

Plant Heritage

(Registered as National Council for the Conservation of Plants and Gardens)

Report of the Trustees and Financial Statements

For the Year ended 31 October 2010

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

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CHAIRMAN'S REPORT

Plant Heritage is the world's leading garden plant conservation charity. Its objectives are the conservation of rare cultivated plants; research into their value for mankind; and the education of the general public.

The main focus of Plant Heritage's conservation work is the National Plant Collections scheme which is the vehicle whereby plants are maintained, researched and recorded in cultivation. Beyond this, the Threatened Plants Project extends Plant Heritage's conservation reach by conducting research into which plants are both endangered and worthy of conservation in order to direct new collection activities towards those genera most in need of protection. Plant Heritage's public education mandate is carried out through a range of events, publications, workshops and other activities.

Like all charities, Plant Heritage has had to manage its affairs through difficult economic times and has been lucky to have had substantial financial reserves upon which to draw. The recession has undoubtedly had an adverse impact on the scope of our activities, which depend to a large extent for funding on the generosity of our members and sponsors and the immense commitment of the 450 Collection Holders, who receive no financial support for their plant conservation activities.

It is therefore very pleasing to be able to announce that after running a deficit for several years since the recession hit, Plant Heritage was able to record a financial surplus in 2009/10. This has been achieved through a combination of cutting back all non-essential expenditure and successful fund-raising. However, membership – a primary source of income – continues to decline and further cost cutting is not feasible without impacting on our core charitable activities. So while the charity can continue for some years to come, backed by our reserves, it is essential that the membership loss is reversed or other reliable sources of income are found if Plant Heritage is to build on and expand its conservation efforts.

As we view the year ahead, the priorities are to continue to extend and improve the National Plant Collections scheme; to take the Threatened Plants Project on into the next phase of research and to increase public knowledge of the value of Plant Heritage's work. We will achieve these objectives with a number of ongoing initiatives.

So for example, we announced a five year review of all the Collections in 2010, to ensure that by the end of the review period in 2015 they all meet the highest standards of documentation, management and accessibility of plant material. Training workshops for Threatened Plant Project volunteers are being run throughout the UK, taking the Project directly to our members. The major flower shows of the UK – one of the glories of the British summer – will continue to be our most visible platforms for promoting our message and engaging with new members and supporters. We are extending our relationships with other organisations that share our conservation objectives and recently announced a new initiative – a prize for horticultural college students – that will help to build awareness amongst a younger audience heading for professional roles in plant growing.

None of this is possible without our staff; our members and Collection Holders who give so much of their time to Plant Heritage; and our generous donors and sponsors. To all of them I say a heartfelt thank you for your contributions to conserving the skilled work of generations of gardeners, for the benefit of all of us today and our children and grandchildren.

Professor Michael D Alder DL

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TRUSTEES REPORT

for the year ended 31 October 2010

The Board, who are the Trustees of Plant Heritage ("the Charity"), present their annual report for the year ended 31 October 2010, prepared in accordance with the small company regime s419(3) Companies Act 2006, *the Companies Act 1985* and the Statement of Recommended Practice "Accounting and Reporting by Charities", issued March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

'Plant Heritage' was adopted in January 2009 as the working name of the National Council for the Conservation of Plants and Gardens.

Plant Heritage is a registered charity in England and Wales (1004009) and in September 2010 it also became a charity registered in Scotland (SC41785). It is a company limited by guarantee (No: 2222953). Its registered office is as shown on page 23.

The Trustees, Patron, President, Vice-Presidents and the external advisers of the Charity are set out on page 23.

OBJECTIVES AND ACTIVITIES

Plant Heritage's charitable purpose

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

The core conservation activity is the National Plant Collections® Scheme which enables us to coordinate collections of plants, ranging from cultivated and species, to historical, heritage and scientific.

PUBLIC BENEFITS

The trustees have referred to the Charity Commission guidance on public benefit in setting the aims and objectives of the charity and its future plans.

Through its mission and the work of the National Plant Collection Holders, the Charity conserves the garden plant heritage of the British Isles which ensures the on-going availability of cultivated plant variety. Among other benefits, this enables everyone to continue to have access to and enjoy a wide range of garden plants, protects endangered species and provides DNA material for medical research purposes.

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ACHIEVEMENTS AND PERFORMANCE

New Projects

Threatened Plants Project

In 2009 the Threatened Plants Project was established to discover which garden plants are rare or in danger of extinction. The project seeks to identify those plants most in need of conservation and most worthy of it. Once identified, the plants will become part of a recovery programme, enabling the charity to focus more tightly its scarce resources. The data will also be shared with other interested organisations. The project has three phases – desktop research, expert evaluation and 'in-garden' active conservation.

In December 2010, the Esmee Fairbairn Trust gave substantial three year funding totally £75,000, along with one year one-off funds from Topinambour Trust, Martin Wills, Stanley Smith and Finnis Scott Foundation, to support the project.

Despite a shaky start due to the resignation of the first Project Co-ordinator four months into post, by the end of the first year (October 2010), three workshops had been held to train volunteers in the initial assessment phase, resulting in 119 genera investigated and taken through the assessment process. Of these, 5 genera had been fully assessed against all sources of plant availability information and one genus had started the second phase of expert evaluation in terms of worthiness.

2015 Collection Review

Plant Heritage has been awarding National Plant Collection status for almost 30 years, during which time the criteria, method and rigour of the assessment process have varied. In order to address this inconsistency in standards across the collections, especially in terms of collection scope, the Plant Conservation Committee has established the 2015 Collection Review whereby all collections will be reassessed against current standards. During the intervening period, appropriate training and assistance will be given to ensure that collections are able to meet the requirements.

Ongoing work

Conservation Activities

The National Plant Collections number 648 as of the 31st October 2010. The number has remained largely static over the past few years with withdrawals from the scheme being balanced by new applications. In parallel with the Collection Review, more effective succession planning is in hand to ensure the continuity of established collections when the Collection Holders no longer wish to continue looking after the collection.

David Goodchild continues to provide support on the Demeter plant recording software to Collection Holders.

The Brickell Award for excellence in cultivated plant conservation was awarded to Brian Fearn, Lithops.

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Publications

The National Plant Collections Directory 2010 was distributed to members in March and is sold to non-members throughout the year. In addition, Plant Heritage members received two editions of the Plant Heritage Journal and four editions of Newslines, the email newsletter as well as newsletters from their Area Groups.

Website

During 2008-9 it had become increasingly apparent that the National Collections database needed upgrading and that this would be most effectively achieved by integrating a replacement database with a new and more reliable website utilising the next generation of website software.

Thus in February 2010 the redesigned website was launched with important additional features such as an online shop, which the old website could not have supported. Visitors can now join Plant Heritage or buy publications and merchandise online and the Membership staff have seen a very significant increase in book orders from overseas buyers.

Promotional activities

The Garden Media Writers' Guild holds a press event every year in London that is an important showcase for gardening-related products, charities and service providers. Plant Heritage has had a stand at this event for several years and we have found it to be a cost-effective way of raising Plant Heritage's profile with the media and potential sponsors.

Press coverage

Plant Heritage gained significant coverage in the media during 2010; the gardening and horticultural press, most notably The Garden and Gardening Which carried a large number of articles about collections. National and local media, including the Daily Telegraph, Times, Mail, Sunday Telegraph and Scotsman also wrote on collections and Plant Heritage appears increasingly in the editorial of gardening websites and blogs.

Education Activities

Education continues to extend throughout the range of activities undertaken by Plant Heritage. In 2009-2010, these included regular talks and workshops organized by the local groups, National Plant Collection holders delivering talks in the Plant Heritage Marquee at the Hampton Court Flower Show and Continuous Professional Development for National Plant Collection holders and members.

The Education Committee prepared and made available to all groups a generic lecture to support the speakers list produced in 2009. Plant Conservation Day in May was celebrated on the website with the theme "Unsung Heroes of Biodiversity" which focused on the achievements of the Brickell Award winners to date.

Shows

All the major Flower Shows were supported by Plant Heritage exhibits, the majority being organised by area group volunteers. We continue to inform the public of our work primarily through these exhibits and thank the volunteers for their hard work in organising these events. Exhibits were at the following major Flower Shows:

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- Gardeners World Live at NEC Birmingham, organised by members of the Shropshire Group with volunteers coordinated from the Midlands Regional Groups (West Midlands, Warwickshire, Shropshire and Leicestershire).
- Tatton Park Flower Show, organised by members of the Cheshire Group
- Shrewsbury Flower Show, organised by members of the Shropshire Group
- Malvern Show, organised by members of the Worcestershire Group.

Hampton Court Palace Flower Show

Plant Heritage thanks the Royal Horticultural Society for their continued support and New Covent Garden Food Company for their sponsorship of the Plant Heritage Marquee at Hampton Court Palace Flower in 2010 and in the forthcoming year. Plant Heritage has had a marquee every year at Hampton Court since 1992 and in 2010 achieved its highest medal count ever with six Gold medals and six Silver-Gilts. "Best in the Marquee" was awarded to Dr McIlmurray for his atmospheric display of *Maxillaria* orchids.

The Central Feature was Matthew Biggs's Vanishing Garden, a theme taken from Christopher Brickell's book of the same name which highlighted the threat of cultivar extinction in 1986.

The Seed Shop (supported by Vital Earth) completed another successful year with visitors returning to the Marquee specifically to acquire seeds. A feature new to the Marquee was a Demonstration area giving visitors the opportunity to see Collection Holders' expertise in propagation techniques, grafting and other skills.

FUNDRAISING ACTIVITIES

Donations and Sponsorships

Plant Heritage is indebted to its many supporters, sponsors and advertisers – we thank them all for their generous support of the scheme.

Brother UK Ltd
Hatts Quality Travel

NFU Mutual
Vital Earth

Johnsons Seeds
Squires Garden Centres

Plant Heritage gratefully acknowledges grants from the following Trusts and Foundations, many of the following Trusts support projects such as The Threatened Plants Project, Collection Holder Workshops, JSTOR online research portal and Directory publication.

Calmcott Trust
Charlotte Bonham-Carter Charitable Trust
Eranda Foundation
Esmée Fairbairn Foundation
Finnis Scott Foundation
Goulburn Trust
Hawthorne Charitable Trust
Heritage Bursary Scheme
The Margery Fish Charity

RHS Bursary
Stanley Smith Horticultural (UK) Trust
Sir Jeremiah Colman Gift Trust
Tanner Trust
Topinambour Trust
Viscountess Boyd Charitable Trust

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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 donations onto the core work of the charity. Plant Heritage is also grateful to its affiliated Groups Guernsey and Manx, and the Wiltshire Gardens Trust who provide financial support.

Membership

Targets set for 2010 were 4600 members, 58% of members paying by Direct Debit and 70% of members having signed a Gift Aid declaration. Direct Debit and Gift Aid targets were achieved. Membership ended the year at 4022.

Membership at 31 October 2010, broken down by category

Type of Membership	2010	%	2009	%
Individual	2818	70	2981	70.4%
Joint (both members)	924	23	974	23.0%
Corporate	60	1	66	1.6%
Club	54	1	59	1.4%
Overseas	27	1	24	0.6%
Student	8	1	7	0.2%
Honorary	33	1	32	0.7%
Devon Life*	88	2	91	2.1%
Reciprocal	1	0	1	0.0%
Life Individual (new)	3	0		
Life Joint (new)	6	0		
	4022	100	4235	100

*membership category no longer available.

Total membership continues to decline with 470 members leaving during the year. Although this is significantly lower than previous years in both number and percentage terms, it still demonstrates how hard it is to retain members. Membership recruitment was also down at 250 new members vs. 345 in the previous year.

Life membership was introduced this year and 9 members have chosen this option. We held a very successful day at Loseley Park in June 2011 for our Friends (members who give regular, additional donations) and Life Members, when they enjoyed a guided tour of the house and gardens with an opportunity to meet each other over lunch in our office. We appreciate the additional support from all our Friends.

The Trustees would like to thank all the members who signed a Gift Aid declaration. Successful claims were made during the year totalling just over £19,000.

FUTURE PLANS

Throughout 2010 we worked to improve people's awareness of the work of Plant Heritage and the National Collections and we aim to carry on in 2011, refined as a result of Board and Staff strategy days.

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Conservation

In the second year of the Threatened Plants Project, the target is

15 genera fully assessed and in second stage of evaluating their threatened list
5 genera with established conservation plans

We intend to engage with more volunteers to assist in the project.

A training programme will also be put in place to ensure that coordinators and collections holders are prepared for the National Collection Review 2015.

Membership

Targets for 2010/11

1. To increase payment by Direct Debit to 60% of members, currently 58%.
2. To maintain Gift Aid at 70% of members.
3. To have a membership of 4250 by October 31st 2011, a return to membership levels of October 2009. Each group has been given a specific target related to the size of the group.

During 2010/11 we are targeting potential new members by producing a Special Offer leaflet which will be for distribution at major shows/plant fairs as well as being available to local Plant Heritage groups for their recruitment drives.

Education

The Committee will look to further advance its activities, including improving connections with educational bodies and investigating opportunities to enhance the coverage of plant conservation in higher and further education.

Finance/Fundraising

The Trustees are of the view that the expenditure of the charity is appropriate to meet its charitable objectives. It is understood that in the current economic climate income generation is difficult and the NCCPG does well in raising funds to meet its necessary expenditure. The charity will do its best to maintain the surplus achieved this year. The overall aim will be to reinvest in growth to further the charitable objectives of Plant Heritage.

FINANCIAL REVIEW

It is encouraging to report that by virtue of continuing tight controls on costs, successful fund raising and an unexpected legacy, the financial position of Plant Heritage improved markedly in 2010 and we were able to increase our direct expenditure on charitable objectives significantly.

The charity increased its consolidated revenue by 10% to £454,917 and as a result, the deficit experienced in 2009 was reversed and net income achieved was £36,870.

Incoming resources

Income is categorized under five headings: Memberships, Meetings and Events, Donations, Interest Receivable and Other. Membership subscriptions and revenue generated from the activities and events organized by the Groups and National Office have in the past been the main

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sources of income; however, donations towards the Threatened Plant Project within restricted donations have significantly increased the total funding derived from donations in 2010 and demonstrate the importance of flagship projects to successful fund raising.

Membership revenue fell in 2010 by 8% to £116,066 reflecting the erosion of the membership base. More positively, revenue from meetings and events, organized by local volunteers within the Area Groups increased 7% to £178,354.

Donations saw a 72% increase to £129,817 which, within unrestricted, saw an increase in monies given in memoriam and included a legacy of £15,931 from the estate of Mrs P Rakusen. Restricted Donations included £12,750 income deferred from the previous year.

With the bank rate at record lows, interest receivable on consolidated bank deposits has been minimal and other income, which includes sales of publications and advertising in Plant Heritage Journal and the Directory, felt the impact of the recession, declining 23% to £29,585.

Resources expended

Plant Heritage spent £418,047 on charitable activities, fund raising and governance in 2010. It increased expenditure on Charitable Objectives by 14% to £336,636. The cuts in Governance costs (£10,482) were a result of the reapportioning of central costs, in line with Charity Commission guidance.

The largest component of charitable expenditure (Note 3: £171,819) relates to educational events organized by the Area Groups or National Office – exhibits at flower shows, lectures, workshops and visits. Conservation activities – primarily the management of the Collections scheme and the Threatened Plants Project – are the next most significant items at approximately one-third of expenditure, and the costs of fund-raising, publications and governance makes up the remainder. Note 3 has been revised in light of Independent Examiner comments.

Conclusion

With the return to a positive net income position in 2010, the Charity's balance sheet has been strengthened by £36,870 and total funds are now £506,882, divided roughly 60:40 between funds held by National Office and those controlled by the Area Groups. While the decline in membership is a challenge that must be addressed if Plant Heritage is to have a sustainable future, these reserves allow us to continue pursuing our charitable objectives for several years whilst a means is found to put the funding of the Charity on a secure long term basis.

Reserves policy

The charity's reserves are indicated in note 8, for use by National Office. The charity aims to maintain funds at National Office at a minimum level of £100,000 (last year's rate £105,436) equating to approximately six months of National Office expenditure. The Board believe this to be a prudent level.

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Pensions

Plant Heritage offers a stakeholder pension scheme to its staff.

GOVERNANCE AND MANAGEMENT

Plant Heritage is governed by its Memorandum and Articles of Association, adopted on 2 February 1988, amended in April 2004. In April 2010 Plant Heritage held an Extraordinary General Meeting of the Council primarily to make the necessary changes to satisfy the Office of Scottish Charity Regulator's requirement for Scottish charitable status. The constitution was also revised to refresh objective 4 in line with current legal requirements which had significantly changed from when the charity was established in the 1980s.

Directors and Trustees

The Council, whose role is to review and consider the activities of Plant Heritage consists of one representative from each of its Nominating Bodies, one representative from each of its Area Group Committees and up to eight people who are Council appointed representatives. It meets three times a year. A full list of Council members is on page 23.

The Council appoints, from its membership, a Board of Trustees who are responsible for the overall governance of the Charity. The Trustees are also the Directors of the Limited Company.

The Board comprises up to 12 Trustees. Trustees are elected for an initial three year term with the possibility of a second three year term if re-elected. After two consecutive three year terms Trustees normally retire from the Board. The names of Trustees at the date at which the accounts were approved are on page 23. In 2010, no new Trustees were elected to Board.

Induction and training of Trustees

Induction for new Trustees consists of

- Comprehensive written briefing about Trustees' responsibilities, the work of the Board and the charity's strategy, policies and constitution
- Mentoring of new Trustees by existing Trustees through a "buddy" system.

Training is also provided during the year for Trustees as required on topics relevant to the Board's current work. New Trustees are encouraged to join sub-committees depending on their interests and skills, and are provided with the relevant background information.

The Board works closely with the Executive Officer and Plant Conservation Officer to ensure the charity is managed effectively. The Board meets four times a year, with one meeting a year focused on strategic development. Its responsibility is to manage the business of the Charity although more detailed issues are delegated to the sub-committees – Plant Conservation, Shows, Publications and Education Committees. Those Chairmen of these sub-committees who are not Trustees also attend the Board to report directly to the Trustees but have no voting rights.

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Directors' emoluments/Interests of Trustees

The Trustees did not receive any remuneration during the period, except for Dr P Huff who, in the role of Plant Heritage Journal Editor, received £800 honorarium as agreed with the Charity Commission under their de minimis policy on 16 May 2007.

Travelling and subsistence expenses incurred by 5 (2009: 5) Trustees on Charity business amounted to £2,293 (2009: £2,162) during the year.

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 1985. 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.

Risk Management

The Trustees complete a risk management review to update the risk register. These include the risks regarding income targets, insufficient internal collaboration and our reputation.

The register is reviewed on an annual basis by the Board of Trustees.

Related Parties

The Charity has two affiliated groups that share the same objectives as the NCCPG. A summary of transactions with the Manx Group and Guernsey NCCPG is set out in note 11 to the financial statements.

The Charity also sources volunteer Co-ordinators who monitor the National Collection scheme in their areas from the Wiltshire Gardens Trust and the Irish Garden Plants Society.

OPERATIONS

Employees

Plant Heritage aims to be a charity where staff members feel part of a team, working together for a shared purpose. An all-staff meeting is held each month which provides an opportunity to update

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on activities and share best practice and a staff away day to facilitate communication and improve working practices is held once a year.

Plant Heritage supports equal opportunities, and has a policy of recruitment on the basis of aptitude and ability without discrimination. The National Office is accessible to all.

Volunteers

Plant Heritage is indebted to the many volunteers who work tirelessly for the charity:

Four hundred and fifty Collection Holders collect and cultivate their plants as well as researching and recording a wealth of information about the plants that are at the core of the organisation's mission.

Fifty local National Collections Co-ordinators monitor and support the Collections in their area.

Thirty-five Area Groups support their local Collection Holders, manage the Plant Exchange scheme and provide local activities to members, as well as promoting, raising funds and recruiting new members for Plant Heritage.

The Plant Conservation Committee, responsible for awarding National Plant Collection® status and for the formulation and implementation of conservation strategy. The Committee meets four times a year and consists of independent advisers and area group volunteers as detailed on page 24.

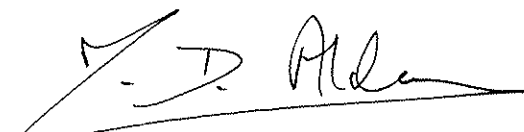
There are many others who voluntarily support the administration of the charity. The Board is grateful for the tremendous contribution of all its supporters.

In March 2010, Alan Titchmarsh became the charity's new President, replacing the late Robin Compton, and Jamie Compton (Robin's second son) became a Vice President.


Annual General Meeting 2011

All members of Plant Heritage have the opportunity to question the Charity's trustees in the Open Forum section of the 2011 Annual General Meeting which will be held at Chatsworth Hotel, Worthing, 11am on the 28th May 2011. For further information contact the Executive Officer.

Approved by the Board of Trustees on 9th March 2011 and signed on their behalf by:


PROF M D ALDER
Trustee and Chairman

Trustee


THE RT HON THE LORD LLOYD KENYON

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INDEPENDENT EXAMINERS REPORT

Independent examiner's report to the Trustees of Plant Heritage

I report on the accounts of the company for the year ended 31st October 2010, which are set out on pages 15 to 22.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts and in accordance with the terms of the Charities and Trustee Investment (Scotland) 2005 Act and Charity Accounting (Scotland) Regulations 2006. The charity's trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the 1993 Act) and Regulation 10 (1)d of the Accounting Regulations and that an independent examination is needed. (The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Chartered Association of Certified Accountants.)

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

- examine the accounts under section 43 of the 1993 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 43(7)(b) of the 1993 Act; and
- to state whether particular matters have come to my attention.

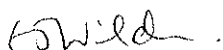
Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission and in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, no opinion is given as to whether the accounts present a 'true and fair view' and the 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:

- which gives me reasonable cause to believe that, in any material respect, the requirements
 - (a) to keep accounting records in accordance with section 386 of the Companies Act 2006 and s44(1) of the 2005 Act and Regulation 4 of the 2006 Accounting Regulations; and
 - (b) to prepare accounts which accord with the accounting records, comply with the accounting requirements of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities (revised 2005) have not been met and comply with Regulation 9 of the 2006 Accounting Regulations; or
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



FJ Wilde FCCA MBA DChA
Warner Wilde
Chartered Association of Certified Accountants
4 Marigold Drive, Bisley, Surrey, GU24 9SF

Date: 17 MARCH 2011

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Statement of Financial Activities

(incorporating an income and expenditure account)

for the year ended 31 October 2010

	Notes	Unrestricted	Restricted	2010	2009
		£	£	£	£
Incoming resources					
Incoming resources from generated funds					
Memberships		116,066	-	116,066	126,071
Meetings and events		178,354	-	178,354	166,505
Donations		54,266	75,551	129,817	75,307
Interest receivable		1,095	-	1,095	6,261
Other incoming resources	2	29,585	-	29,585	38,620
Total incoming resources		379,366	75,551	454,917	412,764
Resources expended					
Cost of generating funds		67,429	3,500	70,929	90,185
Direct expenditure on charitable objectives		274,083	62,553	336,636	294,860
Governance		10,482	-	10,482	37,742
Total resources expended	3	351,994	66,053	418,047	422,787
Net income for the year		27,372	9,498	36,870	(10,023)
Balances brought forward at 1 November 2009		433,410	36,604	470,014	480,037
Balances carried forward at	8	460,782	46,102	506,884	470,014
31st October 2010					

The Statement of Financial Activities also complies with the requirements for an income and expenditure account under Companies Act 2006.

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Balance Sheet as at 31 October 2010

	Notes	Unrestricted £	Restricted £	2010 £	2009 £
Fixed assets					
Tangible fixed assets	5	12,167	-	12,167	10,881
		12,167	0	12,167	10,881
Current assets					
Debtors and prepayments	6	8,124	-	8,124	13,442
Bank and cash National office		260,860	46,102	306,962	276,760
Bank and cash Area groups		199,580	-	199,580	199,741
Total current assets		468,564	46,102	514,666	489,943
Creditors:					
amounts falling due within one year	7	(14,818)	-	(14,818)	(30,810)
amounts falling due after one year	7	(5,133)	-	(5,133)	
Net current assets		448,613	46,102	494,715	459,133
Net assets		460,780	46,102	506,882	470,014
Funds					
Restricted funds	8	-	46,102	46,102	36,604
General funds	8	261,200	-	261,200	233,669
Area Groups	8	199,580	-	199,580	199,741
Total funds		460,780	46,102	506,882	470,014

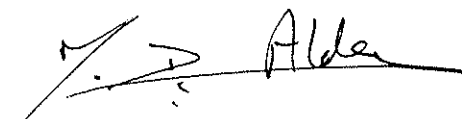
The company is entitled to exemption from the audit requirements contained in section 477 Companies Act 2006, for the year ended 31 October 2010. No member of the company has deposited a notice pursuant to section 476, requiring an audit of these accounts.


The Trustees are responsible for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of the affairs of the company as at the end of its financial year and of its incoming resources and application of resources, including its incoming and expenditure for the 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 those accounts so far as are applicable to the company.

The financial statements on pages 15 to 22 were approved by the Board on 9 March 2011 and signed on its behalf by:

Trustee and Chairman

Trustee


PROF M D ALDER


THE RT HON THE LORD LLOYD KENYON

Company No: 2222953

PLANT HERITAGE

(Registered as National Council for the Conservation of Plants & Gardens)

NOTES TO THE FINANCIAL STATEMENTS

1. Accounting Policies

The principal accounting policies are as follows:

(a) Basis of accounting

The financial statements have been prepared under the historical cost convention. They accord with applicable accounting and financial reporting standards, and with the Statement of Recommended Practice ('SORP') 2005. In relation to Financial Reporting Standard Number 1, exemption has been taken from producing a cash flow statement on the grounds that the company qualifies as a small company.

(b) Fund accounting

General funds comprise the accumulated net surplus of unrestricted income over expenditure. They are available for use by the Charity in furtherance of its general objectives. Restricted funds are funds subject to specific restrictive conditions imposed by donors. Interest income is allocated to the various funds. The purpose and use of the designated and restricted funds are set out in the notes to the financial statements.

(c) Incoming resources

Income is accounted for on a receivable basis, except donations that are credited in the year in which they are received. Legacies receivable over £20,000 are subsequently credited to a designated fund to be transferred to the general fund over five years, commencing from the year of notification. Grant income is recognised in the year it receives the income, except for where the grantor specifies that it relates to future accounting periods, in which case the relevant proportion is deferred.

(d) Resources expended

The expenditure is classified under categories that reflect the use of the resource. Central costs are apportioned between costs of generating funds and direct charitable expenditure on the basis of the specific activities of members of staff. Liabilities are recognised once a legal or constructive obligation exists. Irrecoverable VAT is allocated to the same expenditure heading as the cost to which it relates.

(e) Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost and depreciated by equal annual instalments over the expected useful lives of the assets, which are as follows:

Computers	- 3 years	Office equipment	- 5 years
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Depreciation is charged for a full year in the year of acquisition but is not charged in the year of disposal. Asset purchases of less than £1000 are written off to expenses in the year of acquisition.

(f) Accumulated funds

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 accounts.

(g) Life Membership

Subscriptions of life membership are included in the balance sheet as deferred income and released to the Statement of Financial Activities over 15 years.

PLANT HERITAGE

(Registered as National Council for the Conservation of Plants & Gardens)

Notes to the Financial Statements

2. Other incoming resources	2010	2009
Advertising, publications and other	£	£
	29,585	38,620
Less: Costs (Events)	(5,409)	(11,091)
Net	24,176	27,529

3. Total resources expended

Area Groups	£	Staff Costs	Depreciation	Direct Costs	Support Costs	2010		2009	
						£	£	£	£
Costs of generating funds									
Fundraising and Membership	-	41,616	-	18,567	10,746		70,929		90,185
Direct charitable expenditure									
National Collections	9,870	50,277	6,674	7,224	21,331		95,376		-
Threatened Plants Project	-	28,179	-	12,178	-		40,357		-
Demeter Project	-	-	2,115	15	-		2,130		-
Educational Events	161,149	5,261	-	5,409	-		171,819		-
Publications	-	-	-	26,954	-		26,954		-
	171,019	83,717	8,789	51,780	21,331		336,636		294,860
Governance costs									
	301	-	-	10,182	-		10,483		37,742
Total	171,320	125,333	8,789	80,529	32,077		418,048		422,787

Payment for Independent Examiners include £2500 (national) and £215 (groups). Both of these are found in Governance costs.

Threatened Plants Project staff costs contains allocation from other staff members who support the project.

PLANT HERITAGE

(Registered as National Council for the Conservation of Plants & Gardens)

Notes to the Financial Statements

4. Staff Costs and Numbers

	Unrestricted £	Restricted £	2010 £	2009 £
Staff costs during the year :				
Salaries	102,598	13,071	115,669	108,075
Other	423	763	1,186	6,454
Social security costs	2,132	1,064	3,196	9,222
Pension	5,283	-	5,283	-
Total	110,436	14,898	125,334	123,751

104.6% SMP reclaim for one employee reduced 2010 social security costs.

The Charity set up and contributed to a defined contribution stakeholder scheme, available to all employees.

	2010 Number	2009 Number
The average number of staff during the year analysed by function was:		
National Collections	3.3	2.0
Fundraising and development	2.3	2.5
Governance	0.0	0.4
Total	5.6	4.9

No employee earned total emoluments of more than £60,000 per annum.

The Trustees neither receive or waive any remuneration. Five trustees were reimbursed for expenses.

5. Tangible Fixed Assets

	Computer hardware/software £	Demeter £	Office equipment £	Total £
Cost at 1 November 2009	15,460	203,610	7,411	226,481
Additions	7,960	2,115	-	10,075
Disposals	(1,691)	(3,525)	-	(5,216)
Cost at 31 October 2010	21,729	202,200	7,411	231,340
Depreciation at 1 November 2009	8,790	200,787	6,023	215,600
Charge for the year	5,980	2,115	694	8,789
Disposals	(1,691)	(3,525)	-	(5,216)
Depreciation at 31 October 2010	13,079	199,377	6,717	219,173
Net book value				
At 31 October 2010	8,650	2,823	694	12,167
At 31 October 2009	6,668	2,824	1,389	10,881

Fixed assets assigned to the Demeter Project were funded by restricted funds.

Fixed assets held by Area Groups are written off when purchased.

NCCPG Somerset is registered as a separate charity no.1059504.

PLANT HERITAGE

(Registered as National Council for the Conservation of Plants & Gardens)

Notes to the Financial Statements

6. Debtors and Prepayments	Unrestricted	Restricted	2010	2009
	£	£	£	£
Trade debtors	4,108	-	4,108	5,002
Prepayments	699	-	699	632
Other debtors	3,318	-	3,318	7,808
Total	8,125	-	8,125	13,442

Other Debtors includes Cash in transit from Groups to National Office.

7. Creditors:	Unrestricted	Restricted	2010	2009
	£	£	£	£
<i>Amounts falling due within one year</i>				
Trade creditors	1,260	-	1,260	2,575
Social Security Taxes	2,795	-	2,795	2,715
Pension	-	-	-	952
Deferred Income (Threatened Plant Proj.)	-	-	-	12,750
Accruals	10,763	-	10,763	11,818
	14,818	-	14,818	30,810
<i>Amounts falling due after one year</i>				
Deferred Income (Life Membership)	5,133	-	5,133	-
	5,133	-	5,133	-
Total	19,951	-	19,951	30,810

PLANT HERITAGE

(Registered as National Council for the Conservation of Plants & Gardens)

Notes to the Financial Statements

8. Funds	Opening balance	Incoming	Outgoing	Interfund transfers	Closing balance
	£	£	£	£	£
Restricted funds					
Directory	-	5,500	(5,500)	-	-
Threatened Plant Project	12,560	59,001	(40,356)	-	31,205
National Collection Holder training	-	4,350	(733)	-	3,617
National Collection Holder Bursary	-	1,600	(1,600)	-	-
National Collection Holder Research	-	850	(850)	-	-
Publications	1,000	-	-	-	1,000
Staff Development	-	750	(750)	-	-
Membership Development	-	3,500	(3,500)	-	-
Research and Development	23,044	-	(12,764)	-	10,280
Total Restricted funds	36,604	75,551	(66,053)	-	46,102
Unrestricted funds					
General fund - Area Groups	199,742	211,670	(211,832)	-	199,580
- National Office	233,667	208,207	(180,674)	-	261,200
Total Unrestricted funds	433,409	419,877	(392,506)	-	460,780
Eliminate Group transactions	-	(40,512)	40,512	-	-
Total funds	470,013	454,916	(418,047)	-	506,882

Restricted funds

Brother UK Ltd and Charlotte Bonham Carter Trust supported the 2010 Directory.

£12,560 was brought forward to 09-10, to fund the Threatened Plants Project. The project received additional funds totaling £46,251 from Esmee Fairbairn Trust, Stanley Smith, Martin Wills, English Heritage Bursary scheme and Topinambour Trust (including deferred income of £12,750 from Finnis Scott Foundation). £40,356 was spent during the year and £31,205 carried forward to fund the second year of the project.

Topinambour Trust, Brother and NFU Mutual provided further funding for Collection Holder workshops. Brother also funded a Bursary scheme for Collection Holders. The Tanner Trust provided £850 for collection holder research via JStore and £1150 for Collection Holder training.

£1K for a future booklet was carried forward.

RHS Coke Trust Bursary funded staff attendance at the 4th Global Botanic Gardens Congress, Dublin - £750.

Johnstons Seeds provided £1,500 for a membership leaflet highlighting missing plants; NFU Mutual £2,000 for membership developments.

The opening balance of Research and Development restricted funds was made up of funds received 2004-05: £3,247 from the Garfield Weston Foundation, £15,000 from the Dulverton Trust for education and website projects and £4,797 for electronic development of which £12,764 was spent during the year.

Unrestricted funds

The Garden Plant Heritage Appeal, launched in 1993 to support the National Plant Collections Scheme®, is the basis of the National Office General Fund.

PLANT HERITAGE

(Registered as National Council for the Conservation of Plants & Gardens)

NOTES TO THE FINANCIAL STATEMENTS

9. TAXATION

No corporation tax has been provided in these financial statements because income of the charitable company is exempt from taxation. The Charity has borne VAT on its expenditure where appropriate.

10. LEGAL STATUS OF THE CHARITY

The Charity is a company limited by guarantee and has no share capital. In the event of the company being wound up the liability for each member is limited to £1.

11. RELATED PARTIES

The charity has affiliated status with the following Groups. Transactions with those entities are summarised as follows:

	2010	2009
	£	£
Incoming resources		
Guernsey	1,200	1,200
Manx Plant & Garden Society	1,225	1,225
Total	2,425	2,425

12. FINANCIAL COMMITMENTS

At 31 October 2010 the charity was committed to making the following payments under non-cancellable operating leases in the year to October 2010.

Operating leases which expire:	2010	2009
within 1 year	-	£15,000
Between 1 & 2 years	£2,092	-
Between 2 & 5 years	£15,750	£2,092

An operating lease for the photocopier commenced 17th July 2009, for a period of 3 years, at a cost of £2,092 (excl VAT) per annum.

An operating lease for the rental of 12 Home Farm commenced 21 August 2010 for a period of 3 years, but with notice clauses at 18, 24 and 36 months respectively, at a cost of £15,750 per annum (excl VAT).

PLANT HERITAGE

(Registered as National Council for the Conservation of Plants & Gardens)

REFERENCE AND ADMINISTRATIVE INFORMATION – year ending 31st October 2010

Registered Office

12 Home Farm, Loseley Park, Guildford GU3 1HS
fax 01483 458933 telephone 01483 447540
info@plantheritage.org.uk www.plantheritage.com

President

Alan Titchmarsh MBE DL VMH

Vice Presidents

Lawrence Banks, Christopher Brickell, Jamie Compton, Lady Hamilton, Roy Lancaster, Gren Lucas, Lord Ridley, Sir Roy Strong

Board of Trustees

Prof M D Alder	(Chairman; appointed 13 November 2008)
Mr N Stephens	(Treasurer; a. 10 April 2008)
Dr P Huff	(Vice Chairman, Administration; a. 24 July 2002; became Appointed Member 10 April 2008)
Mr R Gant	(Chairman Education Committee; a. 20 July 2006)
Mr S Donachie	(a. 15 March 2007)
Mr S Thompson	(a. 15 March 2007; became Appointed Member 10 April 2008)
The Rt Hon the Lord Lloyd Kenyon	(Vice Chairman, Conservation; a. 15 March 2007)
Dr D Smith	(a. 27 Oct 2009)
Mrs S Dawson	(a. 27 Oct 2009)

Executive Officer & Company Secretary

Miss Genevieve Melbourne Webb

Auditor

F Wilde, Independent Examiner
Warner Wilde, 4 Marigold Drive, Bisley, Surrey. GU24 9SF.

Bankers

Unity Trust Bank PLC, Nine Brindley Place, Birmingham B1 2HB
CAF Bank Ltd, 25 Kings Hill Avenue, Kings Hill, West Malling, Surrey ME19 4JQ

COUNCIL MEMBERS as at time of accounts approved

Area Group Representatives

Mr P Gibbs	Ayr & Arran	Mrs B Reed	Norfolk
Ms H Moorcroft	Berks, Bucks & Oxon	Mrs V Goulty	North East
Mr R Gant	Cambridgeshire*	Mr P Clark	North Wales
Mr P Stephenson	Cheshire	Mrs C Penny	North West
Mr A Rivers	Cornwall	Mrs A Fearey	Northamptonshire
Mr J Turner	Devon	Mrs E Bacon	Shropshire
Mrs A Jonathan	Dorset	Mrs R Lishman	Somerset
Mrs D Guy	Dorset East	Ms H Gash	South East Scotland

PLANT HERITAGE

(Registered as National Council for the Conservation of Plants & Gardens)

REFERENCE AND ADMINISTRATIVE INFORMATION – year ending 31st October 2010

Mr P Jones	Dumfries & Galloway	Mr B Foden	Staffordshire
Mr S Thompson	East Midlands*	Mr D Ferguson	Strathclyde
Mr D Barker	Essex	Mrs A Tweddle	Suffolk
Mrs J Ritchie	Gloucestershire	Mrs S Tognarelli	Surrey
Mrs S Hewer	Grampian & Tayside	Mr G Firth	Sussex
Dr J Heaton	Hampshire	Mr D Howells	Warwickshire
Mr S Donachie	Herefordshire*	Mrs M Jones	West Midlands
Mr M Thompson	Herts. & Beds.	Mrs L Eggins	Worcestershire
Mrs J Lawton	Kent	Mr M Walker	Yorkshire
Mrs A Hepple	London		

* also Trustee

Nominated Representatives

Dr J David	Royal Horticultural Society
Mr D Gilchrist	Horticultural Trades Association
Dr D Rae	Royal Botanic Gardens Edinburgh
Dr D Chamberlain	National Trust for Scotland
Mr M Pett	Institute of Horticulture
Mr N Taylor	Royal Botanic Gardens Kew
Mr M Buffin	National Trust

Affiliated Groups

Mr R Evison	Guernsey
Mrs B Clark	Manx Plant & Garden Society
Dr M Forrest	Irish Garden Plant Society
Mr N Hunloke	Wiltshire Gardens Trust

Plant Conservation Committee

Mike Buffin	Chair	
Tim Upson	Vice Chair	
Stephen Butler	Regional Coordinator	Scotland, Ireland, N. England
Edna Squires	Regional Coordinator	South West
Gary Firth	Regional Coordinator	South East
The Rt Hon the Lord Lloyd Kenyon	Vice Chair (Conservation)	
Keith Ferguson	Regional Coordinator	West & Central England
Christopher Bailes	Independent	
Jim Gardiner	Independent	Royal Horticultural Society
Melissa Simpson	Independent	National Trust for Scotland
Susyn Andrews	Independent	Horticultural Taxonomist
Ross Kerby	Independent	
Ruth Sands	Independent	Hardy Plant Society

PLANT HERITAGE

(Registered as National Council for the Conservation of Plants & Gardens)

National Office

Income and Expenditure Account (UNAUDITED)

for the year ended 31 October 2010

	Unrestricted £	Restricted £	2010 £	2009 £
Incoming resources				
Memberships - national	95,430	-	95,430	104,364
Donations - area groups	40,512	-	40,512	45,251
Donations - other	41,898	-	41,898	19,284
Donations - restricted	-	75,551	75,551	42,615
Interest receivable	782	-	782	4,357
Trading and sundry receipts	29,585	-	29,585	37,469
Total income	208,207	75,551	283,758	253,340
Resources expended				
Cost of generating funds	67,429	3,500	70,929	90,185
Direct expenditure on charitable objectives	103,064	62,553	165,617	135,869
Governance	10,181	-	10,181	37,742
Total resources expended	180,674	66,053	246,727	263,796
Net incoming (outgoing) resources	27,533	9,498	37,031	(10,457)
Balances brought forward at 1 November 2009	233,667	36,604	270,271	280,728
Balances carried forward at 31 October 2010	261,200	46,102	307,302	270,271

Pages 25 and 26 do not form part of the Independently Examined accounts

PLANT HERITAGE

(Registered as National Council for the Conservation of Plants & Gardens)

National Office

Balance Sheet (UNAUDITED)

for the year ended 31 October 2010

	Unrestricted	Restricted	2010	2009
				£
Fixed assets				
Tangible fixed assets	12,167	-	12,167	10,881
Current assets				
Debtors and prepayments	8,124	-	8,124	13,442
Bank and cash balances	260,860	46,102	306,962	276,759
	<u>268,984</u>	<u>46,102</u>	315,086	290,201
Creditors: amounts falling due within one year	(14,818)	-	(14,818)	(30,811)
Deferred Income (Life Membership)	(5,133)	-	(5,133)	-
Net current assets	249,033	46,102	295,135	259,390
Net assets	<u>261,200</u>	<u>46,102</u>	307,302	270,271
Funds				
Restricted funds	-	46,102	46,102	36,604
General funds	261,200	-	261,200	233,667
Total funds	<u>261,200</u>	<u>46,102</u>	307,302	270,271

Pages 25 and 26 do not form part of the Independently Examined accounts