

BRYANSTON SQUARE TRUST
Established by Act of Parliament 1813

Notice of Annual General Meeting

The Annual General Meeting of the Bryanston Square Garden Trust will be held at 6pm on Tuesday 25th March 2025 at the Swiss Embassy, 16-18 Montagu Place, London W1H 2BQ

AGENDA

1. Minutes of the meeting held on 25th March 2024
2. Approve the accounts for the year ended 31st December 2024
3. Ratify the 2025 budget and set the 2025 garden rate at 0.0215p for each £1 (unchanged)
4. Elect a committee of Trustees as nominated:

Beth Miles Barry
Elizabeth Buckley
Judith Burnley
Raffaella Bush
Denise Farley
Debora Del Favero
Suzanne Goodman
Alex Mills
5. Any other business

Letter from the Bryanston Square Trust Executive Committee

25th February 2025

Dear Trustees,

The Bryanston Square Trust Executive Committee would like to take a moment to reflect on the past 18 months and touch on upcoming projects. We also wish to reiterate the message we have tried to convey to each Trustee we've had the pleasure of meeting since June 2023: our Committee invites active Trustee input to help us preserve and enhance the beautiful gardens we all enjoy.

Since the Trustees elected our Committee in June 2023, we accomplished four urgent capital expenditure projects: 1) new Bryanston Square Garden website set up to facilitate interaction and communications with Trustees, 2) old faulty (battery-operated) gate locks were replaced with a robust electrical gate lock system, 3) the garden's electrical system was upgraded, and 4) the square's wrought iron railings were refurbished for the first time since 2014.

Bryanston Square gardens are blessed with 34 plane trees – one of the largest collections in London, with many dating back to the 19th century. Our Committee aims to protect and preserve these beautiful trees. To ward off disease, we asked our tree expert Tim George to do 2 preventive inspections each year (versus 1 previously). We also asked his team to carry out regular inspections of the garden's non-plane trees. Our trees provide wonderful shade in the hot months but also make Bryanston Square an inherently green garden, limiting the variety of flowers we can have. We asked our garden expert Joseph Jones to plant many spring bulbs in 2024 and 2025, and we supervised major new tree and bed plantings over the past 18 months: new Tulip tree, Plane tree, Ligustrums, Osmanthus, Star Magnolia, Camelias, Hydrangeas, Geraniums, Fuchsias, Harts' Tongue Ferns, Royal Ferns, Oregon Grape Cabarets and many more.

We also worked hard to clean up the Trust's finances. In 2023, uncollected Garden Rates had reached £35k, equivalent to ½ year of revenues. Today as we write, arrears are down to £7k, achieved by Committee efforts to clean up the Trustee address database and vigorously pursue non-payers. Both 2023 and 2024 AGMs were unanimous in asking the Committee to pursue all non-payers, using legal means where necessary. The Trust is now on a sound financial footing, and the Committee is investing the Trust's cash: we generated £2,500 in interest income for the Trust in 2024.

Looking into 2025 and the future, Trustees have expressed an interest in 2 new projects: 1) garden bench refurbishment, 2) new playground equipment. In 2025, we plan to replace 5 soft wood benches with hard wood benches. In the past, some Trustees donated memorial benches to honour family members or friends. Our plan is to refurbish these to their original state. If Trustees wish to donate new memorial benches, please contact us at the email address below. The playground project is more complex: new playground equipment must meet strict Health & Safety standards and is very expensive: £60k to replace the current equipment. Clearly, the Garden Trust cannot afford this project on the basis of its budget alone. In 2025, the Committee is launching a Playground Fund. We already received some playground-specific donations and plan to actively solicit others over the course of 2025. Please have your say on the playground by replying to our polls in the Bryanston Square Trust newsletter, or at our upcoming AGM. We aim to raise at least half of the £60k via donations. The sooner we can raise these funds, the quicker our square will have a new playground!

Last but not least, we are taking a fresh look at the way Garden Rates are calculated. Over the past 18 months, we have observed that a number of Trustees pay very different Garden Rates for the same size property. This is unfair as flats of the same size should be charged the same Garden Rate. Why are there such discrepancies? The current Garden Rate system is based on a "Net Rateable Value" and property dimensions dating back to 1971; since then, many buildings and flats around the square had been reconfigured (e.g. flats joined together, basements excavated, etc), even if the flat numbers remain the same. We are examining a new, fairer system to distribute the same amount of Garden Rates among the properties around the square. While this is a 2026 project, we will discuss it at our upcoming AGM.

Our AGM takes place on 25th March 2025 at 6PM at the Swiss Embassy, followed by drinks and the chance to meet other Trustees. Please join us for this event which in addition to being constructive, is a great way to meet your Bryanston Square neighbours!

Kind regards,

Bryanston Square Trust Executive Committee

Email: bryanstonsquaregarden@gmail.com

Website: www.bryanstonsquaregarden.com

BRYANSTON SQUARE TRUST
(Established by Parliamentary Act of 1813)

**Minutes of the Annual General Meeting held on Monday 25th March 2024 at 6pm at the
Embassy of Switzerland, 16-18 Montagu Place, London W1H 2BQ**

Trustees Present

Ms Debora Del Favero – Co-Chair (DDF)
Ms Elizabeth Buckley – Co-Chair (EB)
Ms Suzanne Goodman (SG)
Ms Beth Miles Barry (BB)
Ms Denise Farley (DF)
Ms Alex Mills (AM)
Mr Stelios Solomou
Mrs Mina Goodman

Mrs Arlene Weatherdon
Dr Harold Sacks
Mr Clive Purvis
Mrs Raffaella Bush
Mr Malcolm Lindsay
Mrs Lynn Lindsay
Mrs Teresa Ferrandell
Mr Michael Andersen

Other Presents:

Mr Alistair McGlashan (McGlashans Property Services), Cllr Barbara Arzymanow, Mr Thomas Wagner (Swiss Embassy), Mrs Lois German (Marylebone Association), Mr Marc Forestier (MF, acting on behalf of Westbourne Management (WBM) as Clerk to Bryanston Square Trust).

Apologies:

Ms Judith Burnley

* * *

The Bryanston Square Trust Committee began the meeting at 6PM, welcoming all those present. DDF and EB thanked all Trustees and other attendees for their interest, and thanked the Embassy and its team for their generous hospitality.

EB noted the AGM was being held earlier this year for 2 reasons: 1) since annual Garden Rates apply to the calendar year, the Committee aims to hold each AGM as close as possible to the prior year calendar year end; 2) the Trust's financial statements are prepared on a modified cash basis, with revenues, for example, only reflecting Garden Rates collected (not invoiced). By deliberating earlier each year, a spring AGM enables the Committee to issue Garden Rate invoices earlier, giving it 9 months to collect these (as opposed to 6 months in 2023 when the AGM was held during the summer).

Prior to the AGM, all Trustees received the Minutes of the 5th June 2023 AGM together with the AGM Notice, the AGM Agenda, the 2023 Financial Statements and 2024 Budget.

1) Minutes of the 5th June 2023 AGM

No questions or comments were raised about the Minutes of the 5th June 2023 AGM which were unanimously approved.

2) Approve the Accounts for the year ended 31st December 2023

The Bryanston Square Trust's Unaudited Financial Statements for the Year ending 31st December 2023 were circulated to all Trustees prior to the AGM. EB reminded the AGM that the Trust's *raison d'être* is to maintain the Garden for the enjoyment of the Trustees. All Bryanston Square Trust Committee members work as volunteers and manage the Trust on a break-even basis, setting Garden Rates at the level required to cover the Garden's operating costs and required capital expenditures. As capital expenditures only take place periodically when needed (e.g., garden perimeter (railings, locks) every 10 years, benches every 5 years,

tree felling only when required), the Committee's policy is to set aside a portion of the annual Garden Rates each year as an annual allocation to the Trust's Reserve Funds to cover such expenditures. It is worth noting that some capital expenditures can cost up to an entire year of Garden Rates, which is why accumulating annual allocations to the Trust's Reserve Funds is so important.

2023 Financial highlights:

Revenues

- Collections: 2023 Bryanston Square Trust revenues totalled £108k, a significant increase over 2022 revenues of £72k, due notably to improved collections. In 2023, the Committee collected a net £27k in prior year arrears while adding £19k through better collection of current year (2023) Garden Rates.
- This improvement was due to the hard work and efforts of all Bryanston Trust Committee members to raise awareness of the vital need for all Trustees to pay their Garden Rates, without which the gardens could not operate. EB confirmed that although the Act governing the Garden was old, it provides legal options the Committee can and will use to vigorously pursue all non-payers.
- Non-Trustee Key Fees: In addition to Garden Rates paid by Trustees, the Bryanston Square Trust allows a limited number of local non-square residents living on the Portman Estate to access the garden for a fee (currently amounting to £475 per year). Revenues from Non-Trustee fees were stable year-on-year.
- Interest Income: In 2023, the Committee invested Reserve Fund cash in interest-bearing accounts, generating interest income for the Trust.

Expenses

- Garden maintenance: By far the largest cost, the Trust spent £30,672 with Joseph Jones and his team who maintain the garden throughout the year. The Trust spent an additional £4,891 with Joseph Jones on new bed plantings and other soft landscaping projects. Committee members JB and DF worked with Joseph Jones to design these projects. Garden maintenance costs were stable year-on-year, though are expected to increase 20% in 2024.
- Tree Care and Pruning: At £12,300, Tree care & Pruning costs rose substantially in 2023. Two small non-Plane trees had to be felled, adding to 2023 costs. Tree felling costs are very expensive and the Trust has a Long-term Tree Reserve Fund for this purpose. In 2023, the Committee increased the frequency of tree inspections from 1x a year to 2x a year and to cover all trees (i.e., not just the Plane Trees). The hope is that with more frequent tree inspections, the Trust can find disease early and minimise the incidence of tree fellings.
- Hanging Baskets around the Square: These cost the Trust £4,807 in 2023, a substantial increase, with 2024 costs slated to rise to £5,750 (+20%). CLL Barbara Arzymanow stated that Westminster Council had worked hard to avoid any further increase and reminded the AGM that Bryanston Square Trust pays 50% of the cost of these baskets. She pointed out this cost was primarily for the maintenance of the baskets including weekly watering. EB asked the AGM if it wished to continue to pay this cost. Keeping the baskets was unanimously approved by the Trustees present.
- Allocation to the Trust's Reserve Funds: The Committee allocated £17k of 2023 Garden Rates to the Trust's Maintenance & Development Reserve, whose balance reached £51k by 31st Dec. 2023. This amount is now sufficient to embark on the urgent capital expenditures planned for 2024. The Garden's perimeter railings have not been refurbished since 2014, and need to be stripped and repainted to prevent further rusting. The battery-operated gate lock system – installed in 2014 – constantly malfunctions and also needs replacing.

Financial Result

EB concluded the 2023 accounts discussion by reporting a healthy financial position at year-end, with cash funds in excess of £120k (versus £76k the previous year). She noted that £91k of this is ring-fenced - £40k for the Trust's Long-term Tree Reserve Fund, £51k for the Maintenance & Development Reserve Fund – with £15k held as working capital, and the remaining £15k earmarked for other capital expenditure projects (e.g. website) not covered by the Trust's Reserve Funds.

The Bryanston Square Trust's 2023 accounts were put to a vote and unanimously approved.

3) Ratify the 2024 Budget & New Projects

The Committee prepared the 2024 Budget by forecasting all known expenditures taking into account price increases, and using this to determine the required 2024 revenue cover.

Total 2024 Trust expenditures are expected to increase 20%. After remaining flat in 2023, Gardening services are projected to rise 20%. In the first 5 months of 2024, the Committee also spent £1,200 in to repair the faulty gate lock system – an amount it spent over 12 months in 2023. The Committee held its 2024 tree budget constant, but increases in Hanging Basket, Insurance, and other costs result in a 20% overall increase in expected 2024 expenditures.

The Bryanston Square Trust Committee proposed a 20% increase in 2024 Garden Rates to cover the projected increase in 2024 expenditures. The proposed budget was unanimously approved by the Trustees present.

Projects

After nine months in their role, the current Committee has a good hands-on knowledge of what is required to maintain and, where possible, improve the Gardens. It is also well-aware of the cost of required (maintenance) capital projects and the limited available funding.

After completing the budget discussion, EB opened up the AGM to a discussion of new projects, inviting feedback from the Trustees present.

Each Committee member presented the project(s) under their responsibility:

1) Website redesign (BB), 2) Perimeter Refurbishment (EB, DDF), 3) Playground Refurbishment (AM), 4) Parties & Social Activities (SG), 5) Update the Basis for Garden Rates (DDF).

Website Redesign - Beth Barry (BB)

BB assessed the existing Bryanston Garden Trust website and came to 2 conclusions: 1) the existing website's technology was obsolete, and b) its configuration tied the Trust into its current web designer JBD. When JBD sought to increase its 2024 web support fees by 30%, BB contacted other web designers for alternatives. Her specs: 1) future-proof the website to allow ease-of-use and new features (e.g., payment mechanism), and 2) configure the website so the Trust could change its web designer and/or hoster if need be to get the best value for money. While the prices of the bids BB received varied, the vendors were unanimous that the website would need to be redesigned in a different language to achieve the above aims. After evaluating the bids, BB proposed a new web designer, which the Committee accepted, and led the website re-development project. She managed the transition from JBD to the new vendor (Designosaur), and in doing so lowered the annual running costs of the Trust's website. The new website www.bryanstonsquaregarden.com provides a wealth of information on what is happening in and around Bryanston Square, its

history including a photo archive, practical information such as local contact details (Met Police, Marylebone Association, Westminster Council representatives, etc), and information for newcomers to the Square. The website also has a 'Get Involved' link enabling Trustees to submit ideas for the website and for projects they would like to see the Committee take on. The Committee is always looking for Trustees willing to help it manage the gardens; volunteers are welcome to sign up in the 'Garden Trust' section 'Volunteer with the Committee'.

Garden Perimeter Refurbishment – Elizabeth Buckley (EB), Debora Del Favero (DDF)

EB gave an update on the Railings project. The wrought-iron railings around the garden perimeter had not been refurbished since 2014. The paint had chipped off in multiple places, the railings were rusting and in dire need of stripping, treating and redecorating. As of 31st Dec. 2023, the Committee had £51k in the Maintenance & Development Reserve Fund – enough to cover the cost of this refurbishment. The Committee had already collected 4 bids for this project. The aim was to adopt a solution that would protect the railings for another 10 years, and to complete this project in 2024.

EB & DDF explained the perimeter refurbishment project had become more urgent lately because the gate lock mechanisms were constantly failing. At the time of the AGM, only the East Gate worked (Westbourne Management had padlocked the West Gate). Westbourne usually kept replacement parts for the Trust gate locks, but they had none in early 2024. 2 gate handles needed replacing and these were taking months to arrive. Marc Forestier (MF) explained the supply bottleneck to the AGM and apologised on behalf of Westbourne for the delay. EB explained the Committee would seek out a more robust Gate lock solution as part of the perimeter refurbishment project – one that worked off electricity instead of the battery-operated system Westbourne had implemented back in 2014.

Playground Refurbishment – Alex Mills (AM)

AM remarked there was considerable Trustee interest in renovating the garden playground. Each year, the Committee hires an independent inspector to check the status of the playground equipment. While the inspector's recent report confirmed the safety of existing equipment, it also noted an increasing number of repairs. AM explained that public playground equipment must meet strict Health & Safety requirements which makes new equipment extremely expensive. She sourced 2 quotes to replace the existing equipment – both north of £50k – and also analysed the playground equipment in Montagu Square which cost £80k. Half of the cost covered replacing the playground surface, with the other half the new equipment cost.

In light of the Trust's limited funds and the urgency of the Garden Perimeter refurbishment, the AGM decided this project would not be carried out before 2025. Given the high cost of playground equipment, the Committee proposed two options to the AGM: 1) implement new playground equipment over several years, or 2) fund half the cost through Garden Rates and the remainder through donations and fund-raising events. The Trustees present favoured option 2).

Parties & Social Activities – Suzanne Goodman (SG), Denise Farley (DF)

SG explained that the Committee would like to see the garden play a bigger part in the lives of Trustees around the square. The Garden is an amazing space for residents to meet and exchange. The demographics of the Square have also changed, with more families with younger children.

SG presented ideas to bring members of specific groups together in the square: 1) Mother and Toddler Group, 2) Over 65 Group, 3) Teenager Group. SG said she would try first with a Mother and Toddler Group meeting each Tuesday in June 2024 to gauge the level of interest.

SG noted it would be nice to have a Christmas Tree in the garden with lights where children and adults living around the square could add their own decorations.

Annual Summer Garden Party – SG asked Trustees if there was any interest in re-instating a Summer Event/Party. From the Trustees present, there appeared to be interest, though the Committee noted it would need to recruit volunteers to help organise this.

Open Garden Day - DF said Bryanston Square Trust was proud to be part of the London Open Garden Weekend again in 2024. The Garden would be open to all visitors for one day - Sunday 9th June 2024. Volunteers would be needed to man the gate, and anyone willing to help should contact the Committee.

Update the Basis for Garden Rates – Debora Del Favero (DDF)

DDF presented important two observations about the Garden Rates charged around the square: 1) Bryanston Square properties often pay different Garden Rates for the same size property. This is unfair as flats of the same size should be charged the same Garden Rate. Why are there such discrepancies? The current Garden Rate system is based on a “Net Rateable Value” and property dimensions dating back to 1971; since then, many buildings and flats around the square had been reconfigured (e.g. flats joined together, basements excavated, etc), even if the flat numbers remain the same. In 1971, the property stock was very different from what is known today, and a fairer system is required. 2) while the Committee collected an unprecedented £27k in arrears, the level of work required to collect Garden Rates from some Trustees is unsustainable, draining hours of Committee time on collections when this could be better spent on new activities such as those SG described above.

The Committee is looking into ways to update the methods for determining and collecting Garden Rates, and will report progress to the 2025 AGM for its feedback. One method being considered is to allocate a Garden Rate to each of the 22 buildings around the square, and then allocate within each building in the same manner the quarterly service charge is allocated to each property. Each building manager has the most up-to-date information on the flat sizes within their building. This method requires some co-operation from the buildings around the Square, but the Committee’s preliminary contacts with building managers are encouraging.

4) Elect a Committee of Trustees as nominated:

- Beth Miles Barry
- Elizabeth Buckley (Co-Chair)
- Judith Burnley
- Raffaella Bush
- Denise Farley
- Debbi Del Favero (Co-Chair)
- Suzanne Goodman
- Alex Mills

The seven existing Committee members agreed to run for re-election, and one additional nominee, Alex Mills, presented herself for election.

The above Committee was unanimously elected by all Trustees present.

The Committee thanked the Trustees for their confidence and support, and DDF and EB welcomed Alex Mills to the Bryanston Garden Trust Committee.

5) Any Other Business

Trustees attending the AGM raised several other important issues: 1) Security, 2) Foxes, and 3) Benches in need of refurbishment. The Swiss Embassy also provided an update on the planned renovation of the Embassy.

Security

Several Trustees noted there is still suspicious activity around the square at night, as well as Taxi drivers parked and sleeping around the railings of the square, and using the garden as a lavatory. The Committee noted that while criminal or illicit activity outside of the railings is a matter for the Met Police, the Committee had been in touch with the relevant departments at Westminster to increase police patrols around the square. In addition, the Committee gave 2 key fobs to the local Met Police so they may patrol inside the square. EB said the Committee was looking into installing CCTV cameras at the gates as well as more lighting in the trees as part of the perimeter refurbishment, to deter vandalism and petty criminals.

Foxes

Some Trustees noted there were an increasing number of foxes in the area. Others mentioned that residents of some buildings left bin bags on the sidewalks on days that were not refuse collection days, and foxes fed off these. The Committee said it was in touch with the relevant department at Westminster Council about this, who emphasised the best deterrent was to stick to the local refuse collection schedule and to tidy up the garden after parties to deter foxes. Residents who see bin bags sitting around the square were encouraged to report these via the Westminster website:

<https://www.westminster.gov.uk/report-it>. The Committee also asked Joseph Jones' team to remove undergrowth and fill fox holes to deter their presence.

Benches

Some Trustees noted that a few of the benches were old and in need of repair/replacing. The Committee said it would remove the faulty benches and add the replacement of these and refurbishment of the good benches to the 2025 capital expenditure agenda.

Swiss Embassy Renovation – Thomas Wagner (TW)

Swiss Embassy Representative Thomas Wagner gave an update on the Embassy refurbishment project. Due to the planning approval process, he anticipated works would not begin until 2027 with completion projected for 2029. He explained the last Embassy renovation took place over 60 years ago, and this project was needed to bring the buildings up to code. TW said the front façade on the square would be preserved whilst the top floor (roof) and back of the building would be re-built using new materials and techniques to make the building more sustainable and carbon neutral. He also confirmed the height of the building would not be increased. The building would also provide new disabled access and facilities. TW emphasised the Swiss Embassy was delighted to have the privilege of overlooking such a beautiful square. He assured the Trustees their aim was to further enhance the neighbourhood, and he thanked all residents for their understanding and continuous support.

No other business was raised and the meeting closed at 19:30.

Bryanston Square Trust

Unaudited Financial Statement

For the Year Ending 31st December 2024

Income and Expenditure

<u>Income</u>	2024	2023	Notes
Garden Rates	74,839	62,404	
Arrears Collected (Net)	1,024	26,682	
Event Receipts	1,500	1,150	
Donations	-	-	
Other Income	998	-	
Interest Income	2,449	341	
<u>Non-trustee Key Income</u>	<u>16,625</u>	<u>17,125</u>	
	97,435	107,701	
 <u>Expenditure</u>			
Maintenance Contract	34,128	30,672	
Tree Care & Pruning	9,408	12,300	
Gates and Railings	1,206	1,357	
Lawns/Paths/Clearance	3,005	-	
Major Soft Landscaping Projects	5,494	4,891	
Playground Repairs	186	414	
Utilities	229	114	
Hanging Baskets	5,750	4,807	
Printing & Stationery	-	-	
Clerk	5,500	6,000	
Insurance	1,641	1,247	
Professional Fees	-	-	
Website	801	700	
Deposit Refunds	-	1,000	
Miscellaneous	55	60	
Capital Expenditures	46,639	-	N1
	114,042	63,561	
 Surplus/(Deficit) for the year	 <u>(16,607)</u>	 <u>44,140</u>	

Notes

N1 2024 Capital Expenditures covered the following:

- Gate lock system replacement
- Railings refurbishment
- Electrification work (electricity in square brought up to current norms)
- Website upgrade

Balance Sheet

Fixed Assets		1,000
Current Assets		
Cash at bank	104,767	
Debtors	<u>12,195</u>	
	116,962	
Less Current Liabilities		
Prepaid Garden Rates	937	
Creditors	1,000	
Debtors	<u>12,195</u>	
	14,132	
Net Current Assets		102,830
Total Assets		103,830

The end-year cash balance of £104,767 was held as follows:

Cash & cash equivalents	43,406	
Maintenance & Development Reserve	21,361	
Long-term Tree Reserve	40,000	
		<u>104,767</u>

Notes

- 1 Fixed assets comprise the Garden Shed, Railings and the Key System (including keys). Their insured value is £272,839.

Cash Flow for the period	2024	2023
1st January - 31st December		
Cash balance at 1st January	120,375	76,235
Income	97,435	107,701
Expenditure	114,042	63,561
Net Deposits received	1,000	-
Cash balance at 31st December	104,767	120,375

Bryanston Square Trust

Budget proposal for the period 1st January 2025 - 31st December 2025

Revenue and Expenditure overview	Budget 2024	Actual 2024	Variance	Budget 2025e	Notes
Revenue	£	£	£	£	
* Trustee Garden Rates	76,516	74,839	(1,677)	76,516	N1
* Non-Trustee Key Fees	13,300	16,625	3,325	13,300	
* Arrears Collection net	5,000	1,024	(3,976)	5,000	
* Garden Party Contributions	-	1,500	1,500	-	
* Other Income	-	998	998	-	
* Interest Income	2,000	2,449	449	1,058	
Total Revenue	96,816	97,435	619	95,873	
 Total Cash Expenditure (as detailed below)	 96,393	 114,042	 17,650	 99,487	
 Operating Outcome pre-Capex	 2,173	 13,032	 3,664	 3,664	
Operating Outcome net of all Capex	423	(16,607)	(3,613)	(3,613)	
 Opening balance	 120,375	 120,375	 104,767	 104,767	
Closing Balance	120,798	104,767	101,154	101,154	

Details of Expenditure	Budget 2024	Actual 2024	Variance	Budget 2025e	Change
Garden Costs	£	£	£	£	£
* Gardening Maintenance Contract	35,280	34,128	(1,152)	35,280	-
* Other Gardening Services	3,000	3,005	5	3,000	-
* Major Soft Landscaping Projects	6,300	5,494	(806)	6,300	-
* Tree Care & Pruning	12,000	9,408	(2,592)	12,000	-
* Railings, Gates, Locks & Fobs Maintenance	2,000	1,206	(794)	2,000	-
* Playground Safety Report & Repairs	500	186	(314)	500	-
* Hanging Baskets	5,750	5,750	-	5,900	150
* Utilities	200	229	29	250	50
* Annual Contribution to Maintenance & Development Reserve	17,000	17,000	-	12,000	(5,000)
* Contingency	3,000	-	(3,000)	3,000	-
	85,030	76,406	(8,624)	80,230	
 Administration					
* Printing & Stationery	50	-	(50)	50	-
* Clerk	6,000	5,500	(500)	6,500	500
* Website Maintenance	663	801	139	680	18
* Insurance	1,400	1,641	241	1,700	300
* Professional Fees	1,500	-	(1,500)	3,000	1,500
* Miscellaneous	-	55	55	50	(5)
	9,613	7,997	(1,615)	11,980	
 Capital Expenditures - Use of Maintenance & Reserve Fund					
* Railings, Gates, Locks & Fobs Capex	-	44,889	-	6,277	
* Website Upgrade (Special Project)	1,750	1,750	-	2,000	
* Playground Capex	-	-	-	-	N2
* Wooden Bench Refurbishment	-	-	-	11,000	
	1,750	46,639	19,277	19,277	
 Total Expenditure (as detailed above) Incl. Annual Contrib. to Maintenance & Development Reserve	 96,393	 131,042	 111,487	 111,487	

Notes

N1 the Committee proposes no increase to 2025 Garden Rates after confirming the above 2025 expense assumptions with all its vendors

N2 In 2026, the Committee hopes to replace the existing playground equipment in the garden. New playground equipment must meet strict Health & Safety standards and is very expensive (£60k to replace the current equipment). Clearly, the Garden Trust cannot afford this project on the basis of its budget alone. In 2025, the Committee will solicit donations to a new Playground Reserve Fund to help this project see the light of day.

The BST Committee is very grateful for any voluntary contributions Trustees and/or Non-Trustees wish to make in 2025 (Reference: Playground Reserve Fund).