



**Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 December 2019
For
Scotland's Gardens Scheme**



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for the Year Ended 31 December 2019**

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**Reference and Administrative Details
for the Year Ended 31 December 2019**

PRESIDENT	HRH The Duchess of Rothesay	
TRUSTEES	David Mitchell Sarah Landale Peter Yellowlees	Chairman Deputy Chairman Honorary Treasurer
	Max Ward David Buchanan-Cook Stephen McCallum	Charlotte Hunt Jonathan Cobb Emily Stair
STAFF	Terrill Dobson Hazel Reid Daria Piskorz Julie Golding	Director Office Manager Marketing Manager Volunteer Manager
CONTACT DETAILS	Head Office: 23 Castle Street, Edinburgh, EH2 3DN Telephone: 0131 226 3714 E-mail: info@scotlandsgardens.co.uk Website: scotlandsgardens.org	
PRINCIPAL ADDRESS	23 Castle Street Edinburgh EH2 3DN	
REGISTERED CHARITY NUMBER	SC011337	
INDEPENDENT EXAMINER	Douglas Home & Co Ltd Chartered Accountants 47-49 The Square Kelso Roxburghshire TD5 7HW	
BANKERS	Handelsbanken 18 Charlotte Square Edinburgh EH2 4DF	
SOLICITORS	J & H Mitchell WS 51 Atholl Road Pitlochry PH16 5BU	

**Reference and Administrative details continued
for the Year Ended 31 December 2019**

INVESTMENT MANAGERS

Adam & Company Investment Management Ltd
25 St Andrew Square
Edinburgh
EH2 1AF

**Report of the Trustees
for the Year Ended 31 December 2019**

The Trustees of the charity present their report and the accounts of Scotland's Gardens Scheme for the year 1 January 2019 to 31 December 2019.

Our mission and vision are to raise money for charity through encouraging, promoting and supporting garden openings, whilst making the whole experience inspiring, rewarding and enjoyable for all involved.

Our History

Scotland's Gardens Scheme (SGS) was established in 1931 to support the Queens Nursing Institute of Scotland. At this time, SGS provided much needed pensions and training opportunities for these district nurses at a time when no National Health Service existed. By the 1950's and the formation of the NHS, other beneficiaries, including The National Trust for Scotland's Garden Fund; and later Perennial and Maggie's Centres were added.

In the early sixties, it was decided that a portion of a garden opening's gross proceeds (up to 40%) could be donated to a charity of the Garden Opener's choice and now each year over 200 different charities benefit, many of these small and local. It is then from the remaining funds raised and enhanced by donations, sponsorship and advertising revenues that the administrative costs of SGS are deducted and after which the balance of funds is distributed to SGS's core beneficiaries. Beginning in 2018, 60% of the garden gate takings can now be designated for the Garden Opener's nominated charity. This change reflects the SGS's commitment to support Scotland's local communities and the concerns of its Garden Openers. Since we were founded, Scotland's Gardens Scheme has raised over £7 million for charity.



Figure 1 Teas at Craigentimy Telferton Allotments, photo by B Hutchison

Our Trustees regularly review and consider our core beneficiaries who receive the balance of funds raised each year. This review last took place in 2018 at which time it was agreed, in consultation from our community, to support the Queens' Nursing Institute Scotland, Maggie's and Perennial for five years (2019-2023 openings). This five-year timeframe was offered to allow these charities some visibility of our support.

How are We Organised?

At the core of Scotland's Gardens Scheme are many volunteers, including about 190 core volunteers working throughout the year helping to organise and support Garden Openings. But our wider community of volunteer helpers is much larger including our Garden Openers and their teams providing teas, baking, parking cars, taking tickets and much more, taking this volunteer figure well over 1500. Scotland is divided into 23 Districts each supported by a committee of our core Volunteers. These local Volunteers promote the opening of gardens locally by Garden Openers to visitors, develop a relationship with those Garden Openers, and collect the funds raised at those openings for distribution to charity. Currently Garden Openers from about 700 gardens are very generously active with us with some opening every year and others opening every other year or less frequently.

**Report of the Trustees
for the Year Ended 31 December 2019**

Our Head Office, including a Director, Office Manager, Marketing Manager and Volunteer Manager, co-ordinates SGS's activities primarily to support our District Volunteers and Garden Openers. They are also responsible for preparation of our annual Guidebook and website. The charity is overseen by a Board of Trustees who oversee the charity's financial performance and manage our strategic vision.

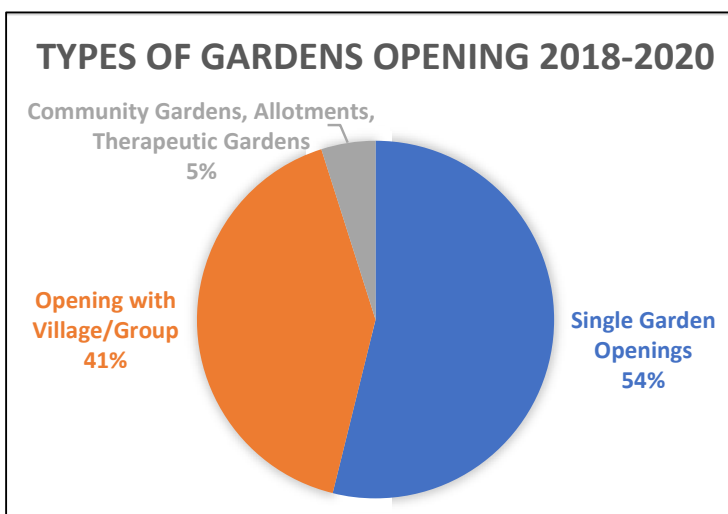
Public benefit

Scotland's Gardens Scheme offers benefit to the public in a number of different ways. Most obviously, our scheme enables our Garden Openers to share their garden with the public to raise money for charity. These charities include our three core beneficiaries, a guest charity chosen annually, as well as hundreds of charities nominated by our openers. Money raised from garden openings, net of expenses, is donated each year to charities. 60% of the income from garden openings, net of the owner's expenses, may be donated by the garden openers to charities of their choice. In 2019 Garden Owners donated £193,219 (2018: £197,898) to 235 charities. The balance of the garden gate income together with other sources of income, less costs, is donated by Scotland's Gardens Scheme to its beneficiaries. Total distributions made to Garden Owners' charities and to Scotland's Gardens Scheme beneficiaries in 2019 amounted to £240,219 (2018: £253,398). Each year, as well, £7,500 is provided to a Horticulture student of Threave School of Heritage Gardening through our Cattanach fund reserved for this purpose.

Beginning in 2018 we also provide a £5,000 bursary to a 'guest' charity for projects that improve health and wellbeing through gardening. In its second year, the bursary was provided to Trellis, Scotland's Horticulture Therapy Network, to help them to design and deliver additional workshops and several train-the-trainer videos.

Aside from the charity donations made by our scheme, SGS has a very special relationship with local communities across Scotland. Along with the many, many small and local charities supported, almost half of our opening gardens (46%) are either community gardens or opening as part of a community or group event, as displayed in the chart to the right.

And SGS also provides the health and well-being benefit derived from visiting our hundreds of gardens and enjoying nature, not to mention the community aspect of enjoying a cup of tea in our relaxed settings with other community members. And our scheme encourages gardening by our Garden Openers and helps them to share this joy and benefit with their visitors. We emphasized this benefit by celebrating the theme of Gardens and Health in 2019, and this is discussed more below.



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OBJECTIVES AND ACTIVITIES

The purpose of our charity is to facilitate the opening of gardens of quality and character in Scotland to the public and to collect and distribute funds donated to it by the owners of those gardens for charitable purposes and this is accomplished thanks to the hard work of our many Volunteers. In 2016 we completed a strategic review of our charity with input from members of our internal and external community especially the Volunteers, Garden Openers and stakeholders including representatives of our four nominated charities. This process provided an important present-day insight into the workings and values of the charity as a whole, ultimately redefining our four key objectives and the priorities used to guide our work. Our mission is listed above, and our key objectives are to:

**Report of the Trustees
for the Year Ended 31 December 2019**

1. Ensure we have a strong District Volunteer structure with a solid base of gardens of all types and sizes. We will achieve this by:
 - a. Providing useful support to our District Volunteers with guidance, training and appreciation.
 - b. Equipping and supporting Garden Openers to manage their visitor experience and achieve a successful and fun day for all.
2. Raise awareness of Scotland's Gardens Scheme and our beneficial impact with a strong marketing presence and good visibility.
3. Connect and develop existing and new partnerships with organisations which are aligned with and can support our vision, including beneficiaries, charities, partner organisations and our local community.
4. Ensure good governance and financial sustainability with an active and effective governing body.

Our mission and these objectives underpin all of our work.

ACHIEVEMENT AND PERFORMANCE

Over 2019 we supported 441 garden opening *Table 1 Top Nominated Charity Donations in 2019*

events over about 500 gardens, including 71 new gardens and supporting 235 charities plus our three core beneficiaries. The top 15 charities nominated by our openers, along with the total donation is listed in Table 1 and a full list of donations are in Appendix A. In 2019 we decided to embrace and celebrate the fantastic benefit that garden visits and gardening bring to health and wellbeing with the theme of 'Gardens and Health'.

As a charity, we also focused attention to strengthen our financial visibility. We moved all the financial work of our District Volunteer Treasurers on to our new database, allowing us to better manage our financial position, as well as better understand our opening activities. We also moved our charity financial information from traditional spreadsheets, over to an accounting package which provides our Trustees with more detail and comparative information than previously available.

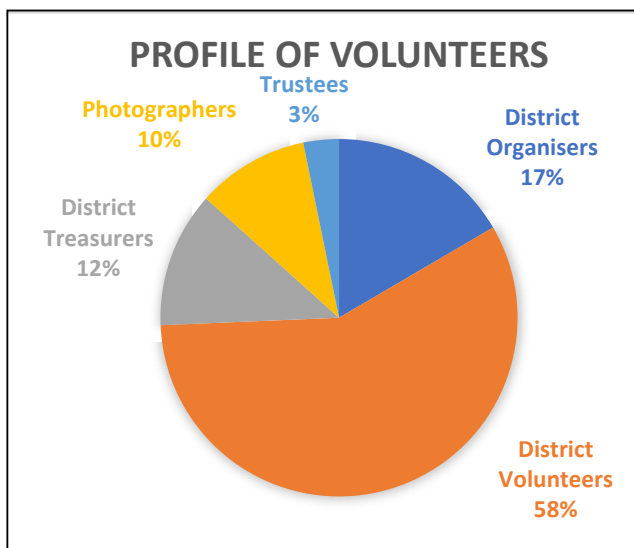
Charity Name	Amount donated (£)
Alzheimer Scotland - Action On Dementia	7,242
Macmillan Cancer Support	3,963
Marie Curie	3,640
Highland Hospice	3,383
Scotland's Charity Air Ambulance	3,317
The National Trust for Scotland	2,786
The Save the Children Fund	2,515
RNIB Charity	2,477
Lynton Day Centre	2,475
British Limbless Ex-Service Men's Association	2,459
Strathcarron Hospice	2,301
The Scottish Battlefields Trust	2,282
St Adrians Episcopal Church: Gullane	2,258
Parkinson's Disease Society Of The UK	2,250
Beatson Cancer Charity	2,239

1. Volunteers & Garden Openers Support

Supporting our Volunteers and Garden Openers continues to be our most important activity. At the start of the year our Trustees decided to invest in a three-year fixed term contract for a Volunteer Manager to help us to gain a more professional and experienced view of how we might support our Volunteers given that we are a 98% volunteer-led organisation (with 190 District Volunteers and four staff). Our Volunteer Manager spent the first few months getting to know the organisation and our way of working. By the autumn she updated our guidance for our key District Organiser role and went on to recommend that we break down our work into smaller roles more realistic for recruitment to help add support to our rather stretched District Teams. She has now begun a recruitment campaign which is beginning to bear fruit. Note that the Profile of Volunteers chart shows the current breakdown of our current 190 Volunteers and we are currently looking to further divide our more general District Volunteer role into more specialised roles, in particular media-based roles such as Social Media, Press Releases, and local newsletter specialties. Social Media, Press Releases, and local newsletter specialties.

Report of the Trustees
for the Year Ended 31 December 2019

Our District Treasurers were added on to our updated IT system to support their work to receive local opening fundraising and pay out our many charities. This project has gone well with many Treasurers finding this new bespoke system much easier than previous complex spreadsheets. This enhancement will also greatly enhance our financial information about our charity which will enable us to make better informed decisions in future.



Over the spring of 2019 our Chairman, Treasurer and Director held 'Regional' meetings for our Volunteers and Garden Openers across Scotland. We hold these in alternate years with our conference, as these smaller meetings allow more opportunity for participation from our community. Several themes arose from these meetings: our Garden Openers would like to engage more with young people and schools; our Volunteers would like to consider some merchandising for further fundraising; we need to find ways to increase visitors to our garden open 'by arrangement' and our Garden Openers would like to better understand our insurance coverage on their behalf. We've created a children's activity leaflet to launch over Children's Gardening Week in May 2020, will test a May Weekend Festival to help promote our 'by arrangement' gardens, and will include our insurance providers at our 2020 conference. Merchandising was placed on the backburner as we had turnover of our Marketing Manager, and we'll consider this once we have adequate resources in place.

2. Marketing

Our sister charity, the National Garden Scheme (NGS) covering England and Wales, commissioned a paper by the Kings Fund several years ago to look into the benefits of gardening for health and wellbeing. Around this time, they also began a week celebration every year to recognise 'Gardens and Health'. Our gardening community strongly identify with the benefits of gardening, and also the importance of signalling this to others. This year we joined the NGS to celebrate their 'Gardens and Health Week' over 11-19 May. Over this week, and several to follow, we invited charities and organisations to visit selected gardens, free of charge, and enjoy the healthy benefits of gardening. Fourteen opening events took place across the country benefiting young, old, and many in between. Details of these events are on our website.



Figure 2 Volunteers at our Regional Meeting in the Gardon Castle Walled Garden.

Over 2019, we bit the bullet and took on a project to review and update all of our photograph permissions to assure that our use, in particular of photographs for promotional activity through journalists, is correct. Photographs are critical to our ability to promote our garden openings and this review helped us to get a better handle on our strengths and weaknesses in this camp. Over 2020 we will work to update our photograph stock across all our gardens.



Figure 3 Cubs investigating wildlife at Merchiston Cottage during Gardens & Health Week 2019

3. Partners

Over 2019 we continued to develop our core partnerships, sharing a stand at Gardening Scotland again with our beneficiary Perennial, working with Maggie's to open Portrack, the Garden of Cosmic Speculation, and delivering a talk at the Queen's Nursing Institute Scotland annual dinner reception. We are also continuing to look for opportunities to partner with the National Trust for Scotland, one of past core beneficiaries. But our key partner, to whom we are particularly grateful, is Investec who each year sponsor our Guidebook, providing a rock of background support.

4. Governance

For the past few years our Trustees have considered the feasibility and potential benefits to changing the charity's structure to become a SCIO. It has been concluded that such a move will strengthen the position of the charity by bringing it in line with current charity structure in Scotland and protecting its Trustees thus improving our ability to recruit future Trustees. Over 2019 our Treasurer has worked with our solicitors to redraft our constitution into the SCIO structure. The wheels for this transition were set in motion in late 2019 and it is expected that it will be completed by the end of 2020. This work also gave our Board the opportunity to reflect on our charitable aims and update these to be more in line with our current charitable activities.



Figure 4 Openers and volunteers showing off our banners and arrows at Dumfries Railway Station garden.

Also, in line with our ongoing governance review, the Trustees have undertaken a review of policies appropriate to support our charity in current conditions and a plan to complete this work set for 2020.

**Report of the Trustees
for the Year Ended 31 December 2019**

At the start of 2019 our Trustees began a project to consider how we might attract legacy giving to develop our work, for example to support our Volunteers and Openers through added resources such as our new Volunteer Manager role. We spoke with a consultant, Bruce Tait from Bruce Tait & Associates to consider how we might develop a Case for Support for Scotland's Gardens Scheme. In August, Bruce held a workshop with a cross-section of Trustees and Volunteers to help us clarify the fantastic benefits offered by our charity in terms of health and wellbeing both to our visitors and our Garden Openers, as well as the important impact we make to volunteering given how we deliver our work almost entirely through Volunteers. The Trustees are currently considering the next steps for this work.

FINANCIAL REVIEW

Performance

The Trustees are pleased to report on another successful year for the charity. Despite the poor weather and the withdrawal of a number of National Trust for Scotland gardens resulting in a fall in gross garden gate income. Donations to the charities chosen by our garden owners were only slightly down on 2018 at £193,219 (2018 - £197,898). In addition, we distributed to our three core beneficiaries (2018 - four) a total of £42,000 (2018 - £50,000), and we also made a £5,000 grant to our "guest charity" Trellis and a £7,500 training grant to the Gardening Fund of the National Trust for Scotland.

The continued impact we make to communities across Scotland is considerable and is reflected in the fact that our charitable giving over the past 5 years amounts to £1,312,394.

In addition, the charity embarked on a 3-year programme to both support and develop volunteering within the charity and beyond. The Trustees felt this was a necessary investment, as our volunteer base is an important and valued resource without which the charity could not

make the substantial impact it does throughout Scotland and our thanks go to every one of our wonderful volunteers. At the same time, they agreed that the cost of the project would be funded out of our Legacy Fund rather than prejudice the annual support given to our core beneficiaries.

Review

Our primary source of income comes from donations at the garden gate and as noted, these fell during 2019 to £366,792 (2018 - £395,220). Our other income arises from sponsorship by Investec, to whom we are extremely grateful, our guidebook sales and advertising, donations and investment income.

We are constantly monitoring our expenditure to ensure that everything is in line with what was budgeted. As you will note from our Statement of Financial Activities, we have expanded the analysis of our expenditure to give a better understanding of our spending patterns. You can see that this shows every area of expenditure was less than 2018 other than that spent on the support we gave to our volunteers. We hope this method of presentation is more informative.

Legacy Funds and Investment Policy

In the past, Scotland's Gardens Scheme has been fortunate to have been the recipient of a number of generous legacies from our supporters – most notably from Gordon Bowes and the Cattenach Bequest. These have been consolidated into one designated Legacy Fund. The funds have been invested in a mixture of quoted investments and cash deposits with all income being treated as distributable to our beneficiary charities.

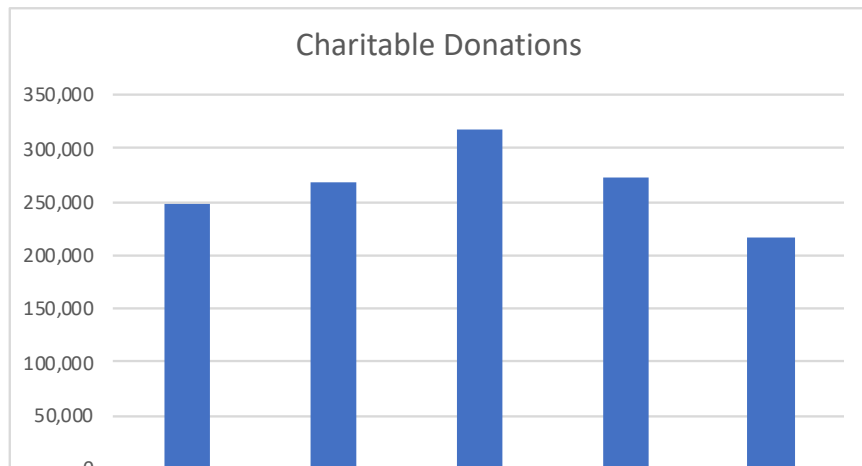


Figure 5: Donations to charities over the last five years. Noting the highest as 2017 when one garden, Portrack, had exceptionally high income.

**Report of the Trustees
for the Year Ended 31 December 2019**

The Trustees believe that it is prudent to retain a cushion of long-term capital against the possibility of a substantial fall in garden gate income and a substantial capital investment in the management of the charity. The Trustees wish to avoid having to meet unexpected running costs from donated garden gate income streams, thereby continuing to support our beneficiaries and charitable commitments. As noted above they have embarked on a programme to support our volunteers as well as develop the concept of volunteering. This the Trustees feel is a worthwhile use of the legacy fund which we hope will future proof the charity and its nationwide network.

The invested funds are managed by Adam & Company Investment Management Limited on a discretionary basis as set out in an agreed Statement of Investment Principles with the objective of maximising income growth and capital gain within a medium risk profile. The Trustees receive quarterly reports and have an annual meeting with the management team within Adam & Co. The Trustees are pleased to report that the portfolio produced a total positive return of 21.85% in the year to 31 December 2019 compared to the total return of the neutral benchmark of 18.34%.

Reserves Policy

The financial impact of Covid-19 will be significant for the charity with the current inability of our garden owners to open to the public. All areas of expenditure are therefore being reviewed as well as the possibility of participating in the Government's support packages. The Trustees consider that the financial position of the charity at 31 December 2019 is such that despite the Covid-19 effect, it will have sufficient assets to meet its forthcoming obligations.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Charity Constitution

Scotland's Gardens Scheme is governed by its Constitution, a Deed of Trust, and Rules under the Constitution, amended in 2014 and 2017. Members of Scotland's Gardens Scheme are the Trustees of the charity and the Trustees are its Members. The Rules stipulate that there will be between 9 and 11 Trustees. The Trustees have a duty to ensure that the Charity is managed responsibly, for strategic planning and implementation of policy, all financial matters including all statutory accounting and reporting, maintaining good lines of communication with its beneficiaries and agreeing the basis and amount of donations to charity. The Trustees meet at least three times a year including the Annual General Meeting.

The Trustees are obliged by the Office of the Scottish Charity Regulator "OSCR", to constantly review their Constitution to ensure it is up to date and reflects the charity's activities and objectives. The Trustees undertook a review and identified certain necessary alterations. After consultation with our volunteers and legal advisers, the Trustees decided the most appropriate course of action was to move the charity from its current unincorporated body to a SCIO (a Scottish Charitable Incorporated Organisation). This process began in 2019 and the new Constitution was approved by OSCR on 16 January 2020. The main change is an expanded charitable purposes clause to not only include our current principal objective to give grant aid to Scottish charities but also to formally recognise our charitable aims of promoting health and wellbeing, heritage and culture, education and the advancement of community development through the promotion of volunteering. In addition, the SCIO will require Trustee numbers of between 5 and 11. The actual transfer will be undertaken this summer and banks willing, should not be too protracted.

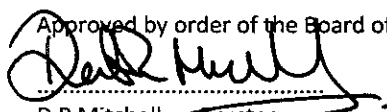
Recruitment and appointment of Trustees

The Trustees are appointed for terms of three years, after which they will retire by rotation but may offer themselves for re-election. The Chair is elected for a period of five years, after which he/she must stand down as a Trustee for at least one calendar year. New members are considered in light of the skills existing within the Board at the time, together with those considered desirable in the future.

Risk Management

The Trustees continue to keep the Charity's activities under review, particularly with regard to any major strategic business and operational risks that may arise from time to time and ensure that procedures are in place to mitigate those risks.

Approved by order of the Board of Trustees on 8 APRIL 2020 and signed on its behalf by:


.....
D R Mitchell - Trustee

**Independent Examiner's Report to the Trustees of
Scotland's Gardens Scheme**

I report on the accounts for the year ended 31 December 2019 set out on pages eight to twenty.

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. The charity's trustees consider that the audit requirement of Regulation 10(1)(a) to (c) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under Section 44(1)(c) of the Act and to state whether particular matters have come to my attention.

Basis of the independent examiner's report

My examination was carried out 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 seeking 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 I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

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

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
- to keep accounting records in accordance with Section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations; and
 - to prepare accounts which accord with the accounting records and to comply with Regulation 8 of the 2006 Accounts Regulations

have not been met; or

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



Alan Drummond CA
ICAS
Douglas Home & Co Ltd
Chartered Accountants
47-49 The Square
Kelso
Roxburghshire
TD5 7HW

Date: 2nd June 2020

**Statement of Financial Activities
for the Year Ended 31 December 2019**

	Notes	Unrestricted funds £	Restricted funds £	31.12.19 Total funds £	31.12.18 (Restated) Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	373,547	-	373,547	409,179
Other trading activities	3	28,101	-	28,101	29,521
Investment income	4	<u>13,486</u>	<u>-</u>	<u>13,486</u>	<u>11,922</u>
Total		415,134	-	415,134	450,622
EXPENDITURE ON					
Raising funds	5	18,594	-	18,594	17,270
Charitable activities					
Charitable grants		247,719	-	247,719	268,398
Volunteer support		27,583	-	27,583	5,072
Garden opening		60,094	-	60,094	68,169
Marketing and publicity		48,871	-	48,871	88,009
Management and admin		44,408	1,677	46,085	47,588
		<u> </u>	<u> </u>	<u> </u>	<u> </u>
Total		447,269	1,677	448,946	494,506
Net gains/(losses) on investments		<u>89,975</u>	<u>-</u>	<u>89,975</u>	<u>(45,761)</u>
NET INCOME/(EXPENDITURE)		57,840	(1,677)	56,163	(89,645)
RECONCILIATION OF FUNDS					
Total funds brought forward		629,403	6,882	636,285	725,930
		<u> </u>	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS CARRIED FORWARD		<u>687,243</u>	<u>5,205</u>	<u>692,448</u>	<u>636,285</u>

CONTINUING OPERATIONS

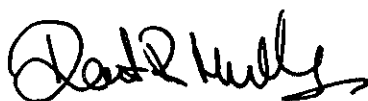
All income and expenditure has arisen from continuing activities.

Scotland's Gardens Scheme

Balance Sheet
31 December 2019

	Notes	31.12.19 £	31.12.18 £
FIXED ASSETS			
Tangible assets	10	4,608	5,681
Investments	11	<u>548,559</u>	<u>462,024</u>
		553,167	467,705
CURRENT ASSETS			
Debtors	12	4,783	6,700
Cash at bank and in hand		<u>190,081</u>	<u>230,975</u>
		194,864	237,675
CREDITORS			
Amounts falling due within one year	13	(55,583)	(69,095)
		<u>139,281</u>	<u>168,580</u>
NET CURRENT ASSETS			
		<u>139,281</u>	<u>168,580</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			
		692,448	636,285
NET ASSETS		<u>692,448</u>	<u>636,285</u>
FUNDS	15		
Unrestricted funds:			
General fund		124,025	124,760
Designated: The Legacy Fund		<u>563,218</u>	<u>504,643</u>
		687,243	629,403
Restricted funds:			
Archive Review		2,269	2,269
Kirsty Maxwell Stuart Legacy		<u>2,936</u>	<u>4,613</u>
		5,205	6,882
TOTAL FUNDS		<u>692,448</u>	<u>636,285</u>

The financial statements were approved by the Board of Trustees on 8 APRIL 2020 and were signed on its behalf by:



.....
D R Mitchell - Trustee

**Notes to the Financial Statements
for the Year Ended 31 December 2019**

1. ACCOUNTING POLICIES**Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities and Trustee Investment (Scotland) Act 2005. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Allocation and apportionment of costs

Overhead and support costs have been allocated between costs of generating voluntary income and governance based on the use of the resource.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Office Equipment	-	10% on cost
Computer equipment	-	25% on cost

Fixed assets (excluding investments) are stated at cost less accumulated depreciation. The costs of minor additions (<£1,000) are not capitalised.

Investments held as fixed assets are revalued at mid-market value at the balance sheet date and the gain or loss taken to the statement of financial activities.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Designated funds are unrestricted funds where the trustees, at their discretion, have created a fund for a specific purpose.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

**Notes to the Financial Statements
for the Year Ended 31 December 2019**

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

1.**Pensions**

Pension contributions are made on behalf of 4 employees to employer's schemes. The schemes are money purchase schemes with the assets invested in an independent fund. Contributions are recognised in the income and expenditure account as they fall due.

Operating leasing commitments

Operating leases and the payments made under them are charged to the statement of financial activities on a straight-line basis over the lease term.

2. DONATIONS AND LEGACIES

	31.12.19	31.12.18
	£	£
Local Membership	2,763	2,785
Donations and Grants	2,927	1,771
Legacies	-	5,000
Net income from garden owners	366,792	395,220
Miscellaneous	<u>1,065</u>	<u>4,403</u>
	<u>373,547</u>	<u>409,179</u>

3. OTHER TRADING ACTIVITIES

	31.12.19	31.12.18
	£	£
Handbooks	14,435	17,205
Sponsorships	<u>13,666</u>	<u>12,316</u>
	<u>28,101</u>	<u>29,521</u>

Net contributions for the year to 31st December 2019 were Handbooks £6,735 (2018: £3,949) and Sponsorship £13,666 (2018: £12,316).

In 2019 sponsorship included £13,666 (2018: £11,684) towards the cost of producing the Handbook.

4. INVESTMENT INCOME

	31.12.19	31.12.18
	£	£
Bank Interest and Dividends	<u>13,486</u>	<u>11,922</u>

Notes to the Financial Statements - continued
for the Year Ended 31 December 2019

5. RAISING FUNDS

Other trading activities	31.12.19	31.12.18 (Restated)
	£	£
Purchases	15,154	13,256
	<u>15,154</u>	<u>13,256</u>

Investment management costs	31.12.19	31.12.18
	£	£
Investment Management Costs	<u>3,440</u>	<u>4,014</u>
Aggregate amounts	<u>18,594</u>	<u>17,270</u>

6. GRANTS PAYABLE

	31.12.19	31.12.18
	£	£
Gardener Training Grants	7,500	15,000
Distributions to Charities	<u>240,219</u>	<u>253,398</u>
	<u>247,719</u>	<u>268,398</u>

The total grants paid to institutions during the year was as follows:

	31.12.19	31.12.18
	£	£
Queen's Nursing Institute, Scotland	14,000	12,500
Gardens Fund of the National Trust for Scotland	-	12,500
Maggie's Centres	14,000	12,500
Perennial - Gardeners' Royal Benevolent Society	14,000	12,500
Other Charities of Owner's Choice	193,219	197,898
Guest charity	5,000	5,000
RHS	<u>500</u>	<u>500</u>
	<u>240,219</u>	<u>253,398</u>

Payments to other charities of owners choice of £193,219 to 250 Charities (2018: £197,898 to 250 Charities) have been made during the year under individual arrangements. Payments to core charities totalling £42,000 (2018: £50,000) will be made.

Notes to the Financial Statements - continued
for the Year Ended 31 December 2019

7. SUPPORT COSTS

	Management £	Governance £	Totals £
Volunteer Support	24,969	2,614	27,583
Garden opening	60,094	-	60,094
Marketing and Publicity	48,871	-	48,871
Management and admin	<u>38,840</u>	<u>7,245</u>	<u>46,085</u>
	<u>172,774</u>	<u>9,859</u>	<u>182,633</u>

Support costs, included in the above, are as follows:

Management

	Volunteer Support £	Garden opening £	Marketing and publicity £
Salaries	16,785	26,078	27,722
Social security	1,522	1,517	1,777
Pensions	487	2,319	1,288
Office Rent and Costs	3,064	4,472	4,628
Website & information management systems			3,838
Postage and Telephone	-	2,750	916
Printing and Stationery (inc. posters, signs etc)	-	2,207	
Advertising, Promotions and Publicity	-	-	8,531
Sundries			
Travel expenses	3,111	-	171
Storytelling costs		278	-
District expenses	<u>-</u>	<u>20,473</u>	<u>-</u>
	<u>24,969</u>	<u>60,094</u>	<u>48,871</u>

31.12.19

31.12.18

	Management and admin £	Total activities £	Total activities £
Salaries	20,036	90,621	72,952
Social security	1,460	6,276	2,994
Pensions	1,107	5,201	4,086
Website & Information Management Systems	2,147	5,985	11,968
Insurance	2,241	2,241	2,157
Office Rent and Costs	3,381	15,545	16,405
Postage and Telephone	1,014	4,680	4,793
Printing and Stationery (inc. posters, signs etc)	2,367	4,574	7,441
Advertising, Promotions and Publicity	<u>-</u>	<u>8,531</u>	<u>43,630</u>
Carried forward	33,753	143,652	166,426

Notes to the Financial Statements - continued
for the Year Ended 31 December 20197. SUPPORT COSTS - continued
Management - continued

	Management and admin £	31.12.19 Total activities £	31.12.18 Total activities £
Brought forward	33,753	143,652	166,426
Sundries	2,307	2,307	1,757
Travel expenses	418	3,700	2,159
Conference costs	-	-	1
Staff and Trustee Training	60	60	1,998
Storytelling costs		278	2,668
Depreciation of tangible assets	2,302	2,302	2,233
District expenses	-	20,473	24,289
	<u>38,840</u>	<u>172,774</u>	<u>201,531</u>

Governance costs

	Volunteer Support £	Management and admin £	31.12.19 Total activities £	31.12.18 Total activities £
Independent Examiners' fee	-	2,480	2,480	2,400
Conference & meeting costs	2,614	182	2,796	2,790
Legal & professional fees	-	4,583	4,583	2,117
	<u>2,614</u>	<u>7,245</u>	<u>9,859</u>	<u>7,307</u>

8. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2019 nor for the year ended 31 December 2018.

Trustees' expenses

Two trustees received expenses totalling £399 for travel and accommodation in the year ended 31 December 2019 (2018: Two trustees £144).

9. STAFF COSTS

	31.12.19 £	31.12.18 £
Wages and salaries	90,621	72,952
Social security costs	6,276	2,994
Other pension costs	5,201	4,086
	<u>102,096</u>	<u>80,032</u>

The average monthly number of employees during the year was as follows:

	31.12.19	31.12.18
Administrative	<u>4</u>	<u>3</u>

No employees received emoluments in excess of £60,000.

Remuneration of key management personnel was £33,802 (2018: £32,428).

**Notes to the Financial Statements - continued
for the Year Ended 31 December 2019**

10. TANGIBLE FIXED ASSETS

	Office Equipment £	Computer Equipment £	Totals £
COST			
At 1 January 2019	4,187	7,343	11,530
Additions	<u>-</u>	<u>1,229</u>	<u>1,229</u>
At 31 December 2019	<u>4,187</u>	<u>8,572</u>	<u>12,759</u>
DEPRECIATION			
At 1 January 2019	3,478	2,371	5,849
Charge for year	<u>338</u>	<u>1,964</u>	<u>2,302</u>
At 31 December 2019	<u>3,816</u>	<u>4,335</u>	<u>8,151</u>
NET BOOK VALUE			
At 31 December 2019	<u>371</u>	<u>4,237</u>	<u>4,608</u>
At 31 December 2018	<u>709</u>	<u>4,972</u>	<u>5,681</u>

11. FIXED ASSET INVESTMENTS

	Listed investments £	Cash and settlements pending £	Totals £
MARKET VALUE			
At 1 January 2019	443,063	18,961	462,024
Additions	53,117	-	53,117
Disposals	(41,657)	(9,449)	(51,106)
Revaluations	<u>84,524</u>	<u>-</u>	<u>84,524</u>
At 31 December 2019	<u>539,047</u>	<u>9,512</u>	<u>548,559</u>
NET BOOK VALUE			
At 31 December 2019	<u>539,047</u>	<u>9,512</u>	<u>548,559</u>
At 31 December 2018	<u>443,063</u>	<u>18,961</u>	<u>462,024</u>

Adam & Company Investment Management Limited continued as the Charity's investment manager. The market value of the investments at 31 December 2019 was £548,559 (2018: £462,024). 83.09% of the portfolio (by value) is invested in securities listed on the UK Stock Exchange, 15.18% in overseas equities and 1.73% in cash.

The investments are primarily held to provide an investment return for the charity.

Individual investments which exceed 5% of the portfolio market value during the year are as follows:

	£	%
Merian Investment Funds Series 1	45,778	8.35
Aberforth Smaller Companies Trust Plc	27,720	5.05

**Notes to the Financial Statements - continued
for the Year Ended 31 December 2019**

12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.19	31.12.18
	£	£
Sundry debtors	-	3,235
Prepayments and accrued income	<u>4,783</u>	<u>3,465</u>
	<u>4,783</u>	<u>6,700</u>

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.19	31.12.18
	£	£
Distributions to charities	49,500	50,000
Accruals and deferred income	<u>6,083</u>	<u>19,096</u>
	<u>55,583</u>	<u>69,096</u>

Deferred income relates to income received in advance for the following years handbook advertising and sales. The movement is as follows:

	£
Deferred Income as at 1st January 2018	4,432
Amounts released in year	(4,432)
Amounts deferred in year	<u>68</u>
Deferred income as at 31st December 2019	<u>68</u>

14. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
Fixed assets	4,608	-	4,608	5,681
Investments	548,559	-	548,559	462,024
Current assets	189,659	5,205	194,864	280,295
Current liabilities	<u>(55,583)</u>	<u>-</u>	<u>(55,583)</u>	<u>(111,715)</u>
	<u>687,243</u>	<u>5,205</u>	<u>692,448</u>	<u>636,285</u>

Notes to the Financial Statements - continued
for the Year Ended 31 December 2019

15. MOVEMENT IN FUNDS

	At 1.1.19 £	Net movement in funds £	At 31.12.19 £
Unrestricted funds			
General fund	124,760	(735)	124,025
Designated: The Legacy Fund	<u>504,643</u>	<u>58,575</u>	<u>563,218</u>
	629,403	57,840	687,243
Restricted funds			
Archive Review	2,269	-	2,269
Kirsty Maxwell Stuart Legacy	<u>4,613</u>	<u>(1,677)</u>	<u>2,936</u>
	<u>6,882</u>	<u>(1,677)</u>	<u>5,205</u>
TOTAL FUNDS	<u><u>636,285</u></u>	<u><u>56,163</u></u>	<u><u>692,448</u></u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	410,378	(411,113)	-	(735)
Designated: The Legacy Fund	<u>4,756</u>	<u>(36,156)</u>	<u>89,975</u>	<u>58,575</u>
	415,134	(447,269)	89,975	57,840
Restricted funds				
Kirsty Maxwell Stuart Legacy	-	(1,677)	-	(1,677)
TOTAL FUNDS	<u><u>415,134</u></u>	<u><u>(448,946)</u></u>	<u><u>89,975</u></u>	<u><u>56,163</u></u>

Comparatives for movement in funds

	At 1.1.18 £	Net movement in funds £	At 31.12.18 £
Unrestricted funds			
General fund	124,500	260	124,760
Designated: The Legacy Fund	<u>564,418</u>	<u>(59,775)</u>	<u>504,643</u>
	688,918	(59,515)	629,403
Restricted Funds			
Archive Review	2,269	-	2,269
Kirsty Maxwell Stuart Legacy	4,743	(130)	4,613
Marketing Fund	<u>30,000</u>	<u>(30,000)</u>	<u>-</u>
	<u>37,012</u>	<u>(30,130)</u>	<u>6,882</u>
TOTAL FUNDS	<u><u>725,930</u></u>	<u><u>(89,645)</u></u>	<u><u>636,285</u></u>

**Notes to the Financial Statements - continued
for the Year Ended 31 December 2019**

15. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	445,622	(445,362)	-	260
Designated: The Legacy Fund	<u>5,000</u>	<u>(19,014)</u>	<u>(45,761)</u>	<u>(59,775)</u>
	450,622	(464,376)	(45,761)	(59,515)
Restricted funds				
Kirsty Maxwell Stuart Legacy	-	(130)	-	(130)
Marketing Fund	<u>-</u>	<u>(30,000)</u>	<u>-</u>	<u>(30,000)</u>
	<u>-</u>	<u>(30,130)</u>	<u>-</u>	<u>(30,130)</u>
TOTAL FUNDS	<u><u>450,622</u></u>	<u><u>(494,506)</u></u>	<u><u>(45,761)</u></u>	<u><u>(89,645)</u></u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.1.18 £	Net movement in funds £	At 31.12.19 £
Unrestricted funds			
General fund	124,500	(475)	124,025
Designated: The Legacy Fund	<u>564,418</u>	<u>(1,200)</u>	<u>583,218</u>
	688,918	(1,675)	687,243
Restricted funds			
Archive Review	2,269	-	2,269
Kirsty Maxwell Stuart Legacy	4,743	(1,807)	2,936
Marketing Fund	<u>30,000</u>	<u>(30,000)</u>	<u>-</u>
	<u>37,012</u>	<u>(31,807)</u>	<u>5,205</u>
TOTAL FUNDS	<u><u>725,930</u></u>	<u><u>(33,482)</u></u>	<u><u>692,448</u></u>

**Notes to the Financial Statements - continued
for the Year Ended 31 December 2019**

15. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	860,000	(856,475)	-	(475)
Designated: The Legacy Fund	<u>9,756</u>	<u>(55,170)</u>	<u>44,214</u>	<u>(1,200)</u>
	865,756	(911,645)	44,214	(1,675)
Restricted funds				
Kirsty Maxwell Stuart Legacy	-	(1,807)	-	(1,807)
Marketing Fund	<u>-</u>	<u>(30,000)</u>	<u>-</u>	<u>(30,000)</u>
	<u>-</u>	<u>(31,807)</u>	<u>-</u>	<u>(31,807)</u>
TOTAL FUNDS	<u><u>865,756</u></u>	<u><u>(943,452)</u></u>	<u><u>44,214</u></u>	<u><u>(33,482)</u></u>

General Fund (Unrestricted)

The General Fund is maintained to provide working capital for the Charity throughout the forthcoming year, thereby enabling the bank account to remain in credit until revenue from garden owners is received.

The Legacy Fund (Designated)

Over the years, Scotland's Gardens Scheme has received a number of generous legacies, most notably from Gordon Bowes and the Cattanach Bequest. These had previously been shown as separate designated funds but the Trustees, for simplicity's sake, consolidated them into one Legacy Fund in 2016.

As part of the re-evaluation of where the charity is going, the Trustees are developing ideas as to what additional use these funds could be put to. They appreciate the need to use these funds constructively and have committed to a 3 year project of volunteer development and support as set out in the Trustees report.

Net assets applicable to this fund comprise of investments of £548,559 and cash at bank of £15,185.

Archive Review Fund (Restricted)

The purpose of this fund is to help finance a review of our archives and currently plans are being formulated to take this forward.

Net assets applicable to this fund comprise cash at bank of £2,269.

Kirsty Maxwell Stuart Legacy Fund (Restricted)

This fund was established by a legacy received from the estate of the late Kirsty Maxwell Stuart, Past Chairman of the Charity. The funds are to be used for office comforts and improvements.

During the year £1,677 was spent on office furniture.

Net assets applicable to this fund comprise cash at bank of £2,936.

Marketing Fund (Restricted)

During 2018 the grant received in 2017 of £30,000 was fully spent on promotional materials.

Notes to the Financial Statements - continued
for the Year Ended 31 December 2019

16. OTHER FINANCIAL COMMITMENTS

The Scheme has obligations under non-cancellable operating leases for each of the following periods:

	31/12/19	31/12/18
	£	£
Within one year	5,980	14,763
Between one and five years	3,405	8,362
In more than five years	-	-
	<u>9,385</u>	<u>23,125</u>
Total future minimum lease payments		

17. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2019.

18. RESTATEMENT OF 2018 EXPENDITURE

The trustees have re-allocated charitable expenditure categories to headings that they feel is more relevant for these activities.