

Arboricultural Association

# 2022 ANNUAL SUMMARY

For the year **2022-2023** to include summary financial accounts for **2022**



Arboricultural  
ASSOCIATION

[trees.org.uk](http://trees.org.uk)



The 2023 AGM will take place via Zoom digital conferencing on **Thursday August 31<sup>st</sup>, 2023 at 6pm**

**The home of tree care**



# Your contacts at the Association

## As of July 1<sup>st</sup>, 2023

### Volunteers (not remunerated);

All contact details can be found on the Association website [www.trees.org.uk](http://www.trees.org.uk)

#### Arboricultural Association Trustees:

- **Chair** – Michelle Ryan
- **Vice Chair** – Paul Barton
- **Co-opted Treasurer** – Andrew Longland
- **Other Trustees:** Keith Sacre, Alan Simson, Stella Bolam, Sarah Armstrong, Elizabeth Nicholls, Steve Westmore, Rob Murison and Neil Davies

#### Arboricultural Association Trading Ltd Directors (AATL):

Directors of the AATL are the Chair,  
Vice Chair, CEO and Finance Manager

#### Committee and Working Group Chairs:

- **Finance & Governance Committee**  
*Chair* – Paul Barton
- **Resources Committee**  
*Chair* – Stella Bolam
- **Standards Committee**  
*Chair* – Keith Sacre
- **Arborists' Working Group (AWG)**  
*Chair* – Simon Putt
- **Consultants' Working Group (CWG)**  
*Chair* – Nick Bolton
- **Utility Arboriculture Group (UAG)**  
*Chair* – Andy Gardner
- **Women in Arboriculture (WIA)**  
*Chair* – Mandy Maynard

#### The Branches:

Contact details of all branches can be found on the Association website – [www.trees.org.uk](http://www.trees.org.uk)

- Cornwall
- East Anglia
- Ireland
- Midlands
- Northern
- Scotland
- South Eastern
- Thames and Chiltern
- Wales
- Western



#### Arboricultural Association

The Malthouse, Stroud Green, Standish, Stonehouse,  
Gloucestershire, GL10 3DL, United Kingdom

Tel: **+44 (0)1452 522152**

Email: [admin@trees.org.uk](mailto:admin@trees.org.uk)

## Association Representation and Liaison: as of July 1<sup>st</sup>, 2023:

- **Action Oak**  
– Simon Richmond
- **All Party Parliamentary Gardening Horticulture Group (APPGHG)**  
– John Parker
- **Ash Die Back Health and Safety Taskforce**  
– Michael Sankus and John Parker
- **British Standards Institution B/213 Trees** – John Parker
- **European Arboricultural Council**  
– Jonathan Cocking, Charles McCorkell and John Parker
- **European Forum on Urban Forestry**  
– John Parker
- **European Horticulture Group**  
– John Parker and Alan Simson (Planning & Infrastructure Subcommittee)
- **Fund 4 Trees**  
(fund raising activity Ride for Research)  
– Mick Boddy and Andy Hirons
- **HSE Arboriculture and Forestry Advisory Group (AFAG)**  
– Simon Richmond and Andy Gardner (UAG)
- **London Urban Forest Group**  
– John Parker
- **National Highways Sector Scheme 18**  
– Martin Lennon
- **National Tree Safety Group**  
– Simon Richmond
- **OPM Advisory Group**  
– John Parker and Simon Richmond
- **Plant Health Alliance**  
– John Parker and Keith Sacre
- **Scottish Tree Health Advisory Group**  
– William Hinchliffe and Fiona Melville
- **Society for the Environment**  
– Association contact: Jessica Palfreyman
- **Trees and Design Action Group**  
– Association contact: Mark Hemming

## Staff

(Staff listing as of July 1<sup>st</sup>, 2023)

(All staff contact details can be found on the website)

- **Kate Beamish**, Finance and Publications Administrator
- **Charlotte Bohin**, Business Administrator (Training)
- **Hanif Bhula**, Finance Manager
- **Sarah Bryce**, Business Administrator (Registered Consultant Scheme) and Production Editor of the ARB Magazine
- **Jenny Faice**, Business Administrator (Training)
- **Maisey Hammond**, Marketing Assistant
- **Mark Hemming**, Technical Officer
- **Françoise Henrion-Brown**, Business Development Manager
- **Steve Hodsmen**, Marketing and Communications Manager
- **Sarah Jackson**, Training, Events and Fundraising Manager
- **Georgina Murray**, Business Administrator
- **Jess Palfreyman**, Membership & Systems Manager
- **John Parker**, Chief Executive Officer
- **Simon Richmond**, Senior Technical Officer and Editor of the ARB Magazine
- **Paul Smith**, Technical Officer (Contractor Accreditation Schemes)
- **Andrew Stewart**, Business Administrator (Events)
- **Polly Stone**, Business Administrator (Contractor Accreditation Schemes)
- **Jane Stuart**, Business Administrator

# Association Reports 2022-23



## Report of the Chair of Trustees for the period AGM 2022 – AGM 2023

As you can see from the figures presented in this Annual Summary, the Association delivered a very successful financial year in 2022. This was achieved thanks to a lot of activity in every area of the organisation's work, which helped us increase our membership numbers to another record high at the end of that year. Not long after AGM 2022 the Association held a well-received Amenity Conference in Loughborough University, our first in-person Conference since before the pandemic. More than 200 delegates came together to enjoy a great event and some world-class presentations and workshops. The Association team has also held two Arb Shows since the last AGM. In September 2022 this was held as part of APF, and then in May 2023 we returned to Westonbirt where more than 6000 people came through the gates of the arboretum over the two-day event.

An important achievement in the period AGM 2022 – AGM 2023 was the development of a new Committee structure. Our three new Committees are the Finance & Governance Committee (Chaired by Paul Barton), Resources Committee (Chaired by Stella Bolam) and Standards Committee (Chaired by Keith Sacre). We believe that this new structure will offer more effective governance and will be of more assistance to the work of the Association. We are also working on reviewing our working parties and updating their terms of reference in order to make sure we continue to engage our membership and utilise the vast wealth of knowledge and experience our volunteers have. If you are interested in joining a working party or would like to find out more about volunteering for the Association then please contact the Association at [admin@trees.org.uk](mailto:admin@trees.org.uk)

I would like to make special mention of a particular group of volunteers – the Board of Trustees – who give up so much of their time to help the Association. We currently have a very strong Board with a great range of skills and experience, and have made best use of our co-opted spaces to fill some of the key skills gaps which we have previously identified. I am also very grateful to the support which our Treasurer, Andrew Longland, has offered since he took up the role in 2021. Unfortunately, Andrew will be standing down at AGM 2023, and on behalf of the Board and the whole organisation I would like to thank him for his efforts – we wish him all the best for the future. Big thanks are also due to Alastair Durkin, who became a Trustee in 2015 and stepped down at the beginning of 2023.

There is so much going on at the Association that it is impossible to mention everything, but there is one particular project I would like to draw your attention to which has been a real priority for all of us this year. This is the work we are doing on succession in arboriculture. Where is the next generation of arboriculturists coming from, how do we identify them and encourage them to join arboriculture, and then stay there and develop their careers? And how do we make sure that we achieve diversity in our sector? The Association has done a lot on this since AGM 2022, including setting up a working group with representatives of several other partner organisations in an attempt to identify the issues and find ways to overcome them. Please look out for updates in future ARB Magazines.

Hopefully you will find this Annual Summary of interest and will agree that it is a very positive reflection of the work which has been going on. Many thanks to the team at the Malthouse for everything they do, and to all of our volunteers and members.



I hope you will find the information on the following pages interesting and encouraging, and that this Annual Summary gives you a good flavour of what your Association is doing. These are exciting times and there are some great opportunities out there for arboriculture and for the Association. We will continue to do what we can to make the most of this for the benefit of you, our members, and of the wider tree care community.

**Michelle Ryan**  
*Chair of Trustees*

## Report of the Chief Executive Officer for the period AGM 2022 – AGM 2023

It feels to me that the period between the AGMs in 2022 and 2023 has been one of consolidation, as we at last settle down into the world as we find it post-pandemic. Things will never quite be the same as they were in early 2020 before Covid, and in some cases that is a very good thing, but we seem to have reached some stability in whatever the 'new normal' looks like. One of the most obvious signs of this has been the successful consolidation between in-person and online events, with the period between AGM 2022 and AGM 2023 seeing the return of our two biggest in-person events – Arb Show at Westonbirt and Conference at Loughborough – as well as a successful webinar series watched by more than 4400 people from around the world.

We have also continued to maximise the potential of online activities in other areas of the business. This includes using online reassessments to complement on-site inspections in the Approved Contractor Scheme and online training as a key part of our training output. In terms of day-to-day activities, we now hold two Board meetings a year online, as well as many of our committee and working group meetings. Some of our Branches have also started using online meetings for their committees and AGMs. Like many other organisations, we have found that online activities can save time and money and in some cases can be just as effective as the old way of doing things. However, face-to-face contact is and always will be absolutely essential and to this end we continue to ensure that the in-person experience of attending Conference or ARB Show offers something that the online versions never could.

“Very few people know or give credit to the science of tree care, or arboriculture, to give it its proper title.” These words could have been written today, but in fact this is a quote from an article by Bill Matthews which was published in the ARB Magazine of December 1971. Have things improved in this respect in any real sense in the intervening half century? Unfortunately, one of the key challenges facing our sector remains the fact that so many people actually know what arboriculture is. Much of our focus over the past twelve months has been trying to address this, whether through producing public-facing materials and resources, attending external events, visiting schools and careers days, lobbying government and much, much more.

It is this lack of recognition of arboriculture which sits behind many of the other challenges we face, including particularly the succession crisis. The Association has been doing a lot of work on this issue over the last year and will continue to do so, working with partner organisations across arboriculture to identify common problems and find practical solutions. Part of this work has involved setting up two groups – the Succession in Arboriculture Group and the Education Working Group, with the latter offering for the first time a forum in which all of the arboricultural education providers in the UK can come together to share ideas and experiences and help us as we try to secure the future of our sector.



As ever, I would like to express my thanks to all of you – volunteers, members and Association staff – for everything you do.

**John Parker**  
*Chief Executive Officer*

## Report of the Treasurer for the period January 1<sup>st</sup>, 2022 – December 31<sup>st</sup>, 2022

2022 was a sound and consolidating year after a record performance in 2021. Total income was £1,508,334, an increase of 10% compared to 2021 (£1,368,802), taking it back to above pre-pandemic levels (£1,460,919 in 2019). Expenditure levels increased to 95% of income compared to 88% in 2021, but this was still below the pre-pandemic level of 97% in 2019.

Face to face Amenity Conference was held for the first time since the pandemic, at Loughborough University, and this contributed 8% to the total income.

The surplus for the year was £64,521 (£161,657 in 2021) another good result which helps us to build up our reserves. A further £137,261 was also added to reserves as a result of gains from the revaluation of the Association's property.

The surplus allows the Charity to continue to provide an ever-improving service to members, and to increase activities in line with the Association's charitable objectives and the vision as set out in the Strategic Plan for 2022-24.

The Association's Balance Sheet continues to get financially stronger with a value of £1,073,286, the majority of which is represented by the freehold land and property at the Malthouse.

The cash in hand was £484,110 as of December 31<sup>st</sup>, 2022. The previous year it was £471,173. The balance on the Coronavirus Business Interruption Loan (CBIL), taken out in 2020, is down to £143,000 from £200,000.

We expect the Association to show a small loss in 2023, caused largely by a projection of a very modest increase in membership income set against significant increases in costs, including payroll.

This year will also see a new Treasurer appointed to the Board, as I will step down after the AGM in 2023. I would like to thank all of the Board members and the Association staff team in helping me carry out my duties since my appointment to this post.



Finally, I wish the Association all the best in the future and am sure it will continue to grow from strength to strength.

**Andrew Longland**  
*Treasurer*

## Report of Arboricultural Association Trading Ltd (AATL) for the period January 1<sup>st</sup>, 2022 – December 31<sup>st</sup>, 2022

The accounts of AATL have been approved by the company's auditors. Being wholly owned by the Association, these accounts are incorporated within the Association's annual accounts. The company's accounts have been approved by the Directors of AATL. The AATL Directors express their thanks to the Association's staff team who continue to make AATL a success.

**Michelle Ryan**  
*Chair of Trustees*

# Association 2022 accounts and audit

## Receipt of the Accounts of the Association for Financial Year 2022

### Trustees' Statement

The accounts have been audited and given an unqualified report. Copies of the accounts have been filed with Companies House and will be filed with the Charity Commission by the due date.

A full copy of the audited accounts for 2022 is available on the website ([www.trees.org.uk/About-Us/Policies-and-Reports](http://www.trees.org.uk/About-Us/Policies-and-Reports)) or may be obtained from the registered office at The Malthouse, Standish, Stonehouse, Gloucestershire, GL10 3DL, United Kingdom.

A summary for 2022 with a comparison to 2021 is provided in the following pages, as well as details showing year-to-date performance in 2023 alongside the 2023 budget and forecast.

The Association's Strategic Plan 2022-24 was adopted in October 2021 and came into force on January 1<sup>st</sup>, 2022. This Strategic Plan has been communicated to all members of the Association and other stakeholders.

### Michelle Ryan

*Chair of Trustees*

## Independent auditor's report to the members and Trustees of the Association

The summary financial accounts for the year ended December 31<sup>st</sup>, 2022 included in this report do not constitute statutory financial statements. The summary financial accounts are extracted from the Group's consolidated statutory financial statements for the year ended December 31<sup>st</sup>, 2022. The auditor has reported on those consolidated financial statements; their report was unqualified and did not contain statements under s498 (2) or (3) Companies Act 2006 or equivalent preceding legislation.

### Scott Lawrence

*Senior Statutory Auditor*

*For and on behalf of Hazlewoods LLP, Statutory Auditor*



## Arboricultural Association Summary Financial Information

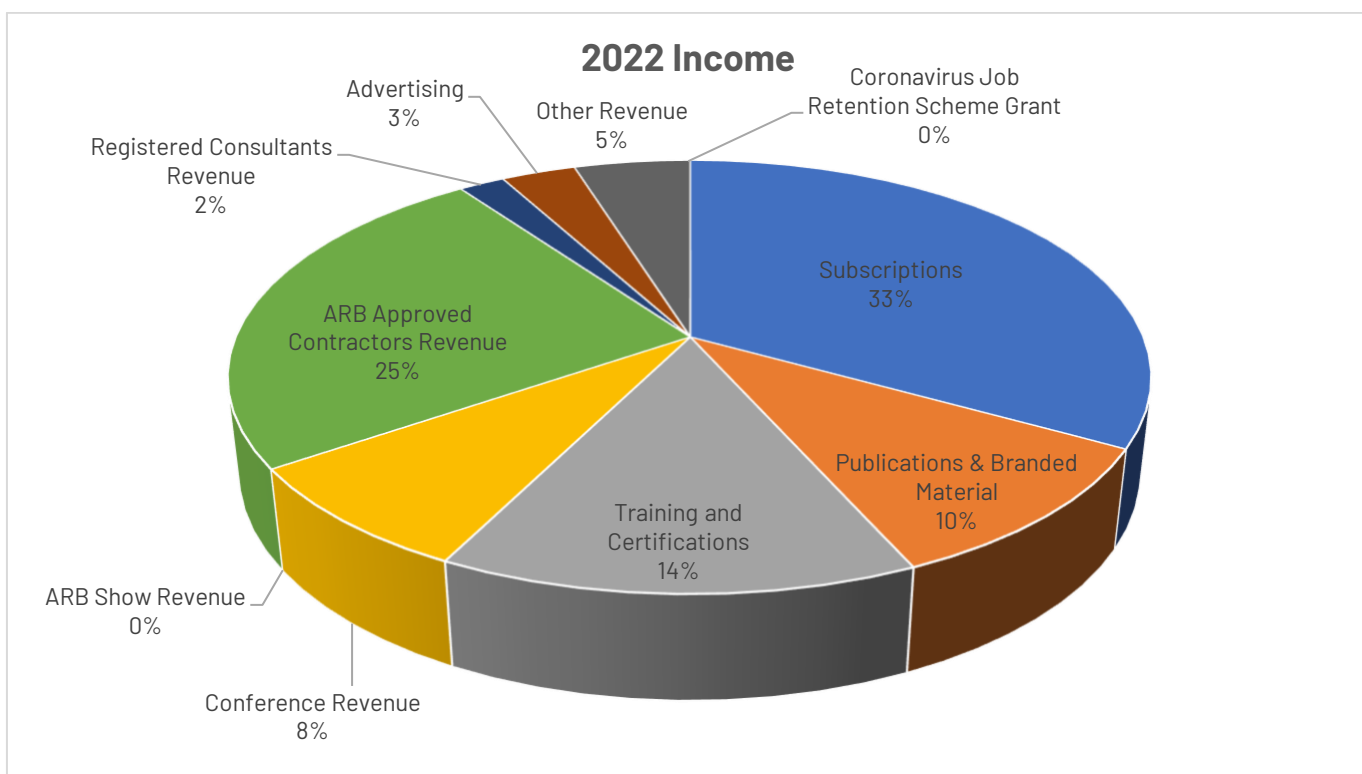
### January 1<sup>st</sup>, 2022 – December 31<sup>st</sup>, 2022

Summary consolidated income and expenditure account	2022			2021		
	Income £'000	Expense £'000	Total £'000	Income £'000	Expense £'000	Total £'000
<b>Activities to further the charity's objectives:</b>						
Subscriptions	499.2	(97.9)	401.3	470.6	(64.1)	406.5
Publications	154.1	(142.5)	11.6	231.0	(154.7)	76.3
Conferences	120.8	(133.3)	(12.5)	34.1	(67.4)	(33.3)
Workshops and seminars	212.8	(196.2)	16.6	182.2	(113.8)	68.4
Trade fair	-	(66.4)	(66.4)	-	(6.1)	(6.1)
Meeting costs	-	(35.4)	(35.4)	-	(37.0)	(37.0)
Newsletter and journal	-	(83.7)	(83.7)	-	(82.9)	(82.9)
Political expenditure	-	(11.2)	(11.2)	-	(20.2)	(20.2)
Coronavirus Job Retention Scheme Grant/Other Grants	-	(20.9)	(20.9)	13.7	(6.0)	7.7
	<u>986.9</u>	<u>(787.5)</u>	<u>199.4</u>	<u>931.6</u>	<u>(552.2)</u>	<u>379.4</u>
<b>Activities to generate funds:</b>						
Consultants and contractors	401.3	(331.6)	69.7	334.3	(315.8)	18.5
Marketing and advertising	46.9	(10.1)	36.8	44.8	(13.4)	31.4
Promotion	-	(86.0)	(86.0)	-	(80.5)	(80.5)
Management and administration	-	(122.6)	(122.6)	-	(133.8)	(133.8)
Committees and governance	-	(25.5)	(25.5)	-	(28.8)	(28.8)
Branch expenditure	-	(13.3)	(13.3)	-	(15.6)	(15.6)
Technical support	-	(67.2)	(67.2)	-	(67.0)	(67.0)
Interest received	1.1	-	1.1	0.1	-	0.1
Other activities	72.1	-	72.1	58.0	-	58.0
	<u>521.4</u>	<u>(656.3)</u>	<u>(134.9)</u>	<u>437.2</u>	<u>(654.9)</u>	<u>(217.7)</u>
<b>Totals:</b>	<b><u>1,508.3</u></b>	<b><u>(1,443.8)</u></b>		<b><u>1,368.8</u></b>	<b><u>(1,207.1)</u></b>	
<b>Net income over expenditure:</b>			<b>64.5</b>			<b>161.7</b>
Gains on revaluation of fixed assets			137.3			0.0
<b>Surplus of income over expenditure</b>			<b><u>201.8</u></b>			<b><u>161.7</u></b>

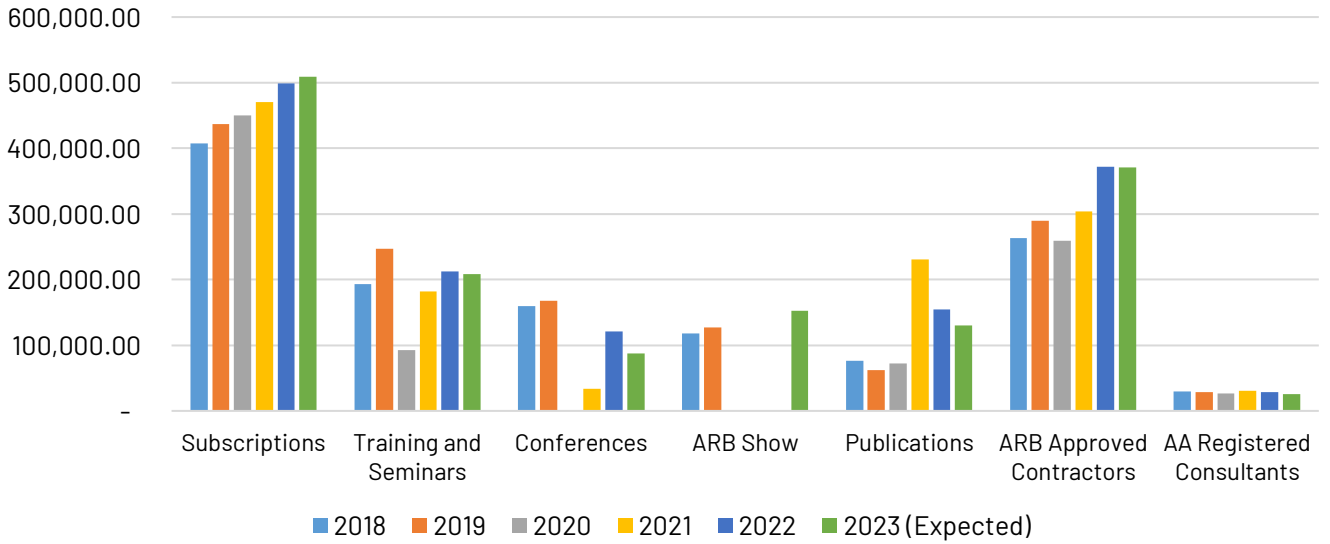


Summary consolidated balance sheet	2022		2021	
	£'000	£'000	£'000	£'000
<b>Fixed assets:</b>		866.4		743.6
<b>Current assets:</b>				
Stock	42.6		31.3	
Debtors	134.7		83.9	
Cash at bank and in hand	484.1		471.2	
	<u>661.4</u>		<u>586.4</u>	
<b>Creditors due within one year:</b>	<u>(351.2)</u>		<u>(315.2)</u>	
		310.2		271.2
<b>Creditors due after one year:</b>		(103.3)		(143.3)
		<u><b>1,073.3</b></u>		<u><b>871.5</b></u>
<b>Funds:</b>				
Restricted fund		6.1		6.1
Unrestricted fund		925.0		860.5
Revaluation reserve		137.3		0.0
Non-charitable reserves		4.9		4.9
		<u><b>1,073.3</b></u>		<u><b>871.5</b></u>

## Graphical representation of 2022 income



### Income per year for Subscriptions, Training, Conference, ARB Show, Publications, ARB Approved Contractors and AA Registered Consultants



#### Summary consolidated movement in reserve funds

31 December	Unrestricted Funds/Revaluation Reserve £	Restricted Funds £	Total £	Movement on previous year £
2017	703,264	6,086	709,350	46,656
2018	747,738	6,086	753,824	44,474
2019	790,865	6,097	796,962	43,138
2020	703,750	6,097	709,847	(87,115)
2021	865,407	6,097	871,504	161,657
2022	1,067,189	6,097	1,073,286	201,782

## Presentation of the Budget and Performance for 2023 and Re-forecast Data as at 30 June 2023

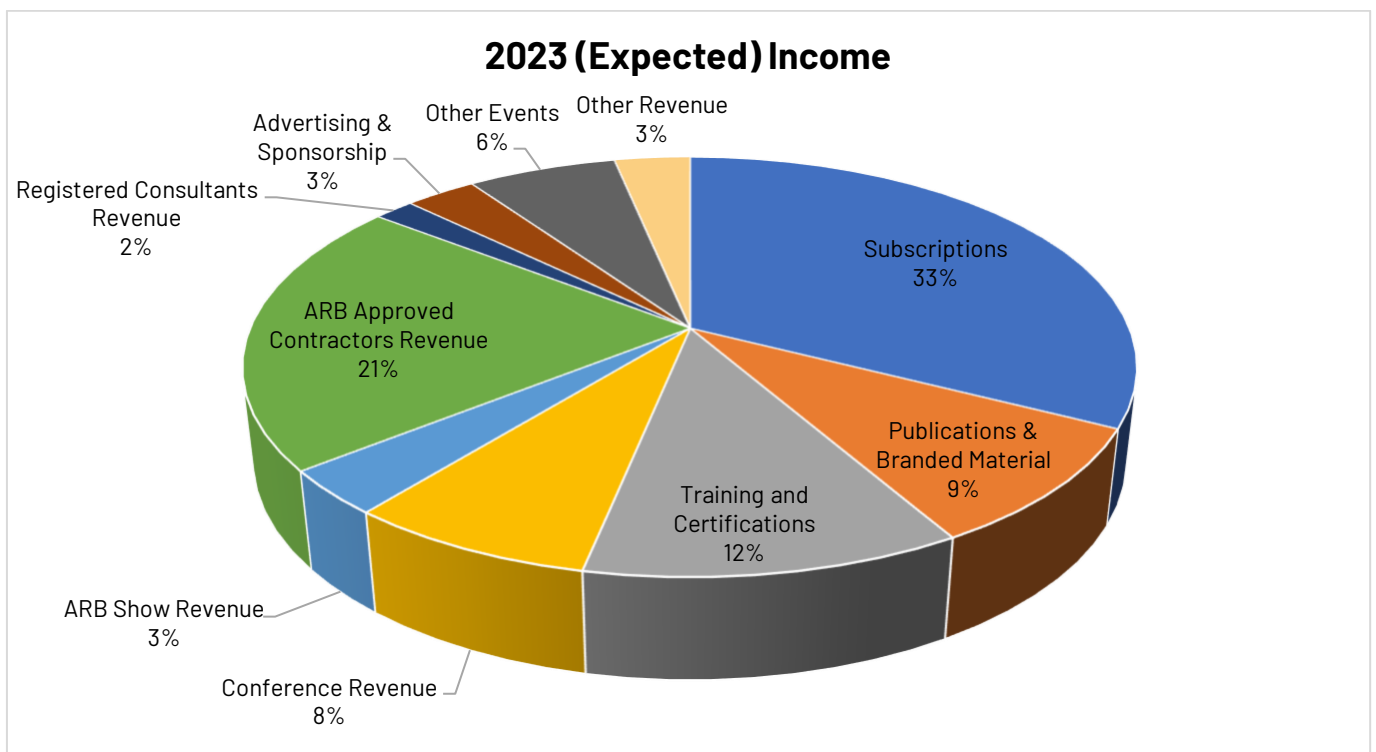
In accordance with the Association's established practice, a Business Plan and a Budget for 2023 were approved by the Board of Trustees at the start of the financial year. Performance against Budget is monitored regularly. At the present time – August 2023 – there is no reason to believe that the final outcome for the year will be materially at variance to Budget.

	Final 2022	Budget 2023	Actual/Forecast June 2023
<b>Sales</b>			
Subscriptions	499,226	508,161	508,975
Training & Certifications	211,020	195,000	208,670
Amenity Conference Revenue	83,286	85,000	87,958
ARB Show/APF Revenue	16,513	115,000	152,281
In person events (including Branches)	28,133	30,000	28,004
Online Events	2,698	25,000	-
Approved Contractors Revenue	372,372	368,095	370,669
Registered Consultants Revenue	28,927	25,000	25,994
Publications	154,174	120,000	130,332
Advertising Revenue	46,857	45,000	31,571
On demand Events	-	10,000	1,812
VET Cert Project Revenue	25,702	40,000	37,887
Other Revenue	39,426	40,000	43,303
<b>Total - Sales</b>	<b>1,508,334</b>	<b>1,606,256</b>	<b>1,627,456</b>
<b>Purchases</b>			
Membership Expenses	8,886	11,000	10,198
Training expenses	84,874	82,000	89,465
Amenity Conference Expenditure	80,982	70,000	70,000
ARB Show/APF Expenses	22,663	90,000	99,366
In person events	23,094	10,000	20,382
Online Events	546	500	756
Approved Contractors Expenditure	169,095	156,552	151,532
Registered Consultants Expenditure	8,079	11,000	13,788
Publications Expenses	44,346	30,000	34,198
Marketing Expenditure	49,783	50,000	43,471
Partner Sponsorship	4,135	5,000	4,750
Research Grant	5,000	5,000	5,000
Editor's Expenses	16,827	21,000	19,052
APPGHG/OHRG	6,000	12,000	12,688
Climbing competitions	-	5,000	8,978
VET Cert Project Expenditure	15,778	32,000	31,658
Other Purchases	-	1,000	419
<b>Total - Purchases</b>	<b>540,088</b>	<b>592,052</b>	<b>615,701</b>
<b>Gross Income</b>	<b>968,246</b>	<b>1,014,204</b>	<b>1,011,755</b>

**Overheads**

Member Publications Expenses	55,101	62,000	49,752
Trustees Expenses	3,481	5,000	7,077
Committees & Other Meetings	87	1,000	500
Branch Events	7,345	5,000	5,949
Staff Expenses	16,402	15,000	14,911
Finance Expenses	20,538	20,250	22,784
Property Costs	18,812	24,000	23,708
Administration Expenses	95,793	100,000	102,283
Staff Overheads	586,373	715,089	716,484
Staff/Trustee Development	-	5,000	2,085
Internet Support and Administration	35,484	38,000	36,269
Legal & Professional Fees	23,494	23,500	23,901
Depreciation, Disposal & Bad Debt	35,403	35,000	34,365
Malthouse Loan Interest	5,412	6,000	5,024
<b>Total - Overheads</b>	<b>903,725</b>	<b>1,054,839</b>	<b>1,045,092</b>
<b>Surplus before Contingency expenses</b>	<b>64,521</b>	<b>(40,635)</b>	<b>(33,337)</b>
(Gains on revaluation of assets)/Contingency costs	(137,261)	10,000	4,165
<b>Surplus Income</b>	<b>201,782</b>	<b>(50,635)</b>	<b>(37,502)</b>

**Graphical representation of 2023 (Expected) income**





# Annual General Meeting 2023

## Appointment of auditors for the 2023 Accounts

It is recommended that the following be reappointed as auditors for the coming year:

### **Hazlewoods LLP**

Business Advisors and Chartered Accountants

Windsor House, Bayshill Road, Cheltenham, GL50 3AT

## Board of Trustees AGM 2022–2023

After the Annual General Meeting (AGM) in 2022 there were nine elected Trustees of the Association.

Michelle **Ryan** (2022), Chair

Paul **Barton** (2020), Vice Chair

Stella **Bolam** (2022)

Neil **Davies** (2022)

Rob **Murison** (2022)

Keith **Sacre** (2019)

Alan **Simson** (2019)

Steve **Westmore** (2021)

*(Brackets show year of election).*

In addition to the above, three Trustees were co-opted onto the Board between AGM 2022 and AGM 2023.

Andrew **Longland** (2021), Treasurer

Sarah **Armstrong** (2022)

Elizabeth **Nicholls** (2022)

At each AGM, all Trustees who have served a term of three years shall retire from office, other than any Trustee who is in mid-term of office as Chair.

At the close of the period AGM 2022 – AGM 2023, there will one vacancy due to a Trustee reaching the end of their term, and one due to resignation.

These are:

Paul **Barton** (term ends in 2023)

Alistair **Durkin** (Resigned in 2023)

## Honorary Titles: President and Vice Presidents

**President:** Position vacant

**Vice Presidents:** Mr Robin Harper

Mr Robert Hillier OBE

Sir Joseph Alan Meale

Mr Tony Kirkham MBE

## Election of Association Trustees at AGM 2023

Any member of the Association is entitled to nominate themselves for election to the role of Trustee, including those retiring as Trustees (unless they have served three consecutive terms of office).

The following Trustees are entitled to remain as Trustees without standing for election:

Michelle **Ryan** (2022), Chair

Stella **Bolam** (2022)

Neil **Davies** (2022)

Rob **Murison** (2022)

Keith **Sacre** (2019)

Alan **Simson** (2019)

Steve **Westmore** (2021)

*(Brackets show year of election).*

### **Nominations received for Trustee Election 2023**

Valid nominations have been received from seven nominees:

Paul **Barton**,

Henri **Ghijben**,

Paul **Jenks**,

Sarah **Kiss**,

Billy **Ryan**,

Robert **Widd**,

Naomi **Zürcher**

## Trustee election process 2023

Voting is undertaken electronically during August, with the results announced at the 2023 AGM on August 31<sup>st</sup>, 2023.