

**Friends of Hyde Park and Kensington Gardens  
Charitable Incorporated Organisation**

**FINANCIAL STATEMENTS**

31 December 2019

**Charity Number 1168319**

# Friends of Hyde Park and Kensington Gardens

## FINANCIAL STATEMENTS Year ended 31 December 2019

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# Friends of Hyde Park and Kensington Gardens

## TRUSTEES ANNUAL REPORT

YEAR ENDED 31 December 2019

The Trustees present their report and the unaudited financial statements of the charitable incorporated organisation (CIO) for the year ended 31 December 2019.

### REFERENCE AND ADMINISTRATIVE DETAILS

**Registered charity name** Friends of Hyde Park and Kensington Gardens

**Charity registration number** 1168319

#### Registered office

Old Police House  
Hyde Park  
W2 2UH

#### The Trustees

The Trustees who served the CIO during the period were as follows:

Joanna Clark  
Rene Gimpel  
Susan Heywood  
Tina Higginson (From 3 April 2019)  
Mary Frances Lindstrom (From 4 December 2019)  
Thomas Newman (To 17 April 2019)  
Julian Peach  
Susan Price  
Tessa Singleton  
Simon Walton

# Friends of Hyde Park and Kensington Gardens

## TRUSTEES ANNUAL REPORT

YEAR ENDED 31 December 2019

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

The Friends of Hyde Park and Kensington Gardens is a registered charity No 1168319. The governing document of the charity is its Constitution dated 22<sup>nd</sup> June 2016.

The charity was registered as a charity with the Charity Commission of England and Wales on 20 July 2016. There are over 650 Members of the Friends of Hyde Park and Kensington Gardens.

#### **Recruitment and Appointment of Trustees**

New Trustees may be appointed by the Trust by ordinary resolution. Any Trustee appointed must stand for election at the next AGM. At the AGM one third of the Trustees will retire by rotation and, being eligible, may offer themselves for re-election. All Trustees are Members.

All Trustees give their time voluntarily and receive no benefits from the Trust.

#### **Trustee Induction and Training**

The original Trustees are familiar with the Trust having been involved with the Trust since inception in 2016.

New Trustees are provided an induction session by the chairman to learn about all the activities of the Trust. They are also provided with all relevant Trust documents and policies and particularly copies of The Constitution and the last Annual Report.

#### **Risk Management**

The major risks facing the Trust have been reviewed and procedures have been established to manage these risks.

Event risk: A risk assessment was made dated 1<sup>st</sup> October 2016 in conjunction with securing insurance to cover these risks.

Financial risk: The Chairman and Treasurer of the Friends follow the income and expense on a monthly basis that is presented to all Trustees at every meeting. Additionally, the Friends have an independent examination of the Accounts every year.

In addition to the risk policy, the Trust has governance policies in place to cover

- Complaints handling
- Safekeeping and Vulnerable beneficiaries
- Conflict of interest
- Investment
- Volunteers
- Ethical fundraising

### **OBJECTIVES AND ACTIVITIES**

#### **Purpose and Aims**

Our Trust's purpose, as set out in the objects contained in the Trust's Constitution is:-

To promote for the benefit of the public the conservation, protection, and improvement of the physical and natural environment in Hyde Park and Kensington Gardens with particular reference but not limited to:

# Friends of Hyde Park and Kensington Gardens

## TRUSTEES ANNUAL REPORT

YEAR ENDED 31 December 2019

- i. peace and beauty;
- ii. historic layout, buildings, monuments and facilities;
- iii. trees, plant birds and animal life;
- iv. the parks as a unique resource for the public.

### **PUBLIC BENEFIT**

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities.

### **ACHIEVEMENTS AND PERFORMANCE**

The Trust continues to attract donations and support the aims of the Trust

### **FINANCIAL REVIEW**

The results for the period are set out on page 7 and disclose that the Trust's income was £12,555 and expenditure on charitable activities was £9,742. Net income for the year was £2,813 (2018 net income £2,899).

### **RESERVES POLICY**

Total reserves held by the Trust at the year-end were £44,259. Of these reserves £30,094 were restricted and to be spent only on the Elfin Oak in Kensington Gardens. The Trustees have examined the Trust's requirements for reserves in light of the main risks to the organisation. At this time the Trustees consider the reserves to be adequate. Free reserves at the year-end amounted to £14,165.

### **MEMBERSHIP**

1. At 31 December 2019 there were (all categories) 657 (31 December 2018: 627) members on our register.
2. 23 new life members joined this year

### **CHAIRMAN'S REPORT**

The Trustees can look back on another successful year for the Friends of Hyde Park and Kensington Gardens (FHPKG). At the time of writing (March 2020) with Covid -19 declared a pandemic the future year will not be so certain.

Our membership numbers have grown steadily. Our membership secretary has now removed from our lists all those members with whom we had lost touch. So our 650+ active members is a very satisfactory number.

Many of our members, by joining in our events, are learning more about the running of these two great Parks, their environment, ecology and horticulture and enjoy behind the scenes insights.

Contributions from members who attend these events have meant we have been able to help the Parks with some small projects. We have also, for two years, funded a mini-series of concerts in August on the restored Band Stand in Hyde Park. These are free for everybody to enjoy.

# Friends of Hyde Park and Kensington Gardens

## TRUSTEES ANNUAL REPORT

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In the accounts you will see reference to the Elfin Oak. The trustees are keen to see some restoration of the Elfin Oak and improvements to its setting and are looking forward to working with the management of Kensington Gardens towards facilitating these changes

During the period under review the trustees paid for four rustic style Cathcart Benches which were installed at Buck Hill in Kensington Gardens.

We have also promised to fund the restoration of the Bastion education board in the same location.

The trustees have funded, with the help of donations, two years of bandstand concerts held on Sunday afternoons in August in Hyde Park.

My thanks go to our Trustees and helpers who work so hard for the Friends, many undertaking considerable tasks which help make the organisation so successful.

Our thanks too to John Heywood, our Honorary Independent Examiner, for guiding us in the preparation of these accounts.

Special thanks to all the members of the Royal Parks staff who, without exception, have given us so many treats and opportunities.

### **INDEPENDENT EXAMINER**

John Heywood has been appointed as independent examiner for 2019 and for the ensuing year.

Registered office:  
Old Police House  
London W2 2UH

Signed on behalf of the Trustees

Trustee



SJM Price

Date: 8 April 2020.

# Friends of Hyde Park and Kensington Gardens

## Friends of Hyde Park and Kensington Gardens

### INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF FRIENDS OF HYDE PARK AND KENSINGTON GARDENS

YEAR ENDED 31 December 2019

I report on the accounts of the charitable incorporated organisation (CIO) for the year ended 31 December 2019 which are set out on pages 7 - 11.

#### RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The Trustees are responsible for the preparation of the accounts. The Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the CIO is not subject to audit under the 2011 Act and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 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. An examination includes a review of the accounting records kept by the Trustees 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 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:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 132 of the 2011 Act and with the methods and principles as regards to accruals basis of accounting and the applicable Statement of Recommended Practice: Accounting and Reporting by Charities

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.



John Heywood 8 April 2020.  
Independent Examiner

# Friends of Hyde Park and Kensington Gardens

## STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT)

YEAR ENDED 31 December 2019

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

### Income

Subscriptions donations and interest	1		11,104		8,265
Life memberships taken to deferred income	2	-3,375		-1,000	
Life memberships released from deferred income	2	<u>1,017</u>	<u>-2,358</u>	<u>755</u>	<u>-245</u>
			8,746		8,020
Events: income	3	5,420		3,998	
Events: costs		<u>-1,611</u>	<u>3,809</u>	<u>-1,279</u>	<u>2,719</u>
			<u>12,555</u>		<u>10,739</u>

### Expenditure

Secretarial and office			5,756		3,331
Website			180		240
Printing/newsletter			3,000		3,298
Meeting expenses			177		374
Miscellaneous			<u>629</u>		<u>597</u>
			<u>9,742</u>		<u>7,840</u>
Net income for the period			<u>2,813</u>		<u>2,899</u>

All of the above amounts relate to continuing activities.

The notes on pages 10 to 11 form part of these financial statements



# Friends of Hyde Park and Kensington Gardens

## BALANCE SHEET As at 31 December 2019

### CURRENT ASSETS

as at 31 December	2019	2018
Bank Balances		
Deposit account	31,580	31,375
Current account	<u>23,622</u>	<u>17,967</u>
Total Current Assets	<u>55,202</u>	<u>49,342</u>

### LIABILITIES

Events paid for in advance (Note 3)	-240	-1,100
Amount outstanding for bandstanding event	-1,550	
Life membership deferred inc account (Note 2)	<u>-9,153</u>	<u>-6,795</u>
Total Liabilities	<u>-10,943</u>	<u>-7,895</u>
Total Net Assets	<u>44,259</u>	<u>41,447</u>

### RESERVES OF THE CHARITY (Note 6)

Net reserves brought forward	41,447	38,548
Surplus/(Deficit) for the period	<u>2,812</u>	<u>2,899</u>
Total Reserves	<u>44,259</u>	<u>41,447</u>

The notes on pages 10 to 11 form part of these financial statements

# Friends of Hyde Park and Kensington Gardens

## BALANCE SHEET AS AT 31 December 2019

Trustees' responsibilities:

- The Trustees have not required the CIO to obtain an audit of its accounts for the year in question in accordance with the 2011 Act; and
- The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements were approved by the members of the committee and authorised for issue on the 8 April 2020 and are signed on their behalf by:

Trustee



SJM Price  
Chairman  
DATE 8 April 2020

Charity Number 1168319

The notes on pages 10 to 11 form part of these financial statements

# Friends of Hyde Park and Kensington Gardens

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 December 2019

### 1. ACCOUNTING POLICIES

#### **Basis of accounting**

The financial statements have been prepared under the historical cost convention and the accruals basis of accounting. The financial statements have been prepared in accordance with the requirements of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015) (SORP 2015).

#### **Cash flow statement**

The Trustees have taken advantage of the exemption in Financial Reporting Standard No 1 (revised) from including a cash flow statement in the financial statements on the grounds that the company is small.

#### **Incoming resources**

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. Voluntary income is received by way of grants, donations and gifts and is included in full in the statement of financial activities when receivable.

#### **Resources expended**

Resources expended are included in the statement of financial activities on an accrual basis, inclusive of any VAT which cannot be recovered. Governance costs are costs incurred in the meeting of constitutional and statutory requirements of the Trust.

#### **Fund accounting**

The reserves comprise the unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity.

In addition, there are Restricted Funds to be used for specified purposes only.

#### **Debtors and creditors**

Trade and other debtors are recognised at the settlement amount due after any trade discounts. Prepayments are valued at the amount prepaid net of any discounts. Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount to settle the obligation can be measured or estimated reliably.

#### **Life membership**

Income from life members is taken to the income and expenditure account over a period of 10 years.

# Friends of Hyde Park and Kensington Gardens

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 December 2019

### 2. LIFE MEMBERSHIP DEFERRED INCOME

	2019	2018
	£	£
Balance brought forward	6,795	6,550
New life memberships	<u>3,375</u>	<u>1,000</u>
	10,170	7,550
Less 10 % of balance transferred to income	<u>-1,017</u>	<u>-755</u>
Balance carried forward	<u>9,153</u>	<u>6,795</u>

### 3. EVENTS

Receipts	4,560	4,108
Prepaid receipts brought forward	1,100	990
Prepaid receipts carried forward	<u>-240</u>	<u>-1,100</u>
Events income for year	<u>5,420</u>	<u>3,998</u>

### 4. TRUSTEES' REMUNERATION AND BENEFITS

The Charity Trustees were not paid and did not receive any benefits from the Charity in the year. No Charity Trustee received payment for professional or other services supplied to the Charity. There were no Trustees' expenses.

### 5. ELFIN OAK RESTRICTED FUND

The Elfin Oak Restricted Fund for the care of the Elfin Oak in Kensington Gardens is part of the Friends responsibility.

The Fund is represented by a separate bank deposit account which earned £205 interest in the year and this Fund is shown in the Restricted Reserves of £30,094 in Note 6. There was no related expenditure from the Fund in the year.

### 6. RESERVES

	2019	2018
	£	£
Unrestricted	14,165	11,558
Restricted	<u>30,094</u>	<u>29,889</u>
Total Reserves	<u>44,259</u>	<u>41,447</u>