritage's social media presence is threefold including a new Instagram account. The wordpress blog is available but the focus in 2019 has been on social media, reaching out to a wider audience:

Instagram	<a href="https://www.instagram.com/plantheritage/">https://www.instagram.com/plantheritage/</a>	New in 2019 1248 followers
Facebook	<a href="https://www.facebook.com/OurPlantHeritage">https://www.facebook.com/OurPlantHeritage</a>	3277 likes (2855 likes in 2018)
Twitter	<a href="https://twitter.com/plantheritage">https://twitter.com/plantheritage</a>	13.7 K followers (13.1K in 2018)

The Plant Heritage e-newsletters keep members and others informed of news and events and encourage the public to visit National Collections and get involved in conservation. Meanwhile Twitter, Instagram and Facebook continue to be used to engage the general public and horticulturalists through promoting an understanding of the diversity of garden plants and the need for conserving them.

## Press coverage

Coverage of Plant Heritage's activities included the Garden News "Be a Plant Hero" series of 30 articles about collection holders and a lovely article by Val Bourne, in Saga Magazine, "Save Our Garden Plants". The charity also received great editorial mentions from our President, Alan Titchmarsh in his writing for Gardener's World magazine, Waitrose Weekend magazine and at the opening of the RHS Wisley Conservation Centre.

Press releases are issued about all new collections and projects, and we have good visibility in the mainstream gardening publications. A number of Collection Holders have featured on Gardeners' World and have been interviewed on local radio. We were pleased to note that the press are beginning to link Plant Heritage with 'National Collections'.

## **Treasurer's Financial Review**

The financial outcome for the year in the undertaking of charitable objectives saw overall income achieved of £436,147 (£376,378 in 2018) and expenditure of £342,396 (£443,187 in 2018). Net income for the year was £93,751 compared to a net loss of £66,809 in 2018.

### **Incoming resources**

Donations and Legacies at £117,457, as shown in note 3 to the Accounts, were 77% higher than in 2018 (£66,221). Income from charitable activities (Membership, Shows, Educational Meetings and Events) was £286,137 compared with £279,325 in 2018, an increase of 2%.

### **Resources expended**

Plant Heritage spent a total of £342,396 (£443,187 in 2018) on Charitable Activities, Fundraising and Governance in 2019. This represents a 23% decrease in resources expended. The costs of generating funds was £45,392 (£50,635 in 2018). Changes in staffing meant that we did not have a Communications Officer in post 2018/19, which means that all Communications activities are included in Membership and educational activities

### **Intangible fixed assets**

Intangible fixed assets include the cost of the website development work.

### **Reserves policy**

It is the policy of the Charity that unrestricted funds which have not been designated for a specific use, should be maintained at a level equivalent to six months general operating costs, including salaries. The Trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

## Fundraising Activities

### Donations and Sponsorships

Plant Heritage is indebted to its supporters, sponsors and advertisers – we thank them all for their generous support and in particular:

*Burpee Europe Ltd*  
*Griffin Glasshouses*

*Johnsons Seeds*  
*Melcourt Industries Ltd*

Plant Heritage gratefully acknowledges grants and donations from the following trusts and foundations, which help to support our core conservation work as well as the Threatened Plants Programme, National Collection Holder and membership workshops, the Plant Guardians scheme and our National Collection Holder's Conference. We are also delighted to welcome the support of three charitable trusts and foundations for the first time.

*The Banister Charitable Trust*  
*The Conduit Foundation*  
*Esmée Fairbairn Foundation*  
*The Finnis Scott Foundation*  
*Goulburn Charitable Trust*  
*The Hawthorne Charitable Trust*  
*Sir Jeremiah Colman Gift Trust*  
*The Leach Fourteenth Trust*

*The Misses Barrie Charitable Trust*  
*The Rothermere Foundation*  
*The Shanly Foundation*  
*Stanley Smith (UK) Horticultural Trust*  
*Tanner Trust*  
*The Topinambour Trust*  
*The William Dean Trust*

The charity recognises the commitment and hard work put in by the members of the area groups who fundraise throughout the year and generously pass these contributions on to support the core work of the charity. In all, Groups contributed a profit of £60,144 to these accounts, of which £50,372 was donated to Central Office. Plant Heritage is also grateful to its affiliated Groups in Guernsey and Manx, and the Wiltshire Gardens Trust who provide financial support.

## Structure, Governance and Management

Plant Heritage is a company limited by guarantee and is governed by its Memorandum and Articles of Association, adopted on 2 February 1988, amended in April 2004, April 2010 and July 2018

### Directors and Trustees

The Board of Trustees are responsible for the overall governance of the charity. The Trustees are also the Directors of the Limited Company. Trustees are appointed by the membership at the Annual General Meeting (AGM). At each AGM, one-third of the directors must retire from office. The directors to retire by rotation must be those who have been longest in office since their last appointment. A director must retire after serving a total of eight years, consecutive or otherwise.

The following served during the year 2018-2019:

Mrs Cecilia Bufton	Chairman (Ex Officio, appointed 05.10.17, reappointed 04.05.19)
Dr Rosemary Day	Vice-Chairman (Ex Officio, appointed 05.10.17, reappointed 04.05.19)
Mrs Catherine Penny	Appointed 5 October 2017
Mr James Muir Marshall	Appointed 18 April 2018
Mr David Ross	Joint Treasurer (position approved by AGM 04.05.19) (Appointed 18 April 2018)
Mrs Emma Crawforth	Appointed 26 <sup>th</sup> July 2018
Mrs Sally Nex	Appointed 26 <sup>th</sup> July 2018
Mr David Ford	Joint Treasurer (position approved by AGM 04.05.19) Appointed 4 <sup>th</sup> May 2019
Mr Alastair Harris	Appointed 4 <sup>th</sup> May 2019
Ms Helen Triggs	Appointed 4 <sup>th</sup> May 2019

The Board met formally on four occasions to discuss the management of the charity.

### Governance changes

Changes to the Articles of Association, agreed at an Extraordinary General Meeting on the 26<sup>th</sup> July 2018, disbanded council. Council was replaced by one member one vote, meaning that every member of the charity can have a say. Each member may vote in person, by mail (email or post) or by proxy. The three panels, Membership & Supporters (MSP), Resources & Skills (RSP) and Plant Conservation (PCP), are now fulfilling the role of advising the Board of Trustees.

### Trustee Liaison for Groups

To improve communication with Groups each has been allocated a Trustee who will endeavour to attend local meetings and where possible support local activities as well as ensure that any local issues are raised at Board meetings or Panel meetings.

## Panels, Committees and Working Groups

<p><b>Resources &amp; Skills Panel (RSP)</b>  <i>Meetings every two months</i>  Responsible for finance, fundraising and governance matters</p> <ul style="list-style-type: none"> <li>• Helen Moorcraft (Chair)</li> <li>• David Ford</li> <li>• David Ross</li> <li>• Anthony Piggott</li> <li>• Cecilia Bufton</li> </ul>	<p><b>Plant Conservation Panel (PCP)</b>  <i>Meetings four times a year</i>  Development of Conservation Strategy and delivery of associated programmes and activities</p> <ul style="list-style-type: none"> <li>• Jim Marshall (Chair)</li> <li>• Catherine Penny</li> <li>• Simon Toomer</li> <li>• Tim Upson</li> <li>• Anne Tweddle</li> <li>• Ian Hunt</li> <li>• Rosie Yeomans</li> <li>• Catrina Fenton</li> <li>• Emma Robertson</li> <li>• Chris Clennett</li> </ul>
<p><b>Membership &amp; Supporters Panel (MSP)</b>  <i>Meetings two-three times a year</i>  Development of membership strategies and delivery of advice, support and guidance to Groups</p> <ul style="list-style-type: none"> <li>• Rosemary Day</li> <li>• Emma Crawforth</li> <li>• Penny Ross</li> <li>• Rosemary Buisseret</li> <li>• Maddy Ward</li> <li>• Linda Eggins</li> <li>• Rhona Frayne</li> </ul>	<p><b>Plant Conservation Committee (PCC)</b>  <i>Meetings four times a year</i>  Accreditation of National Plant Collections</p> <ul style="list-style-type: none"> <li>• Tim Upson (Chair)</li> <li>• Jonathan Webster (Vice-Chairman)</li> <li>• Chris Clennett</li> <li>• James Armitage</li> <li>• Kevin Hobbs</li> <li>• Ross Kerby</li> <li>• Rosie Yeomans</li> <li>• Gary Firth</li> <li>• Matthew Biggs</li> <li>• Chris Trimmer</li> </ul>
<p><b>Persephone Working Group (PWG)</b>  <i>Meetings up to four times a year</i></p> <ul style="list-style-type: none"> <li>• Doug Smith (Chair)</li> <li>• David Ross</li> <li>• Penny Ross</li> <li>• Barry Clarke</li> <li>• Gary Firth</li> </ul>	<p><b>Nominations Committee</b>  <i>ad hoc</i>  Recruitment and selection of Trustees</p> <ul style="list-style-type: none"> <li>• Rosemary Day (Chair)</li> <li>• Jim Marshall</li> <li>• Margaret Headen</li> </ul>
<p><b>Information &amp; Technology Working Group (ITWG)</b>  <i>Group closed at year end - work to deliver website and Collections Management Database completed</i></p> <ul style="list-style-type: none"> <li>• David Ross</li> <li>• Doug Smith</li> <li>• Cecilia Bufton</li> </ul>	

## Staffing

Vicki Cooke joined as Conservation Manager, in January 2019, on a three -year contract paid for by a grant from the Esmée Fairbairn Foundation. Marcia Peacock resigned her position as Plant Conservation officer in March 2019 and was replaced by Liz Edwards who took up her position in June 2019. The headcount at the end of October 2019 was 5.23 full time posts. The Board of Trustees wish to thank all the members of staff for their expertise, loyalty, resourcefulness and commitment to Saving Garden Plants.

## Business Plan 2018 – 2021

Major areas of focus

### Conservation- PCP & PCC

1. Increase the number and diversity of cultivated plants held in National Collections and by Plant Guardians
2. Improved curation standards that are consistent and comprehensive
3. A network of effective Collection Coordinators
4. Influence and guide future work in the field of conservation of cultivated plants

### Membership & Supporters - MSP

5. Grow the membership of Plant Heritage
6. Develop programmes to raise funds from supporters
7. Improve and expand internal communication channels

### Finance & Fundraising - RSP

8. Oversee financial management
9. Develop a fundraising strategy to ensure Plant Heritage has sufficient income to achieve its charitable aims

### Governance, Data and Processes

10. Review activities of panels, committees & working groups. Assess performance of member voting. Evaluate Central Office staffing against targets and objectives - **BOARD**
11. Update Plant Heritage systems, processes and data management – **ITWG & PWG**

### External Communications – Communications WG

12. Define objectives for external communication and select appropriate partner for effective delivery

## Statement of Trustees' Responsibilities

Company law requires the Trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of the surplus or deficit for that period. In preparing these financial statements, the Trustees have in their opinion:

- selected suitable accounting policies and then applied them consistently;
- made judgements and estimates that are reasonable and prudent;
- ensured that the applicable accounting standards have been followed; and
- prepared the financial statements on the going concern basis.

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

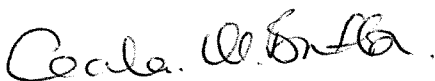
### Statement of Disclosure of Information to Independent Examiner

So far as the Trustees are aware, there is no relevant information of which the Charity's Independent Examiner has not been informed.

Approved by the Board of Trustees on 23 June 2020 and signed on their behalf by:

**Trustee and Chairman**

Mrs Cecilia Bufton



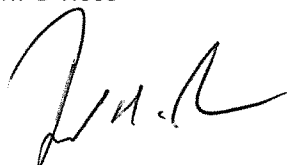
**Trustee and Joint-Treasurer (acting)**

Mr D Ford



**Trustee and Joint-Treasurer (acting)**

Mr D Ross



# PLANT HERITAGE

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF PLANT HERITAGE

I report to the trustees on my examination of the financial statements of Plant Heritage (the charity) for the year ended 31 October 2019.

### Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities and Trustee Investment (Scotland) Act 2005 (the 2005 Act), the Charities Accounts (Scotland) Regulations 2006 (as amended) and the Companies Act 2006 (the 2006 Act). You are satisfied that the financial statements of the charity are not required by charity or company law to be audited and have chosen instead to have an independent examination.

Having satisfied myself that the accounts of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's accounts carried out under section 44 (1) (c) of the 2005 Act and section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed the requirements of Regulation 11 of the Charities Accounts (Scotland) Regulations 2006 (as amended) and all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

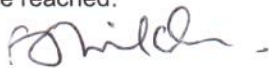
### Independent examiner's statement

Since the charity is required by company law to prepare its accounts on an accruals basis and is registered as a charity in Scotland your examiner must be a member of a body listed in Regulation 11(2) of the Charities Accounts (Scotland) Regulations 2006 (as amended). I confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act and Regulation 4 of the 2006 Accounts Regulations; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of Regulation 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended) and do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.



Frances Wilde FCCA DChA

Dated 15 July 2020

Warner Wilde  
Chartered Certified Accountants  
4 Marigold Drive  
Bisley  
Surrey, GU24 9SF

# PLANT HERITAGE

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 OCTOBER 2019

	Notes	Unrestricted funds general £	Unrestricted funds designated £	Restricted funds £	Total 2019 £	Total 2018 £
<b>Income from:</b>						
Donations and legacies	3	31,520	5,512	80,425	117,457	66,221
Charitable activities	4	164,105	122,032	-	286,137	279,325
Advertising, publications, sponsorship and trading	5	13,546	17,037	-	30,583	29,785
Investments	6	1,791	179	-	1,970	1,047
<b>Total income</b>		<b>210,962</b>	<b>144,760</b>	<b>80,425</b>	<b>436,147</b>	<b>376,378</b>
<b>Expenditure on:</b>						
<u>Raising funds</u>						
Costs of generating donations and legacies	7	43,969	-	-	43,969	44,275
Trading costs	7	1,423	-	-	1,423	6,360
		<b>45,392</b>	<b>-</b>	<b>-</b>	<b>45,392</b>	<b>50,635</b>
<u>Charitable activities</u>						
Membership and Shows	8	29,414	-	24,053	53,467	87,107
Educational Activities	8	30,320	79,213	-	109,533	119,688
Plant Conservation	8	95,831	4,287	33,805	133,923	123,155
Fit for Growth	8	81	-	-	81	30,669
Communications	8	-	-	-	-	31,933
<b>Total charitable expenditure</b>		<b>155,646</b>	<b>83,500</b>	<b>57,858</b>	<b>297,004</b>	<b>392,552</b>
<b>Total resources expended</b>		<b>201,038</b>	<b>83,500</b>	<b>57,858</b>	<b>342,396</b>	<b>443,187</b>
<b>Net income/(expenditure) for the year/ Net movement in funds</b>		<b>9,924</b>	<b>61,260</b>	<b>22,567</b>	<b>93,751</b>	<b>(66,809)</b>
Fund balances at 1 November 2018		<b>84,517</b>	<b>255,621</b>	<b>4,986</b>	<b>345,124</b>	<b>411,933</b>
<b>Fund balances at 31 October 2019</b>		<b>94,441</b>	<b>316,881</b>	<b>27,553</b>	<b>438,875</b>	<b>345,124</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# PLANT HERITAGE

## BALANCE SHEET

AS AT 31 OCTOBER 2019

	Notes	2019 £	£	2018 £	£
<b>Fixed assets</b>					
Intangible assets	13		52,566		8,000
Tangible assets	14		3,937		-
			<u>56,503</u>		<u>8,000</u>
<b>Current assets</b>					
Debtors	16	6,945		10,816	
Cash at bank and in hand		406,539		352,573	
		<u>413,484</u>		<u>363,389</u>	
<b>Creditors: amounts falling due within one year</b>	17	(21,499)		(17,495)	
Net current assets			391,985		345,894
<b>Total assets less current liabilities</b>			448,488		353,894
<b>Creditors: amounts falling due after more than one year</b>					
Deferred income	18	9,613		8,770	
		<u>(9,613)</u>		<u>(8,770)</u>	
<b>Net assets</b>			<u>438,875</u>		<u>345,124</u>
<b>Income funds</b>					
Restricted funds	20		27,553		4,986
<u>Unrestricted funds</u>					
Designated funds	21	316,881		255,621	
General unrestricted funds		94,441		84,517	
		<u>411,322</u>		<u>340,138</u>	
			<u>438,875</u>		<u>345,124</u>

## PLANT HERITAGE

### BALANCE SHEET (CONTINUED)

AS AT 31 OCTOBER 2019

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Notes	2019		2018	
	£	£	£	£

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 October 2019.

The trustees acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

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

The financial statements were approved by the Trustees on 23 JUNE 2020



Mr D Ross  
Trustee



Mrs C Bufton  
Trustee



Mr D Ford  
Trustee

Company Registration No. 2222953

# PLANT HERITAGE

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 OCTOBER 2019

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### 1 Accounting policies

#### Charity information

Plant Heritage is a private company limited by guarantee incorporated in England and Wales. The registered office is 12 Home Farm, Loseley Park, Guildford, Surrey, GU3 1HS.

#### 1.1 Accounting convention

The accounts have been prepared in accordance with the charity's governing document, the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

#### 1.4 Incoming resources

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

# PLANT HERITAGE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2019

---

### 1 Accounting policies

(Continued)

Turnover is measured at the fair value of the consideration received or receivable and represents amounts receivable for goods and services provided in the normal course of business, net of discounts, VAT and other sales related taxes.

#### 1.5 Resources expended

A liability is recognised when either a constructive or legal obligation is identified. Central costs are apportioned between costs of generating funds and charitable activities on the basis of the specific activities of members of staff. Irrecoverable VAT is allocated to the same expenditure heading as the cost to which it relates. Basic financial liabilities are recognised at transaction cost.

#### 1.6 Intangible fixed assets other than goodwill

Intangible assets acquired separately from a business are recognised at cost and are subsequently measured at cost less accumulated amortisation and accumulated impairment losses.

Intangible assets acquired on business combinations are recognised separately from goodwill at the acquisition date where it is probable that the expected future economic benefits that are attributable to the asset will flow to the entity and the fair value of the asset can be measured reliably.

Amortisation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Website	8 Years Straight Line
---------	-----------------------

#### 1.7 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Computers	4 years Straight Line
-----------	-----------------------

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

#### 1.8 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible and intangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

Intangible assets with indefinite useful lives and intangible assets not yet available for use are tested for impairment annually, and whenever there is an indication that the asset may be impaired.

#### 1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

# PLANT HERITAGE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2019

---

### 1 Accounting policies

(Continued)

#### 1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

##### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

##### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

#### 1.11 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

#### 1.12 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

#### 1.13 Leases

Rentals payable under operating leases, including any lease incentives received, are charged as an expense on a straight line basis over the term of the relevant lease.

## PLANT HERITAGE

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2019

#### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

#### 3 Donations and legacies

	Unrestricted funds general 2019 £	Unrestricted funds designated 2019 £	Restricted funds 2019 £	Total 2019 £	Total 2018 £
Donations and gifts	31,520	5,512	80,425	117,457	66,221
For the year ended 31 October 2018	28,988	5,889	31,344		66,221

# PLANT HERITAGE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2019

### 4 Charitable activities

	Membership and Shows	Educational Meetings and Events held by Area Groups	Total 2019	Total 2018
	2019 £	2019 £	£	£
Sales within charitable activities	162,709	123,428	286,137	279,325
Analysis by fund				
Unrestricted funds - general	162,709	1,396	164,105	171,302
Unrestricted funds - designated	-	122,032	122,032	108,023
	162,709	123,428	286,137	279,325
For the year ended 31 October 2018				
Unrestricted funds - general	169,794	1,508		171,302
Unrestricted funds - designated	-	108,023		108,023
	169,794	109,531		279,325

# PLANT HERITAGE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2019

### 5 Advertising, publications, sponsorship and trading

	Unrestricted funds general 2019 £	Unrestricted funds designated 2019 £	Total 2019 £	Total 2018 £
Advertising, publications, sponsorship and trading income	13,546	-	13,546	15,610
Fundraising events	-	17,037	17,037	14,175
Advertising, publications, sponsorship and trading	13,546	17,037	30,583	29,785
For the year ended 31 October 2018	15,610	14,175		29,785

### 6 Investments

	Unrestricted funds general 2019 £	Unrestricted funds designated 2019 £	Total 2019 £	Total 2018 £
Interest receivable	1,791	179	1,970	1,047
For the year ended 31 October 2018	906	141		1,047

### 7 Raising funds

	Unrestricted funds general 2019 £	Restricted funds 2019 £	Total 2019 £	Total 2018 £
<u>Costs of generating donations and legacies</u>				
Staging fundraising events	418	-	418	209
Staff costs	30,834	-	30,834	30,401
Depreciation and impairment	924	-	924	-
Support costs	11,793	-	11,793	13,665
Costs of generating donations and legacies	43,969	-	43,969	44,275

## PLANT HERITAGE

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2019

7 Raising funds				(Continued)
Trading costs				
Other trading activities	-	-	-	436
Support costs	1,423	-	1,423	5,924
	<u>1,423</u>	<u>-</u>	<u>1,423</u>	<u>6,360</u>
Trading costs	1,423	-	1,423	6,360
	<u>45,392</u>	<u>-</u>	<u>45,392</u>	<u>50,635</u>
<b>For the year ended 31 October 2018</b>				
Costs of generating donations and legacies	44,246	29		44,275
Trading costs	6,360	-		6,360
	<u>50,606</u>	<u>29</u>		<u>50,635</u>

# PLANT HERITAGE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2019

### 8 Charitable activities

	Membership and Shows	Educational Activities	Plant Conservation	Fit for Growth	Communications	Total 2019	Total 2018
	£	£	£	£	£	£	£
Staff costs	34,713	-	77,947	-	-	112,660	135,395
Depreciation and impairment	1,131	-	2,337	-	-	3,468	-
Other charitable expenditure	3,180	109,533	7,238	81	-	120,032	148,572
	39,024	109,533	87,522	81	-	236,160	283,967
Grant funding of activities (see note 9)	-	-	8,428	-	-	8,428	13,445
Share of support costs (see note 10)	12,451	-	34,376	-	-	46,827	68,944
Share of governance costs (see note 10)	1,992	-	3,597	-	-	5,589	26,196
	53,467	109,533	133,923	81	-	297,004	392,552
<b>Analysis by fund</b>							
Unrestricted funds - general	29,414	30,320	95,831	81	-	155,646	
Unrestricted funds - designated	-	79,213	4,287	-	-	83,500	
Restricted funds	24,053	-	33,805	-	-	57,858	
	53,467	109,533	133,923	81	-	297,004	
<b>For the year ended 31 October 2018</b>							
Unrestricted funds - general	87,107	28,835	96,372	117	31,933		244,364
Unrestricted funds - designated	-	87,844	10,814	-	-		98,658
Restricted funds	-	3,009	15,969	30,552	-		49,530
	87,107	119,688	123,155	30,669	31,933		392,552

## PLANT HERITAGE

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2019

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8	Charitable activities	(Continued)
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Management Support costs include Independent Examination and accounts preparation costs of £3,000 (2018: £2,950).

## PLANT HERITAGE

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2019

#### 9 Grants payable

	2019 £	2018 £
Grants to individuals:		
National Collection Holders	6,823	7,773
Grants and donations to others	750	2,363
Bursary Grants	855	2,090
Other	-	1,219
	<u>8,428</u>	<u>13,445</u>

#### 10 Support costs

	Support costs £	Governance costs £	2019 £	2018 £
Staff costs	-	-	-	4,815
Office running costs	58,620	-	58,620	82,609
Independent Examination and Accounts Preparation	-	3,618	3,618	3,082
Other governance costs including meetings and travelling	-	3,394	3,394	24,223
	<u>58,620</u>	<u>7,012</u>	<u>65,632</u>	<u>114,729</u>
Analysed between				
Fundraising	11,793	-	11,793	13,665
Trading	-	1,423	1,423	5,924
Charitable activities	46,827	5,589	52,416	95,140
	<u>58,620</u>	<u>7,012</u>	<u>65,632</u>	<u>114,729</u>

#### 11 Trustees

None of the trustees (or any persons connected with them) received any remuneration during the year, but five (2018: four) of them incurred £6,907 travelling expenses of which £4,805 was donated back to the charity (2018: £2,503) travelling expenses.

## PLANT HERITAGE

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2019

#### 12 Employees

##### Number of employees

The average monthly number of employees during the year was:

	2019 Number	2018 Number
Fundraising	1	1
Plant Conservation	3	3
Membership	2	2
	<u>6</u>	<u>6</u>

##### Employment costs

	2019 £	2018 £
Wages and salaries	132,239	155,609
Social security costs	5,695	7,490
Other pension costs	5,560	7,512
	<u>143,494</u>	<u>170,611</u>

7 (2018: 10) part time employees equate to 5.2 (2018: 6) full time staff. Administrative staff time has been apportioned across each heading of Fundraising, Membership and Conservation.

The salary cost of Key Management Personnel for the year ended 31 October 2018, including employer's contributions for National Insurance and pension costs was £nil (2018: £37,884).

There were no employees whose annual remuneration was £60,000 or more.

#### 13 Intangible fixed assets

	Website £
<b>Cost</b>	
At 1 November 2018	8,000
Additions - internally developed	48,158
	<u>56,158</u>
At 31 October 2019	
<b>Amortisation and impairment</b>	
At 1 November 2018	-
Amortisation charged for the year	3,592
	<u>3,592</u>
At 31 October 2019	
<b>Carrying amount</b>	
At 31 October 2019	<u>52,566</u>
At 31 October 2018	<u>8,000</u>

# PLANT HERITAGE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2019

### 14 Tangible fixed assets

	Computers £
<b>Cost</b>	
Additions	4,736
At 31 October 2019	4,736
<b>Depreciation and impairment</b>	
Depreciation charged in the year	799
At 31 October 2019	799
<b>Carrying amount</b>	
At 31 October 2019	3,937

### 15 Financial instruments

	2019 £	2018 £
<b>Carrying amount of financial assets</b>		
Debt instruments measured at amortised cost	6,228	7,257
<b>Carrying amount of financial liabilities</b>		
Measured at amortised cost	4,439	6,068

### 16 Debtors

	2019 £	2018 £
<b>Amounts falling due within one year:</b>		
Trade debtors	5,442	4,002
Other debtors	786	3,255
Prepayments and accrued income	717	3,559
	6,945	10,816

### 17 Creditors: amounts falling due within one year

	2019 £	2018 £
<b>Notes</b>		
Other taxation and social security	2,480	2,348
Deferred income	14,580	9,079
Trade creditors	1,456	2,931
Other creditors	125	279
Accruals	2,858	2,858
	21,499	17,495

## PLANT HERITAGE

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2019

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#### 18 Deferred income

	2019 £	2018 £
Other deferred income	24,193	17,849

Deferred income is included in the financial statements as follows:

	2019 £	2018 £
Current liabilities	14,580	9,079
Non-current liabilities	9,613	8,770
	<u>24,193</u>	<u>17,849</u>

#### 19 Retirement benefit schemes

##### Defined contribution schemes

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The charge to profit or loss in respect of defined contribution schemes was £4,527 (2018: £7,512).

# PLANT HERITAGE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 OCTOBER 2019

#### 20 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 November 2018	Movement in funds		Balance at 31 October 2019
	£	Incoming Resources £	Resources Expended £	£
Esmee Fairbairn (Conservation Manager)	-	57,531	(30,978)	26,553
Ridley Family Charity (Plant Health Workshop)	739	-	(739)	-
Hugh Fraser Foundation (Collection Holders Conference)	1,000	-	(1,000)	-
Cruach Trust (Collection Holders Conference))	973	-	(973)	-
RHS Coke Trust (Workshops)	854	-	(854)	-
Edward and Dorothy Cadbury Trust (Midlands)	500	-	(500)	-
Alfred Williams Charitable Trust (Plant Conservation Suffolk)	500	-	(500)	-
Godington Charitable Trust (Kent Group)	140	-	(140)	-
Cheshire Group	250	-	(250)	-
Herts and Bedfordshire Group	30	-	(30)	-
Rothermere Trust	-	5,000	(5,000)	-
Banister Charitable Trust	-	5,000	(5,000)	-
Topinambour Trust	-	4,000	(4,000)	-
Tanner Trust	-	2,000	(2,000)	-
Stanley Smith	-	2,000	(2,000)	-
The Misses Barrie Charitable Trust	-	1,000	(1,000)	-
Shanley Homes (TPP)	-	1,000	(1,000)	-
Finnis Scot Foundation	-	894	(894)	-
Leach 14 Trust/William Dean Trust (£500 each)	-	1,000	(1,000)	-
West Midlands Shows Fund	-	1,000	-	1,000
	<u>4,986</u>	<u>80,425</u>	<u>(57,858)</u>	<u>27,553</u>

**Directory** - annual publication of National Plant Collections, their locations, contact details and other useful information

**Threatened Plants Project** - assesses plants threatened in cultivation, at cultivar, not species, level.

**NCH Training** - workshops and education materials for National Collection Holders

**Plant Guardians** - records threatened plants conserved by Plant Heritage members in their own gardens

**Database** - Updating the National Collections database.

## PLANT HERITAGE

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

#### FOR THE YEAR ENDED 31 OCTOBER 2019

#### 21 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 November 2018	Movement in funds		Balance at 31 October 2019
	£	Incoming Resources £	Resources Expended £	£
Area Groups	175,621	144,760	(83,500)	236,881
Project fund	80,000	-	-	80,000
	<u>255,621</u>	<u>144,760</u>	<u>(83,500)</u>	<u>316,881</u>

##### Area Groups

Area Groups carry out activities throughout the year in accordance with the charity's objectives whilst remaining sympathetic and relevant to each group as defined by its members and geographical location. The Designated Fund represents the income and expenditure from group activities and the value retained in bank accounts as at the period end.

##### Project Fund

The Project Fund provides for spending on specific projects planned for the short to medium term.

#### 22 Analysis of net assets between funds

	National Office	Area Groups and Project Fund	Restricted Funds	Total	Total
	2019 £	2019 £	2019 £	2019 £	2018 £
Fund balances at 31 October 2019 are represented by:					
Intangible fixed assets	52,566	-	-	52,566	8,000
Tangible assets	3,937	-	-	3,937	-
Current assets/(liabilities)	47,551	316,881	27,553	391,985	345,894
Long term liabilities	(9,613)	-	-	(9,613)	(8,770)
	<u>94,441</u>	<u>316,881</u>	<u>27,553</u>	<u>438,875</u>	<u>345,124</u>

#### 23 Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2019 £	2018 £
Between two and five years	<u>38,819</u>	<u>46,750</u>