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THE  
FORGOTTEN GARDENS OF  
**EASTON LODGE**

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**THE GARDENS OF EASTON LODGE  
PRESERVATION TRUST**  
(A Company Limited by guarantee)

**REPORT AND FINANCIAL STATEMENTS  
YEAR ENDING 31<sup>st</sup> JANUARY 2017**

Company No. 4638621  
Charity No. 1101442

**THE GARDENS OF EASTON LODGE PRESERVATION TRUST  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31ST JANUARY 2017**

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## **THE GARDENS OF EASTON LODGE PRESERVATION TRUST REPORT OF THE TRUSTEES FOR THE YEAR ENDING 31 JANUARY 2017**

The Trustees are pleased to present their annual Directors' Report together with the financial statements of the charity for the year ending 31<sup>st</sup> January 2017, which are prepared to meet the requirements for a Directors' Report and Accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, 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) (effective 1 January 2015).

### **Chair's Report**

I am pleased to report that the Trust had an excellent year in 2016-17, with the Gardens and the Trust in robust health at the end of the financial year.

### **Our Purpose and activities**

The Trust exists to preserve, conserve and protect the historic gardens of Easton Lodge and their biodiversity for the enjoyment of the public, by: maintaining the gardens' ambience; protecting and renovating the gardens' historic structures; and enabling access and providing public educational opportunities for the public. The Trust aims in doing so to operate effectively and in line with best practice for small organisations.

### **Achievements and performance**

Our volunteers continued to make really good progress in restoring the walled kitchen garden and bringing additional colour and feature plants to the Italian garden. The Gardens looked fabulous throughout the season, and volunteers started to harvest fruit and pumpkins and produced our first preserves.

The Gardens are usually open 9 Sundays per year, however this year we were able to open an extra day on Easter Sunday. Our visitor numbers, unsurprisingly, can be severely affected by the weather and unfortunately, we suffered from adverse weather on some of our Open days. Despite this, we welcomed over 3,100 visitors on our Open Days and they enjoyed a range of musical entertainment and childrens' activities as well as appreciating the splendour and tranquillity of the Gardens. We also had over 500 visitors to the gardens on Group Visits, including local community and gardening groups and visitors from as far afield as the Netherlands and America, who visited our Gardens in their pre-arranged tours of the UK. So, overall visitor numbers were similar to the previous year, in which they totalled 3,701. As a result of these visits the Trust had a net income of £10,034 and so we were able to increase our funds available for restoration Projects.

The Trust aims to continue the gardens' former owner, the Countess of Warwick's focus on education. This engagement comes in many forms. For example, in 2016 the Trust supported training on craft skills in the gardens – traditional building skills and willow weaving. Trustees provided talks about the gardens to a wide range of local groups and gave volunteers masterclasses on aspects of gardening. The Trust's Website and Facebook Page include special features on the history and horticulture in the gardens; and the Trust is collaborating with Visit Essex to tell more about the area's important contribution in World War II.

During the year, the Trust made huge strides on its project to reconstruct the iconic Peto Treehouse, so it will be completed in 2017. The Trustees initially decided to have the Treehouse on a mound to facilitate wheelchair access. However, after further consideration and consultation with potential builders, we decided it would be possible and preferable to site the treehouse in its original oak tree, supported on stilts, so future visitors will be able to enjoy our

## **THE GARDENS OF EASTON LODGE PRESERVATION TRUST REPORT OF THE TRUSTEES FOR THE YEAR ENDING 31 JANUARY 2017**

treehouse much as the Edwardian visitors to the garden would have enjoyed Peto's treehouse. This change in the Trust's plan resulted in some delay to obtain planning permission and update the specifications before going out to tender, but the good news is that we have now selected a supplier and we should be able to report completion of the Project in our next financial year. We have sufficient funds to commission the treehouse, and we have been promised funding from other sources. We will continue our fundraising efforts for this project and others.

The Trustees are committed to managing the Trust in accordance with best practice for small charities like ourselves. Apart from wanting to do the right thing, we also know that many funders look to evidence of good governance before committing funds to projects. During this last year, we held a fundamental review of our governance to ensure we have processes in place which comply with current legislation and match best practice. This significant investment in time has resulted in many changes. The most significant step we took was to open the Membership of the Trust to our volunteers, giving annual membership to those who have contributed a minimum number of volunteer hours. This we hope will not only improve the accountability of the Trustees through giving our Members voting rights, but also result in more involvement of our volunteers in the future direction of the Trust.

Our long serving administrator, Helen Carter, resigned from the Trust due to the pressure of other commitments. We thank her for her excellent service and commitment and we welcome Cara Rayner, who is a qualified Accountant, as her replacement. To keep administrative costs down, Trustees and other volunteers have taken on a significant portion of the administrative work of the Trust. This improves our financial results but also significantly increases Trustees' workload. I would like to thank all my fellow Trustees, who contribute huge amounts of their time to ensuring the smooth and efficient running of the Trust.

We also have reviewed our financial reporting so this year we have presented our accounts in a new format to increase transparency and reflect best practice.

### **Our Volunteers**

The Trust relies on around 60 volunteers, who together tend and maintain the garden and undertake restoration work; run Open Days and catering for visitors; provide talks and tours of the Garden; and support our safe-keeping and use of our archive of historical information. We have started to monitor volunteer hours and from April to December 2016 we recorded 3,666 hours of volunteer time. Volunteers bring us their wealth of skills in public park maintenance, horticulture, catering, archiving and public speaking, to name a few. We have also benefitted from Community Outreach days provided by local companies – in particular Tesco, Glaxosmithkline and Stansted Airport.

During the year, the Gardens hosted a remembrance for Brian Creasey, who sadly passed away. Brian, with his wife Diana, started the restoration of the Gardens and founded the Trust. We have planted two Iford cherries in the Italian garden in his memory and it was very fitting that the Trust's longest serving volunteer of over 30 years' service, Liz McCabe, planted a Himalayan Birch tree in the Glade in Brian's memory.

### **Financial Review**

Net income this year was £10,034, which was slightly up on £ 8,558 last year. It is difficult to draw comparisons between this year and last year, because we have re-categorised income and expenditure, more clearly separating income and expenditure associated with fundraising from those associated with our charitable activities of maintaining the Gardens and making them open to the public. However, the increase in net income is largely due to increased fundraising activities in advance of the Trust's first major project. Income from charitable activities, from public Open Days, Group Tours and Talks was slightly higher than in previous years, allowing an increase in

expenditure on planting and maintenance, including significant expenditure renovating the walled kitchen garden. Administrative expenses were slightly higher due to costs associated with the recruitment of the new trust administrator and the subsequent handover of administration duties. The net income generated in the year has added further to the cash held at the bank, increasing the amounts available for future larger scale restoration projects.

## **THE GARDENS OF EASTON LODGE PRESERVATION TRUST REPORT OF THE TRUSTEES FOR THE YEAR ENDING 31 JANUARY 2017**

### **Reserves policy and going concern**

Reserves are needed to bridge the gap between the spending and receiving of income and to cover unplanned emergency repairs and other expenditure.

The Trustees consider the ideal level of reserves as at 31<sup>st</sup> January 2017 would be £15,000 to cover running costs in the event of a serious shortfall in income. The Trustees expect current levels of reserves to reduce significantly upon completion in 2017 of the project in hand to construct a treehouse to the style of the original Peto designed treehouse in the Lime Walk. The Trustees are committed to developing a conservation management plan to identify and prioritise potential subsequent restoration projects.

The Trust leases the Gardens from Land Securities. The lease allows the Trust to maintain the gardens and make them open to the public. It is renewed every three years and currently runs to 2019. Given the Trust's reserve and lease position, the Trustees are of the view that the Trust is a going concern.

### **Plans for future periods**

The Trust agreed a new Business Plan in February 2017. It aims to continue focusing on the short-term protection of the gardens and maintaining public access: maintaining and building community enjoyment of the Gardens by visitors and volunteers; protecting the fabric of the gardens, their structures, planting and biodiversity; maintaining and building the Gardens' education offer; and securing a strong and professional Trust as respected guardian of the Gardens. We will continue with ongoing work to improve the planting in the Italian Garden; restoration of the walled kitchen garden; and restoration of the recently discovered Peto rill in the Glade. The Trust aims to complete its Treehouse construction project in 2017 and to develop a first plan for piloting restoration of stonework in the Italian garden.

### **Reference and administrative details**

Charity number: 1101442  
Company number: 4638621  
Registered Office: C/O Beech House, Dunmow Road, Great Easton, Dunmow, Essex, CM6 2DL

### **Our advisers**

Bankers	Barclays Bank	14 High St, Great Dunmow, Dunmow CM6 1AA
Independent Examiner	Nicholas Wood	Ashwood House, Thaxted, CM6 2NE

## **THE GARDENS OF EASTON LODGE PRESERVATION TRUST REPORT OF THE TRUSTEES FOR THE YEAR ENDING 31 JANUARY 2017**

### **Directors and Trustees**

The Directors of the charitable company (the charity) are its Trustees for the purpose of charity law. The Trustees and officers serving during the year and since the year end were as follows:

### **Key management personnel The Gardens of Easton Lodge Preservation Trust: Trustees and Directors**

R DREVER - CHAIR

C DEAN

S GILBERT

J GOLDSMITH - TREASURER

R HAVIS

C MATTHEWS

R WHALLEY – RESIGNED 9<sup>th</sup> JUNE 2016

### **Structure, Governance and Management**

#### **Governing Document**

The Gardens of Easton Lodge Preservation Trust is a company limited by guarantee by its Memorandum and Articles of Association dated 1 December 2002, and was incorporated on 16 January 2003. It is registered as a charity with the Charity Commission.

#### **Appointment of Trustees**

Under the Articles of Association, there must be a minimum of three Trustees (Directors), who are elected to the post at the AGM or can be co-opted by the Trustees mid-year to fill a vacancy, subject to election at the next AGM. Trustees serve for a 3 year period before submitting for re-election.

#### **Risk Management**

The Trust has established two groups to oversee its operation and report back to the Trust for decisions on policy and key risks. The **Local Management Committee (LMC)** has responsibility for overseeing delegated plans and budgets for the day-to-day maintenance of the Gardens, in line with the Trust's Business Plan, Budget and Financial Procedures. In practice this means it oversees spending and progress on garden maintenance; open days, group visits and talks, including catering and merchandise; and progress on development projects. The LMC is chaired by a Trustee and has a minimum of two other Trustees as members. The **Governance Group (GG)** is responsible for reviewing aspects of the Governance of the Trust, to ensure it remains in line with best practice for charities and small companies. During the year the Group has established and run a new risk management process, recommending to the Trust new actions to address key risks, where necessary; and driven a new Business Planning process for the Trust. The GG is chaired by the Treasurer and has a minimum of two other Trustees as members.

## **THE GARDENS OF EASTON LODGE PRESERVATION TRUST REPORT OF THE TRUSTEES FOR THE YEAR ENDING 31 JANUARY 2017**

Over the course of the year the Trust has reviewed all its risks and associated mitigation strategies. The Trust can only continue to maintain and restore the Gardens for the period of its lease from Land Securities, which currently runs to 2019. The Trust reports closely to Land Securities on its work and aims to secure a smooth roll-over from one lease to the next. Other key risks are:

- Revenue from charitable activities, which funds the maintenance of the Gardens and can be affected by poor weather reducing visitor numbers. The Trust has maintained high levels of publicity for Open Days and continued to provide new activities for visitors. It has also reduced the risk somewhat, by increasing the number of pre-arranged group visits and providing talks to Community Groups about the Gardens.
- Large scale restoration projects could engage the Trust in new risks, as it enters into contracts with third parties. The Trust has set clear limits on the cost of its first major project, to construct a Treehouse; followed best practice in tendering to get a good price; and engaged as appropriate with experts on contract documentation and management.
- Trustees and volunteers play a huge role in the successful operation of the Trust and are sorely missed if they move on. The Trust ensures that its work is divided, where possible, into separate and distinct roles spread amongst its Trustees and volunteers, and works continuously to bring in new volunteers.

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

The charity Trustees are responsible for preparing a Trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity Trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company. In preparing the financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume the charity will continue in business.

**THE GARDENS OF EASTON LODGE PRESERVATION TRUST  
REPORT OF THE TRUSTEES FOR THE YEAR ENDING 31 JANUARY 2017**

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

In so far as the Trustees are aware at the time of approving their annual report:

- There is no relevant financial information of which the company's independent examiner is unaware, and
- The Trustees have taken all the steps that they ought to have taken to make themselves aware of any relevant financial information and to establish that the independent examiner is aware of that information.

**SMALL COMPANY EXEMPTIONS**

In preparing this report, the Trustees have taken advantage of the small companies' exemptions provided by section 415A of the Companies Act 2006.

This report was approved by the Board of Trustees on 30<sup>th</sup> May 2017 and signed on their behalf.

**RAS DREVER**

**CHAIR OF TRUSTEES**

**THE GARDENS OF EASTON LODGE PRESERVATION TRUST  
INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDING 31 JANUARY 2017**

**Independent Examiner's Report to the Members of the Gardens of Easton Lodge Preservation Trust for the Year Ended 31<sup>st</sup> January 2017.**

I report on the accounts of the Charitable Company for the year ended 31<sup>st</sup> January 2017 which are set out on pages 10 to 19.

**Respective responsibilities of the Trustees and the Examiner.**

The charity's Trustees are responsible for the preparation of the accounts.

The charity's Trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 and that an independent examination is required.

Having satisfied myself that the charity is not subject to an audit under company law and it is eligible for an independent examination, it is my responsibility to:

- examine the accounts under section 145 of the Charities Act;
- to follow the procedures laid down in the general directions given by the Charity Commission under section 145 (5) (b) of the Charities Act;
- and to state whether any particular matters have come to my attention.

**Basis of my Report.**

My examination was undertaken in accordance with the general directions given by the Charity Commission. Such examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented to me with those records. It also includes consideration of any unusual items or disclosures in the accounts and obtaining explanations from the Trustees concerning any such issues. These procedures do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts represent a 'true and fair' view. As a result my report is limited to those matters set out in the statement below.

**Independent Examiner's Statement.**

In connection with my examination, no matter has come to my attention:

a) which gives me reasonable cause to believe that any material respects the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met, or

b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Nicholas Wood M.Sc  
Independent Examiner

Ashwood House  
Thaxted CM6 2NE

29<sup>th</sup> May 2017

**THE GARDENS OF EASTON LODGE PRESERVATION TRUST**  
**STATEMENT OF FINANCIAL ACTIVITIES (including the income and expenditure account)**  
**FOR THE YEAR ENDED 31<sup>ST</sup> JANUARY 2017**

	Note	Unrestricted Income	Restricted Income	Total Funds 2016/17	Total Funds 2015/16
<b>INCOME</b>					
Income from generated funds	14	4,820		4,820	12,524
Donations	13	3,522	967	4,489	3,231
Grants		3,843		3,843	3,900
Investment Income		15		15	10
Income from charitable activities	12	24,713		24,713	14,499
<b>Total Income</b>		<b>36,913</b>	<b>967</b>	<b>37,880</b>	<b>34,164</b>
<b>EXPENDITURE</b>					
Cost of raising funds	11	2,003		2,003	
Charitable activities	9	16,710		16,710	25,606
Overheads	10	9,133		9,133	
<b>Total Expenditure</b>		<b>27,846</b>		<b>27,846</b>	<b>25,606</b>
<b>Net Income/(Expenditure) and net movement in funds for the year</b>		<b>9,067</b>	<b>967</b>	<b>10,034</b>	<b>8,558</b>
<b>Reconciliation of funds</b>					
<b>Total funds brought forward at 1<sup>st</sup> February 2016</b>		<b>49,697</b>		<b>49,697</b>	<b>41,139</b>
<b>Total funds carried forward as at 31<sup>st</sup> January 2017</b>		<b>58,764</b>	<b>967</b>	<b>59,731</b>	<b>49,697</b>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

**THE GARDENS OF EASTON LODGE PRESERVATION TRUST**  
**BALANCE SHEET**  
**FOR THE YEAR ENDED 31<sup>ST</sup> JANUARY 2017**

	Note	At 31 <sup>st</sup> January 2017		At 31 <sup>st</sup> January 2016	
		£	£	£	£
Fixed Tangible Assets	<b>8</b>		<b>2,917</b>		<b>5,042</b>
Current Assets					
Debtors	<b>18</b>	628		598	
Cash at bank and in hand		56,641		44,370	
Less Creditors & accrued income					
Amounts falling due within one year	<b>19</b>	455		313	
Net Current Assets			<b>56,814</b>		<b>44,655</b>
Total Net Assets			<b>59,731</b>		<b>49,697</b>
Financed by:					
Unrestricted Funds			<b>58,764</b>		<b>49,697</b>
Restricted Funds	<b>21</b>		<b>967</b>		-
			<b>59,731</b>		<b>49,697</b>

In approving these financial statements as charity Trustees, and Directors of the company, we hereby confirm the following:

For the year ending 31<sup>st</sup> January 2017 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

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

The Trustees/Directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts

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

The accounts were approved by the Board of Trustees on 30<sup>th</sup> May 2017.

**RAS DREVER**

**CHAIR OF TRUSTEES**

**THE GARDENS OF EASTON LODGE PRESERVATION TRUST**  
**STATEMENT OF CASHFLOWS**  
**FOR THE YEAR ENDED 31<sup>ST</sup> JANUARY 2017**

	Note	2016/17	2015/16
		£	£
<b>Cash used in operating activities</b>	<b>20</b>	<b>12,469</b>	<b>12,130</b>
<b>Cashflows from investing activities</b>			
Interest Income		15	10
Purchase of tangible fixed asset		(213)	
<b>Cash provided by (used in) investing activities</b>		<b>(198)</b>	<b>10</b>
<b>Cashflows from financing activities</b>			
<b>Cash used in financing activities</b>			
Increase/(decrease) in cash and cash equivalents in the year		12,271	12,140
Cash and cash equivalents at the beginning of the year		44,370	32,230
<b>Total cash and cash equivalents at the end of the year</b>		<b>56,641</b>	<b>44,370</b>

**THE GARDENS OF EASTON LODGE PRESERVATION TRUST  
NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31ST JANUARY 2016**

**1. ACCOUNTING POLICIES**

**1a. Basis of preparation**

The financial statements have been prepared in accordance with 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 (FRS102) (effective 1 January 2015)- (charities SORP (FRS102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Gardens of Easton Lodge Preservation Trust 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 note(s).

In preparing the accounts, the Trustees recognised that the accounts layout and disclosures needed improvement and have made amendments in this transitional year to apply fully the accounting policies required by FRS102 and the charities SORP FRS102. At the date of transition in applying these requirements no restatements of comparative items were required and so none has been made.

**1b. Preparation of the accounts on a going concern basis**

The Trustees are of the view that given the Trust's reserves position and the ongoing lease of the land, the charity is a going concern.

**1c. Incoming resources**

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be measured reliably.

Income tax recoverable in relation to donations received under gift aid is recognised at the time of the donation.

**1d. Donated services and facilities**

In accordance with the charities SORP (FRS102), volunteer time is not recognised. The Trustees' annual report provides more information about volunteers' vital contribution to the work of the Trust.

**1e. Interest Receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity: this is normally upon notification of the interest paid or payable by the bank.

**1e. Fund accounting**

The Restricted Funds are income funds given to the charity for specific purposes. There were no restricted funds in 2015/2016. There is £967 in restricted funds for 2016/17.

The Unrestricted Funds are available to spend on activities that further any purposes of the charity, the restricted funds are solely for the treehouse project.

**THE GARDENS OF EASTON LODGE PRESERVATION TRUST  
NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31ST JANUARY 2016**

**1f. Resources expended**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All resources expended are inclusive of VAT which is irrecoverable.

**1g. Tangible fixed assets**

Fixed assets are shown at historical cost less depreciation.

Depreciation is provided at an annual rate of 20% on fixtures and fittings in order to write off each asset over its estimated useful life by the straight- line method.

**1h. Debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered.

Prepayments are valued at the amount prepaid net of any trade discounts due.

**1i. Cash at bank and in hand**

Cash at bank and cash in hand comprises of cash and the charity bank current accounts.

**1j. Creditors and provisions**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

**1k. Transition to FRS 102**

The opening fund balances at the date of transition have been considered in accordance with FRS102. No restatement is required in making the transition to FRS102. The transition date was 1 February 2016.

**2. Legal Status of the Trust**

The Trust is a company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity .

**3. OPERATING SURPLUS 2016/17**

	<b>2016/17</b>	<b>2015/16</b>
	£	£
The surplus is stated after charging depreciation on fixed assets of	2,338	3,884

**4. STAFF COSTS**

The Trust had no employees during 2015/16 and 2016/17

**5. VOLUNTARY INCOME**

Donations include £312 Gift Aid income

**6. GOVERNANCE COSTS**

	<b>Total 2016/17</b>	<b>Total 2015/16</b>
	£	£
Independent Examination fee	-	-

The Independent Examiner made no charge to the Trust for examination of the 2016/17 and the 2015/16 accounts.

**THE GARDENS OF EASTON LODGE PRESERVATION TRUST  
NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31ST JANUARY 2017**

**7. MOVEMENT ON RESTRICTED FUNDS**

	<b>£</b>
Opening Balance at 1 <sup>st</sup> February 2016	0
Income	967
Expenditure	0
<b>Closing Balance at 31<sup>st</sup> January 2017</b>	<b>967</b>

**8. TANGIBLE FIXED ASSETS**

<b>At Cost</b>	<b>£</b>
At 1 <sup>st</sup> February 2016	21,949
Additions during 2016/17	213
Disposals	-
	<u><b>22,162</b></u>

**Depreciation**

At 1 <sup>st</sup> February 2016	16,907
For the year 2016/17	2,338
Disposals	-
At 31 <sup>st</sup> January 2017	<u><b>19,245</b></u>

**Net Book Value**

At 1 <sup>st</sup> February 2016	5,042
At 31 <sup>st</sup> January 2017	<u><b>2,917</b></u>

Represented by:

	<b>Original Cost</b>	<b>Accumulated Depreciation</b>	<b>Net Book Value At 31<sup>st</sup> January 2017</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Portable Toilet Units	4,386	3,651	735
Tea Pavilion	7,719	7,719	0
Archive Building	9,844	7,875	1,969
Treehouse	213	0	213

**THE GARDENS OF EASTON LODGE PRESERVATION TRUST**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31ST JANUARY 2017**

**9. EXPENDITURE ON CHARITABLE ACTIVITIES**

	<b>Total 2017</b>	<b>Total 2016</b>
	<b>£</b>	<b>£</b>
Administration		5,625
Insurance		1,022
Printing, postage & stationery		1,261
Professional fees		36
Training		70
Travelling expenses		42
Subscriptions		194
Depreciation		3,884
Open Day Event Expenses	441	1,750
Catering	2,356	2,250
Toilets – purchase & servicing	1,128	1,260
Entertainment & gifts		22
Gardening, plants, maintenance and repair (inc. building maintenance)		6,417
Garden expenses	5,257	
Whole garden equipment	906	
Garden grass and yew cutting	4,972	
Sales merchandise		1,248
Commission		41
Advertising and marketing	538	317
Banners and signs	1,112	
Archive Building		83
Tea Pavilion		77
Light & Heat		7
	<b>16,710</b>	<b>25,606</b>

**10. EXPENDITURE ON OVERHEADS**

	<b>Total 2017</b>	<b>Total 2016</b>
	<b>£</b>	<b>£</b>
Trust Administrative services	4,983	-
Trust/Volunteer costs	66	-
Training	120	-
Printing, postage & stationery	110	-
Computer and Website costs	202	-
Subscriptions	206	-
Annual return fee	13	-
Insurance	994	-
Tea and Archive building costs	101	-
Depreciation	2,338	-
	<b>9,133</b>	<b>-</b>

**THE GARDENS OF EASTON LODGE PRESERVATION TRUST  
NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31ST JANUARY 2017**

**11. EXPENDITURE ON FUND GENERATION**

	<b>Total 2017</b>	<b>Total 2016</b>
	<b>£</b>	<b>£</b>
Sales merchandise	1,523	-
Commission	30	-
Fundraising Event Expenses	450	-
	<b>2,003</b>	<b>-</b>

**12. INCOME FROM CHARITABLE ACTIVITIES**

	<b>Total restricted funds 2017</b>	<b>Total unrestricted funds 2017</b>	<b>Total 2016</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Admission charges	-	11,996	
Group visits	-	3,132	
Guided tours	-	241	
Season Tickets	-	727	
Catering	-	7,539	
Children's activities	-	362	
Talks	-	716	
<b>TOTAL INCOME FROM CHARITABLE ACTIVITIES</b>	<b>-</b>	<b>24,713</b>	<b>14,499</b>

**13. INCOME FROM DONATIONS**

	<b>Total restricted funds 2017</b>	<b>Total unrestricted funds 2017</b>	<b>Total 2017</b>	<b>Total 2016</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Donations	967	2,961	3,928	
Easy fundraising		249	249	
Gift aid recovery		312	312	
<b>TOTAL INCOME FROM DONATIONS</b>	<b>967</b>	<b>3,522</b>	<b>4,489</b>	<b>3,231</b>

**THE GARDENS OF EASTON LODGE PRESERVATION TRUST  
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**14. INCOME FROM FUND GENERATION**

	<b>Total restricted funds 2017 £</b>	<b>Total unrestricted funds 2017 £</b>	<b>Total 2016 £</b>
Merchandise		2,760	
Open day activities		212	
Stallholders		414	
Raffles		652	
Garden guides		452	
Courses		150	
Friends Membership		180	
<b>TOTAL INCOME FROM FUND GENERATION</b>		<b>4,820</b>	<b>12,524</b>

**15. NET INCOME/(EXPENDITURE) FOR THE YEAR**

	<b>2017 £</b>	<b>2016 £</b>
<b>This is stated after charging:</b>		
Depreciation	<b>2,338</b>	<b>3,884</b>

**16. TAXATION**

The charitable company is exempt from taxation under s505 Income and Corporation Taxes Act 1988.

**17. TRUSTEES' EXPENSES**

The Trustees neither received nor waived any emoluments during the year. Nor were Trustees' expenses paid for in the year (2016/2017)

**18. DEBTORS**

	<b>2017 £</b>	<b>2016 £</b>
Trade Debtors	0	0
Prepayments	628	598
	<b>628</b>	<b>598</b>

**19. CREDITORS: amount falling due within one year**

	<b>2017 £</b>	<b>2016 £</b>
Trade creditors	455	0
Accruals	0	313
	<b>455</b>	<b>313</b>

**THE GARDENS OF EASTON LODGE PRESERVATION TRUST  
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**20. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES**

	<b>2017</b>	<b>2016</b>
	<b>£</b>	<b>£</b>
Net movement in funds	10,034	8,558
Add back depreciation charge	2,338	3,884
Deduct interest shown in investing activities	(15)	(10)
Decrease/(increase) in debtors	(30)	(15)
Increase/(decrease) in creditors	142	(287)
	<b>12,469</b>	<b>12,130</b>

**21. Analysis of group net assets between funds**

	<b>Unrestricted fund</b>	<b>Restricted fund</b>	<b>Total Fund 2017</b>	<b>Total Fund 2016</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Tangible fixed assets	2,704	213	<b>2,917</b>	<b>5,042</b>
Cash at bank and in hand	55,887	754	<b>56,641</b>	<b>44,370</b>
Other net current assets/(liabilities)	173		<b>173</b>	<b>285</b>
Creditors of more than one year	-	-	-	-
<b>Total</b>	<b>58,764</b>	<b>967</b>	<b>59,731</b>	<b>49,697</b>