

With best wishes

Bernadette

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**From:** [REDACTED] <[REDACTED]@royalmail.com>  
**Sent:** 16 October 2017 11:53  
**To:** Bernadette O'Sullivan  
**Subject:** Funds

Hi Bernadette

I hope that you are keeping well.

Apologies for having to chase on this but do you have any indication when we should receive the £25k back as I have been asked the question?

[REDACTED]  
Senior Community Investment Manager

Royal Mail Group

100 Victoria Embankment

London

EC4Y 0HQ

Tel no [REDACTED]

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\*\*\*\*\*  
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#### 4. Ian and Carol Sellars

Funds received to 31 July 2017 is £21,000

This was obtained at Gala auction - auction monies received in respect of an auction lot purchased at auction are equivalent to monies received in exchange for the purchase of a prize.

Funds received on the basis that the funds represent monies for a successful auction bid not delivered, they are entitled to have returned.

Documents included:

1. GBT letter of thanks to Sellars' on 26/11/16
2. Emails between Ian Sellars and BOS to 30/10/17 requesting return of funds
3. GBT letter dd 15/11/17



Mr I Sellars  
1 Ranelagh Avenue  
London  
SW6 3PJ

26 September 2016

Dear Ian

**GARDEN BRIDGE BENCH**

It was with great pleasure that we received your very generous donation of support towards the Garden Bridge at the Harrods Gala in June 2015, of £21,000 for a bench. The Garden Bridge is a very special project for London and each gift is extremely important.

A unique feature of the Garden Bridge will be its benches. Heatherwick Studio will design a limited number, which will be placed to offer the most dramatic views of London. The completed designs and locations for the benches have now been finalised and I will, in due course, share these with you, so you can select your bench and its location.

Each bench will feature an acknowledgment of up to 100 characters. The Garden Bridge Trust is still in the process of finalising how this might look and will update you as soon as this is confirmed. I have attached four images to show you how donor acknowledgment currently looks (as per Appendix 1). We will work with you closely to ensure that you are happy with the wording and position. Your selected acknowledgment will remain for the lifetime of the bench, which has been confirmed by the designers as a minimum of 25 years.

It will be the responsibility of the Garden Bridge Trust to ensure the upkeep of your bench, guaranteeing it can be enjoyed safely by all visitors to the Garden Bridge. In the unlikely event the Garden Bridge does not progress as planned, your donation will be returned to you in full.

Garden Bridge Trust Chairman, Lord Mervyn Davies, has signed this letter to confirm that the Garden Bridge Trust has received your donation on the terms set out and I should be most grateful if you would indicate whether you are content on the terms set out by signing, dating and returning the enclosed copy of this letter.

If you have any queries, please do not hesitate to contact my colleague, Crispin Rees, via telephone on [REDACTED] or via email at [REDACTED]@gardenbridge.london

Thank you again for your commitment, your support is greatly appreciated and essential to making the Garden Bridge a reality

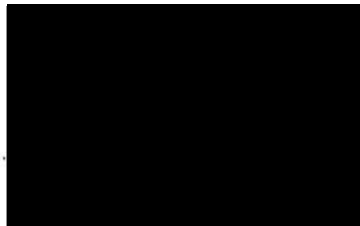
Yours sincerely

[REDACTED]  
Bernadette O'Sullivan  
Director of Development, Garden Bridge Trust



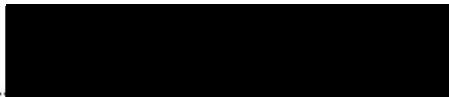


Signed by: ...  
Ian Sellars



Date: 29.9.16

Signed by: .....  
Lord Mervyn Davies, Chairman of Trustees, Garden Bridge Trust

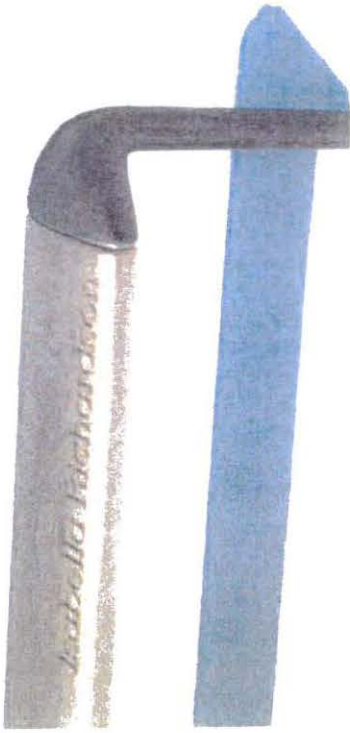


Date: 26.09.16

*Please retain one copy for your records and return one copy to.*

*Bernadette O'Sullivan  
Director of Development  
Garden Bridge Trust  
Somerset House  
Strand  
London  
WC2R 1LA*

Appendix 1



Bench Naming



Bench Phrase / Poem (100 Characters)



## Jane Hywood

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**From:** Ian Sellars <[REDACTED]@outlook.com>  
**Sent:** 30 October 2017 07:59  
**To:** Bernadette O'Sullivan  
**Cc:** Bee Emmott  
**Subject:** Re: Garden Bridge Trust

Thanks Bernadette  
Ian

Ian Sellars  
1 Ranelagh Avenue  
London SW6 3PJ

On 29 Oct 2017, at 16:04, Bernadette O'Sullivan <[REDACTED]@gardenbridge.london> wrote:

Dear Ian

Good to hear from you. We have now collated all requests from our donors however we are still in discussion with one supplier over their claim but we hope to have this resolved in the next few weeks.

We will then take this to TFL to agree the handover of the liability funds which they have set aside. They have assured us that they will turn this around swiftly but have not given any indication yes as to the timescale.

I am very sorry that this is taking much longer than any of the trustees had anticipated. I will endeavour to update you with any further news.

Thank you for your patience. Please be assured that the trustees wish to have everything resolved swiftly however some of the decision making is outside of their control. Lord Davies is keeping the pressure on.

If you have any additional questions in the meantime please don't hesitate to come back to me.

With best wishes

Bernadette

---

**From:** Ian Sellars <[REDACTED]@outlook.com>  
**Sent:** 28 October 2017 19:30  
**To:** Bernadette O'Sullivan  
**Subject:** Re: Garden Bridge Trust

Bernadette

Can you please update me as to where you are on the return of the moneys  
Ian

Ian Sellars  
1 Ranelagh Avenue  
London SW6 3PJ

On 31 Aug 2017, at 15:15, Bernadette O'Sullivan  
<[REDACTED]@gardenbridge.london> wrote:

Dear Ian

Many thanks for your email for which I acknowledge receipt. We are currently gathering all such requests. The process will take a number of weeks and I do hope that you will bear with us whilst we work through this.

In the meantime if you have any queries please don't hesitate to get in touch with me.

With very best wishes

Bernadette

Bernadette O'Sullivan

Director of Development, Garden Bridge Trust

t: [REDACTED]  
e: [REDACTED][gardenbridge.london](mailto:[REDACTED]@gardenbridge.london)

**From:** Ian Sellars [[mailto:\[REDACTED\]@outlook.com](mailto:[REDACTED]@outlook.com)]  
**Sent:** 31 August 2017 13:12  
**To:** Bernadette O'Sullivan <[\[REDACTED\]@gardenbridge.london](mailto:[REDACTED]@gardenbridge.london)>  
**Subject:** RE: Garden Bridge Trust

Bernadette

I wish to have my donation returned and can you please take this e-mail as my formal request for it to be returned to me

Ian

**From:** Bernadette O'Sullivan  
[[mailto:\[REDACTED\]@gardenbridge.london](mailto:[REDACTED]@gardenbridge.london)]  
**Sent:** 31 August 2017 12:44  
**To:** Ian Sellars [[\[REDACTED\]@outlook.com](mailto:[REDACTED]@outlook.com)]  
**Subject:** RE: Garden Bridge Trust

Dear Ian

If you wish for your donation to be returned you would have to formally request this from the charity. An email is sufficient.

With best wishes

Bernadette

Bernadette O'Sullivan

Director of Development, Garden Bridge Trust

t: [REDACTED]  
e: [REDACTED][gardenbridge.london](mailto:[REDACTED]@gardenbridge.london)

**From:** Ian Sellars [[mailto:\[REDACTED\]@outlook.com](mailto:[REDACTED]@outlook.com)]  
**Sent:** 30 August 2017 16:45  
**To:** Bernadette O'Sullivan <[\[REDACTED\]@gardenbridge.london](mailto:[REDACTED]@gardenbridge.london)>  
**Subject:** RE: Garden Bridge Trust

Bernadette

Do we get our £21,000 donation towards a bench returned to us?  
Ian

**From:** Bernadette O'Sullivan  
[[mailto:\[REDACTED\]@gardenbridge.london](mailto:[REDACTED]@gardenbridge.london)]  
**Sent:** 14 August 2017 10:17  
**To:** [REDACTED][@marinersrock.com](mailto:[REDACTED]@marinersrock.com); [REDACTED][@outlook.com](mailto:[REDACTED]@outlook.com)  
**Subject:** Garden Bridge Trust

Dear Ian and Carol,

Please find attached a letter from the Garden Bridge Trust's Chairman, Lord Davies, on the future of the project. A media release will be issued at 10.30 am today and I can send you this separately if you wish.

If you have any questions please don't hesitate to come back to me.

Kind Regards

Bernadette O'Sullivan



15<sup>th</sup> November 2017

Mr I and Mrs C Sellars  
1 Ranelagh Avenue  
London  
SW6 3PJ

Dear Ian and Carol,

The trustees are most grateful for your continued understanding.

As you know we are currently taking professional advice regarding the assessment and discharge of all of the charity's liabilities which, as I am sure you will appreciate, is quite a complex process given the nature of the project.

The trust is doing its utmost to resolve everything swiftly however the charity is still in the process of finalising matters with one supplier. Once all liabilities have been assessed the next stage is for the trustees to discuss these with TFL in accordance with the terms of the underwriting agreement which is in place. It will therefore be a little while yet before I can revert to you regarding the repayment of your donation and I think it would be prudent for me to advise you that we do not expect to have all matters resolved by the end of the calendar year.

Once again, we thank you for your continued patience and I will be in touch with an update as soon as we have a clearer idea on timescales.

Yours sincerely,



Lord Mervyn Davies  
Chairman, Garden Bridge Trust



### 3. Helen and Tim Throsby

Funds received to 31 July 2017 is £21,000

This was obtained at Gala auction - auction monies received in respect of an auction lot purchased at auction are equivalent to monies received in exchange for the purchase of a prize.

Funds received on the basis that the funds represent monies for a successful auction bid not delivered, they are entitled to have returned.

Documents included:

1. GBT letter of thanks to Throsby's on 26/11/16
2. Email request for funds to be returned dated 28/08/2017

Mr and Mrs T Throsby  
Apartment 4  
79-91 New Kings Road  
Fulham  
London  
SW6 4SQ

26 September 2016

Dear Helen and Tim

#### GARDEN BRIDGE BENCH

It was with great pleasure that we received your very generous donation of support towards the Garden Bridge at the Harrods Gala in June 2015, of £21,000 for a bench. The Garden Bridge is a very special project for London and each gift is extremely important.

A unique feature of the Garden Bridge will be its benches. Heatherwick Studio will design a limited number, which will be placed to offer the most dramatic views of London. The completed designs and locations for the benches have now been finalised and I will, in due course, share these with you, so you can select your bench and its location.

Each bench will feature an acknowledgment of up to 100 characters. The Garden Bridge Trust is still in the process of finalising how this might look and will update you as soon as this is confirmed. I have attached four images to show you how donor acknowledgment currently looks (as per Appendix 1). We will work with you closely to ensure that you are happy with the wording and position. Your selected acknowledgment will remain for the lifetime of the bench, which has been confirmed by the designers as a minimum of 25 years.

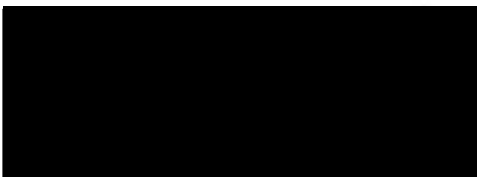
It will be the responsibility of the Garden Bridge Trust to ensure the upkeep of your bench, guaranteeing it can be enjoyed safely by all visitors to the Garden Bridge. In the unlikely event the Garden Bridge does not progress as planned, your donation will be returned to you in full.

Garden Bridge Trust Chairman, Lord Mervyn Davies, has signed this letter to confirm that the Garden Bridge Trust has received your donation on the terms set out and I should be most grateful if you would indicate whether you are content on the terms set out by signing, dating and returning the enclosed copy of this letter.

If you have any queries, please do not hesitate to contact my colleague, Crispin Rees, via telephone on [REDACTED] or via email at [REDACTED] [gardenbridge.london](mailto:[REDACTED]@gardenbridge.london)

Thank you again for your commitment, your support is greatly appreciated and essential to making the Garden Bridge a reality.

Yours sincerely

A large black rectangular redaction box covering the signature area.

Bernadette O'Sullivan  
Director of Development, Garden Bridge Trust



Signed by: .....Date: .....  
Timothy Throsby

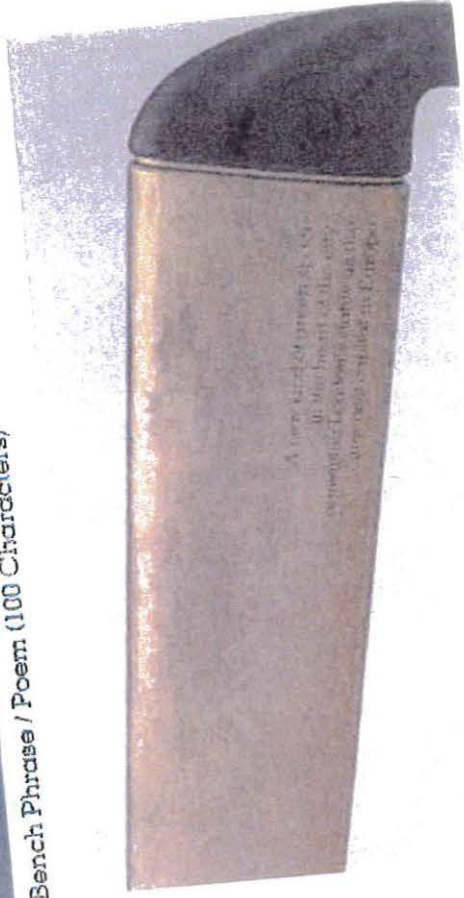
Signed by: .....Date: 26.09.16  
Lord Mervyn Davies, Chairman of Trustees, Garden Bridge Trust

*Please retain one copy for your records and return one copy to:*

*Bernadette O'Sullivan  
Director of Development  
Garden Bridge Trust  
Somerset House  
Strand  
London  
WC2R 1LA*



Bench Phrase / Poem (100 Characters)



Appendix 1



Bench Naming



## Jane Hywood

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**From:** info  
**Sent:** 29 August 2017 09:37  
**To:** Jane Hywood  
**Subject:** FW: Garden bridge donation refund request  
**Attachments:** Doc 28 Aug 2017, 0846.pdf

Kind regards

Jane Hywood  
Finance Manager, Garden Bridge Trust  
Somerset House, Strand, London, WC2R 1LA

t: [REDACTED]  
m: [REDACTED]  
e: [REDACTED]@gardenbridge.london  
w: [www.gardenbridge.london](http://www.gardenbridge.london)

**From:** Tim Throsby [mailto:[REDACTED]@gmail.com]  
**Sent:** 28 August 2017 19:27  
**To:** info <info@gardenbridge.london>  
**Subject:** Garden bridge donation refund request

Good morning  
Please find attached our receipt for donation to the garden bridge trust for 21,000 pounds  
We would like to request a refund of said donation  
Thank you for your help  
Tim Throsby  
[REDACTED]

Sent from my iPhone

25. Kai Yin Lo (part of Hong Kong Friends)

Funds received to 31 July 2017 is £20,000

Kai Yin Lo is a member of the Hong Kong Friends Group and this donation would be repayable in accordance with page 2 of the letter of agreement.

Documents included :

1. Letter of Agreement dd 8/9/2016
2. GBT letter dd 15/11/17

Victor Lo  
 Gold Peak Industries (Holdings) Ltd  
 30 Kwai Wing Road  
 Kwai Chung  
 New Territories  
 Hong Kong

9 September 2016

Dear Mr Lo

We are delighted that 'The Hong Kong Friends Group' has agreed to make such a generous donation in support of the Garden Bridge Trust.

Those who make up the Hong Kong Friends Group are listed below and together they have kindly offered to donate £1 million to the Garden Bridge Trust. You have explained that each of those donors will transfer their financial contribution to you on the basis it will be paid by you to the Garden Bridge Trust in the following instalments:

- £500,000 in September 2016
- £480,000 by 1 July 2017

In recognition of this donation, we have agreed, subject to the necessary planning consents, to include the following acknowledgements on Balcony Space 19 (the location of which is indicated in the plan annexed to this letter):

Donor	Acknowledgement on Balcony Space 19
Victor LO	Debbie Lo Foundation
Kai-Yin LO	Ms Kai-Yin LO
Eric YIM	Prof. Eric C. Yim, JP
Roy CHUNG	Bright Future Charitable Foundation Dr. Roy Chung



Allan ZEMAN	Allan Zeman & Family
Shirley CHAN	In loving memory of Dwayne Chow

Each donor will be invited to attend the opening party of the Garden Bridge and will be kept updated on the progress of the project on a regular basis. Each donor will also be invited to attend events in London for all major supporters of the project, which will be held annually.

In the event the Garden Bridge Trust is not able to complete its project to build a garden bridge over the River Thames and to include on that bridge 'Balcony Space 19', you will be entitled to require us to repay to you the £1 million donation.

Please find below the bank account details for the Garden Bridge Trust:

Citibank  
 Sort code [REDACTED]  
 Account number [REDACTED]  
 IBAN account [REDACTED]

Mervyn Davies has signed this letter to confirm that the Garden Bridge Trust is content to accept your donation on the terms set out above and I should be most grateful if you would indicate whether you are content to make the donation on the terms set out above by signing, dating and returning the enclosed copy of this letter.

If you have any queries please don't hesitate to contact me at [REDACTED] [gardenbridge.london](mailto:[REDACTED]@gardenbridge.london) or [REDACTED]

Yours sincerely

[REDACTED SIGNATURE]

Bernadette O'Sullivan  
 Director of Development, Garden Bridge Trust

Signed by: .....  
Victor Lo



Date: 14.9.2016

Signed by: .....  
Lord Mervyn Davies, Chairman of Trustees, Garden Bridge Trust



Date: .....

15<sup>th</sup> November 2017

Ms Kai-Yin Lo  
3D, Block 2, Estoril Court  
55 Garden Road  
Hong Kong SAR

Dear Kai-Yin,

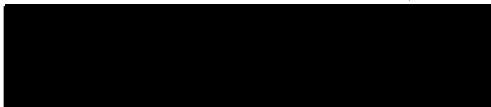
The trustees are most grateful for your continued understanding.

As you know we are currently taking professional advice regarding the assessment and discharge of all of the charity's liabilities which, as I am sure you will appreciate, is quite a complex process given the nature of the project.

The trust is doing its utmost to resolve everything swiftly however the charity is still in the process of finalising matters with one supplier. Once all liabilities have been assessed the next stage is for the trustees to discuss these with TFL in accordance with the terms of the underwriting agreement which is in place. It will therefore be a little while yet before I can revert to you regarding the repayment of your donation and I think it would be prudent for me to advise you that we do not expect to have all matters resolved by the end of the calendar year.

Once again, we thank you for your continued patience and I will be in touch with an update as soon as we have a clearer idea on timescales.

Yours sincerely,

A solid black rectangular box redacting the signature of Lord Mervyn Davies.

Lord Mervyn Davies  
Chairman, Garden Bridge Trust

20. Jennifer McSweeney

Funds received to 31 July 2017 is £20,000

File note of conversation between Bernadette O'Sullivan and JMS on 1 April 2016 records that BoS confirmed that in the event the Bridge was not built and the names not engraved, JMS's funds would be returned. This was prior to the receipt of Jennifer McSweeney's funds on 24/5/2016 and therefore should be returned.

Documents included:

1. File note dd 1/4/2016
2. GBT letter dated 4 April 2016
3. Email between Sweeney and BOS dd 20/08/17 and 21/08/2017 to request return of funds
4. Letter dd 15/11/17

**File note**

**Conversation with Jennifer McSweeney, 1 April 2016**

This is a file note to confirm that Bernadette O'Sullivan spoke with Jennifer McSweeney over the phone on 1 April relating to the funds in exchange for a balustrade engraved onto the bridge. Jennifer enquired what would happen in the case that the bridge was not built and the names were not engraved. She clearly stated she would expect that the funds would be returned.

Bernadette O'Sullivan confirmed that this was the case and that she would put this in writing to her.

Ms Jennifer McSweeney  
408 East 79<sup>th</sup> Street #5D  
New York 10075  
USA

4 April 2016

At the Garden Bridge Trust we are thrilled that you have joined as Great Balustrade Donor of London's Garden Bridge. At your kind request, we are delighted to confirm that we have reserved one East and one West facing Great Balustrade for you to be engraved with your children's names: [REDACTED] [REDACTED]. I would be most grateful if you could confirm which name should be engraved on the East and West facing Great Balustrade respectively.

*I would be grateful if you could complete and return the form in the enclosed publication as soon as possible, thanks so much.*

As you know, building works will start in July and from the Garden Bridge's official opening in 2018, 7million visitors will enjoy a magical garden across the Thames each year. Your children's names will remain on the bridge in perpetuity and so will be a permanent reminder of your generosity.

Thomas Heatherwick and Lord Davies of Abersoch look forward to celebrating your contribution to the Garden Bridge at the *Chairman's Garden Party* on Thursday 15 September, full details will be shared with you soon.

Thank you so much for your generous support of the Garden Bridge, we are tremendously grateful to you.

Warmest regards

**Eva de Blocq van Kuffeler**  
Senior Development, Garden Bridge Trust

[REDACTED]  
[REDACTED]@gardenbridge.london

Jane Hywood

---

**From:** Michael Raderstorf <[REDACTED]@creativelinkforthearts.org>  
**Sent:** 20 August 2017 21:54  
**To:** Bernadette O'Sullivan  
**Cc:** Bee Emmott  
**Subject:** Re: Garden Bridge Trust

Bernadette,

I am writing to formally request a full refund of the funds contributed by Jennifer McSweeney for the Garden Bridge Trust.

[REDACTED]  
Creative Link for the Arts

On Aug 17, 2017, at 6:06 AM, Bernadette O'Sullivan <[REDACTED]@gardenbridge.london> wrote:

Dear [REDACTED]

Thank you for your email.

If Jennifer wishes her funds to be returned as you have indicated below, I would be most grateful if you could send me an email formally requesting this.

We are pulling together all such requests and will work through these as quickly as possible. I hope you will bear with us as the process could take several weeks.

We thank you for your patience. If in the meantime you have any questions please do not hesitate to get in touch.

With very best wishes.

Bernadette

Bernadette O'Sullivan  
Director of Development, Garden Bridge Trust

t: [REDACTED]  
e: [REDACTED]@gardenbridge.london

**From:** Michael Raderstorf [mailto:[REDACTED]@creativelinkforthearts.org]  
**Sent:** 16 August 2017 17:51  
**To:** Bernadette O'Sullivan <[REDACTED]@gardenbridge.london>  
**Subject:** Re: Garden Bridge Trust

Hello Bernadette,

When can we expect to receive a refund?



Best,  
Office of Jennifer McSweeney  
[REDACTED]  
Creative Link for the Arts

[REDACTED]  
[REDACTED]

**From:** Bernadette O'Sullivan  
<[REDACTED]@gardenbridge.london>  
**Date:** August 14, 2017 at 5:07:53 AM EDT  
**To:** JENNIFER MCSWEENEY [REDACTED]@mac.com>  
**Subject:** Garden Bridge Trust

Dear Jennifer,

Please find attached a letter from the Garden Bridge Trust's Chairman, Lord Davies, on the future of the project. A media release will be issued at 10.30 am today and I can send you this separately if you wish.

If you have any questions please don't hesitate to come back to me.

Kind Regards

Bernadette O'Sullivan  
Director of Development, Garden Bridge Trust

t: [REDACTED]  
e: [REDACTED]@gardenbridge.london

<170814 LMD letter to J MCSWEENEY.pdf>

**Jane Hywood**

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**From:** Bernadette O'Sullivan  
**Sent:** 21 August 2017 13:15  
**To:** [REDACTED]  
**Cc:** Bee Emmott  
**Subject:** RE: Garden Bridge Trust

Dear [REDACTED]

Many thanks for your note for which I acknowledge receipt. We are currently pulling together all such request from our donors and will be working through these as quickly as we can. Please bear with us as this process could take several weeks.

If you have any queries in the meantime, please don't hesitate to contact me.

I will be in touch

With best wishes

Bernadette

Bernadette O'Sullivan  
Director of Development, Garden Bridge Trust

t: [REDACTED]  
e: [REDACTED]@[gardenbridge.london](mailto:[REDACTED]@gardenbridge.london)

**From:** Michael Raderstorf [mailto:[REDACTED]@creativelinkforthearts.org]  
**Sent:** 20 August 2017 21:54  
**To:** Bernadette O'Sullivan <[REDACTED]@gardenbridge.london>  
**Cc:** Bee Emmott <[REDACTED]@gardenbridge.london>  
**Subject:** Re: Garden Bridge Trust

Bernadette,

I am writing to formally request a full refund of the funds contributed by Jennifer McSweeney for the Garden Bridge Trust.

[REDACTED]  
Creative Link for the Arts

[REDACTED]  
[REDACTED]

On Aug 17, 2017, at 6:06 AM, Bernadette O'Sullivan <[REDACTED]@[gardenbridge.london](mailto:[REDACTED]@gardenbridge.london)> wrote:

Dear [REDACTED]

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We thank you for your patience. If in the meantime you have any questions please do not hesitate to get in touch.

With very best wishes.

Bernadette

Bernadette O'Sullivan  
Director of Development, Garden Bridge Trust

t: [REDACTED]  
e: [REDACTED]@gardenbridge.london

**From:** Michael Raderstorf [mailto:[REDACTED]@creativelinkforthearts.org]  
**Sent:** 16 August 2017 17:51  
**To:** Bernadette O'Sullivan <[REDACTED]@gardenbridge.london>  
**Subject:** Re: Garden Bridge Trust

Hello Bernadette,

When can we expect to receive a refund?

Best,  
Office of Jennifer McSweeney  
[REDACTED]  
Creative Link for the Arts

[REDACTED]  
[REDACTED]

**From:** Bernadette O'Sullivan  
<[REDACTED]@gardenbridge.london>  
**Date:** August 14, 2017 at 5:07:53 AM EDT  
**To:** JENNIFER MCSWEENEY <[REDACTED]@mac.com>  
**Subject:** Garden Bridge Trust

Dear Jennifer,

Please find attached a letter from the Garden Bridge Trust's Chairman, Lord Davies, on the future of the project. A media release will be issued at 10.30 am today and I can send you this separately if you wish.

If you have any questions please don't hesitate to come back to me.

Kind Regards

Bernadette O'Sullivan



15<sup>th</sup> November 2017

Ms Jennifer McSweeney  
408 East 79th Street #5D  
New York 10075  
New York  
USA

Dear Jennifer,

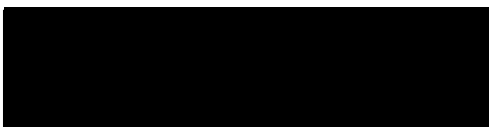
The trustees are most grateful for your continued understanding.

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Once again, we thank you for your continued patience and I will be in touch with an update as soon as we have a clearer idea on timescales.

Yours sincerely,



Lord Mervyn Davies  
Chairman, Garden Bridge Trust

6. Carolyn Townsend

Funds received to 31 July 2017 is £17,000

Funds received on the basis that the funds represent monies for a successful auction bid not delivered, they are entitled to have returned.

Documents included :

1. Email of 9 March detailing the prizes –
2. Email dd 23/9/17 requesting return of funds
3. Email dd 5/11/17 from Carolyn Townsend requesting return of funds
4. GBT letter dd 15/11/17

**Crispin Rees**

---

**From:** Crispin Rees  
**Sent:** 09 March 2016 16:44  
**To:** [REDACTED]@tiscali.co.uk'  
**Subject:** RE: Gala - auction

Dear [REDACTED]

Lovely talking with you earlier.

As we discussed, the key dates for the various elements of your auction lot are as follows:

1. [REDACTED] factory visit – spring / summer 2017. This would allow you and your guests to see construction in full swing. This tour is for 8 people, but should you wish to bring 4 guests, that is not a problem at all (and can be finalised much nearer the time).
2. [REDACTED] London – Likely to be late 2017. Dates to be finalised nearer the time. I have noted that you will be in Australia and Papua New Guinea from November 8 or 9 through until December 2017.
3. [REDACTED] likely to be late autumn or winter 2018. Dates to be finalised nearer the time.
4. [REDACTED] the Garden Bridge - likely to be late autumn or winter 2018. Dates to be finalised nearer the time.

I hope this is of use and acts as a guide for you.

As we discussed, I will discuss the Gift Aid element with our finance team and come back to you in due course.

In the meantime, please do not hesitate to contact me should you have any questions or if I can be of any further assistance.

With thanks and best wishes

Crispin

**From:** Crispin Rees  
**Sent:** 09 March 2016 13:11  
**To:** [REDACTED]@tiscali.co.uk' <[REDACTED]@tiscali.co.uk>  
**Subject:** RE: Gala - auction

Dear Carolyn

I hope this email finds you well.

Apologies I missed your call last week. I was on leave out of London with dreadful phone reception!

I can now confirm that payment has been made – thank you so much, your support is very much appreciated.

I am in touch with the Bridge team in Italy and will be in a position to provide you more details about your incredible auction lot very shortly.

In the meantime, please do not hesitate to contact me directly if I can be of any further assistance.

With thanks and best wishes,

Crispin

**From:** Crispin Rees

**Sent:** 02 March 2016 14:51

**To:** [REDACTED]@tiscali.co.uk' <[REDACTED]@tiscali.co.uk>

**Subject:** Gala - auction

Dear Carolyn

Please allow me to introduce myself as the Events Manager at the Garden Bridge Trust.

I hope this email finds you well.

Thank you and congratulations on winning the Garden Bridge Experience. It's an amazing prize!

If you would be so kind as to make the payment using the details below.

Payment details: Garden Bridge Trust

Sort Code: [REDACTED]

Account number: [REDACTED]

We do accept cheques if that is easier. The address to send a cheque is to Garden Bridge Trust, Somerset House, Strand, London, WC2R 1LA

Thank you again for your support and I hope you enjoyed the evening.

Best wishes,

Crispin

Crispin Rees

Patrons and Events Manager, Garden Bridge Trust

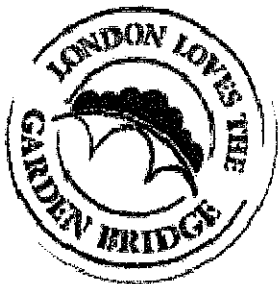
Somerset House, Strand, London, WC2R 1LA

@The GardenBridge

t: [REDACTED]

m: [REDACTED]

e: [REDACTED]@gardenbridge.london



Are you one of the 80% of Londoners who want the Garden Bridge? If so, please send your message of support [here](#).



**Jane Hywood**

---

**From:** Carolyn Townsend <[REDACTED]me.com>  
**Sent:** 23 September 2017 18:07  
**To:** Bernadette O'Sullivan  
**Subject:** The Garden Bridge

Dear Bernadette,

As you know we bid £17,000 at the Garden Bridge fund raising evening on the 1st March 2016.

Now that it has been announced that the project has been cancelled, the item that we bid for will now not be delivered so we would like to have our money back.

Can you please help us with that?

With kind regards,

Carolyn

**Jane Hywood**

---

**From:** Carolyn Townsend <[REDACTED]me.com>  
**Sent:** 05 November 2017 22:48  
**To:** Bernadette O'Sullivan  
**Subject:** The Garden Bridge Auction Prize

Dear Bernadette,

I am pleased that the Trust is giving careful consideration to returning the £17k we spent at the Garden Bridge Gala Dinner as this was not a donation to the Trust but payment for an exclusive auction item (Visit to construction of The Bridge in Venice and Thames boat trip to the opening of The Bridge and a private dinner). You cannot deliver what we bought now that the project is cancelled, so we do think it only reasonable that our payment is refunded.

Please keep me posted regarding the likely timing of the refund.

With best wishes,

Carolyn

15<sup>th</sup> November 2017

Ms Carolyn Townsend  
The Coach House  
Winterford  
Barhatch Lane  
Cranleigh  
Surrey  
GU6 7NH

Dear Carolyn,

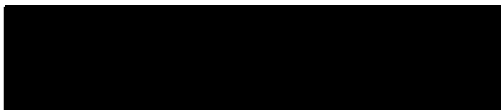
The trustees are most grateful for your continued understanding.

As you know we are currently taking professional advice regarding the assessment and discharge of all of the charity's liabilities which, as I am sure you will appreciate, is quite a complex process given the nature of the project.

The trust is doing its utmost to resolve everything swiftly however the charity is still in the process of finalising matters with one supplier. Once all liabilities have been assessed the next stage is for the trustees to discuss these with TFL in accordance with the terms of the underwriting agreement which is in place. It will therefore be a little while yet before I can revert to you regarding the repayment of your donation and I think it would be prudent for me to advise you that we do not expect to have all matters resolved by the end of the calendar year.

Once again, we thank you for your continued patience and I will be in touch with an update as soon as we have a clearer idea on timescales.

Yours sincerely,



Lord Mervyn Davies  
Chairman, Garden Bridge Trust

## 7. Barratt West

Funds received to 31 July 2017 is £17,000

This funding constitutes auction monies received in respect of an auction lot purchased at auction. These are equivalent to monies received in exchange for the purchase of a prize and do not therefore constitute a donation. The fact that an invoice was issued to Tiffany & Co (FAO Barratt West) also indicates that this was not a donation.

Funds received on the basis that the funds represent monies for a successful auction bid not delivered, they are entitled to have returned.

Documents included :

1. Email chain attached when auction prize was purchased
2. Emails between BOS and Barratt West to 10/11/17
3. GBT email dd 15/11/17

## Jane Hywood

---

**From:** Crispin Rees  
**Sent:** 26 September 2016 09:26  
**To:** West, Barratt  
**Cc:** Salter, Stephanie; Amir, Michelle  
**Subject:** RE: Garden Bridge Experience

Dear Barratt

I hope this email finds you very well.

As you may have seen in the media, the Garden Bridge Trust has had a very busy, and at times challenging summer. We are getting to the final stages of negotiations regarding land on the south side of the river, and the Judicial Review has now been concluded.

While progress has been made in all areas, the more complex land negotiations have inevitably led to a delay in the construction start day. It is unlikely that we will have a firmed up start date that we will be able to share with our supporters until the end of the year. On this basis, the original suggested timings of the elements of the auction prize that you generously bought at the Glitter in the Garden event in March, will change from the original dates I supplied. I understand that this will be disappointing and we do apologise for the change, however a project of this scale is often subject to some delays.

The likely timescales at the moment are that we will begin building the Bridge in the middle of next year with an opening for autumn 2019.

The Cimoali factory visit would therefore take place between summer 2018 and early 2019, with the barge trip in approximately spring 2019.

I will be able to give you a much clearer steer on dates towards the end of the year.

If you have some time, I would welcome the opportunity to meet with you, with Bernadette O'Sullivan, Director of Development at the Garden Bridge Trust, so that we can provide you a full project update and answer any questions you may have about the project or your prize?

Do let me know when might be convenient for you.

With best wishes

Crispin

Crispin Rees  
Development Manager, Garden Bridge Trust  
Somerset House, Strand, London, WC2R 1LA

@The GardenBridge

t: [REDACTED]  
m: [REDACTED]  
e: [REDACTED]@gardenbridge.london  
w: [www.gardenbridge.london](http://www.gardenbridge.london)



Are you one of the 80% of Londoners who want the Garden Bridge? If so, please send your message of support [here](#).

**From:** West, Barratt [mailto: [REDACTED] Tiffany.com]  
**Sent:** 04 April 2016 10:04  
**To:** Crispin Rees < [REDACTED] gardenbridge.london >  
**Cc:** Salter, Stephanie < [REDACTED] Tiffany.com >; Amir, Michelle < [REDACTED] Tiffany.com >  
**Subject:** RE: Garden Bridge Experience

Dear Crispin

Thank you for providing this update.

I have copied Stephanie and Michelle who will be managing this from my end.

Kind regards  
Barratt

**Barratt West** | Vice President – Managing Director, UK & Ireland

**Tiffany & Co.**  
Level 7  
The Shard  
32 London Bridge Street  
London SE1 9SG  
**Phone:** [REDACTED]  
**Email:** [REDACTED] Tiffany.com  
**Please visit us at:** [www.tiffany.com](http://www.tiffany.com)



---

**From:** Crispin Rees [mailto: [REDACTED] gardenbridge.london]  
**Sent:** 04 April 2016 09:03  
**To:** West, Barratt  
**Subject:** Garden Bridge Experience

Dear Mr West

I hope this email finds you well.

Please allow me to take this opportunity to thank you for your support for successfully bidding for the Garden Bridge Experience, at the 1 March Glitter in the Garden Gala.

The key dates for the various elements of your auction lot are as follows:

1. **Cimolai's factory visit** – spring / summer 2017. This would allow you and your guests to see construction in full swing. This tour is for 8 people.
2. **Barge trip, London** – Likely to be late 2017. Dates to be finalised nearer the time.
3. **Dinner cooked by Skye Gyngell** – likely to be late autumn or winter 2018. Dates to be finalised nearer the time.
4. **Tickets to the Opening Party of the Garden Bridge** - likely to be late autumn or winter 2018. Dates to be finalised nearer the time.

I hope this is of some use and acts as a broad guide for you.

I will be in touch nearer the time, with greater detail. In the meantime, please do not hesitate to contact me should you have any questions or if I can be of any further assistance.

With thanks and best wishes

Crispin

Crispin Rees  
Development Manager, Garden Bridge Trust  
Somerset House, Strand, London, WC2R 1LA

@The GardenBridge  
t: [REDACTED]  
m: [REDACTED]  
e: [REDACTED]@gardenbridge.london  
w: [www.gardenbridge.london](http://www.gardenbridge.london)



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## Jane Hywood

---

**From:** Bernadette O'Sullivan  
**Sent:** 10 November 2017 15:52  
**To:** Bernadette O'Sullivan  
**Subject:** Tiffany/Barratt West

---

**From:** West, Barratt <[REDACTED]@Tiffany.com>  
**Sent:** 15 August 2017 07:47  
**To:** Bernadette O'Sullivan  
**Cc:** Smith, Jessica  
**Subject:** Re: Garden Bridge Trust

Dear Bernadette

Thank you for coming back to me. I appreciate this must be difficult for all involved.

Regarding the Garden Bridge Experience, we paid £17,000 through the auction. We did also donate a piece of jewellery as part of the auction.

I would be grateful if you could arrange for the refund of the £17,000 as this event will of course now not take place.

Kind regards  
Barratt

Sent from my iPhone

On 14 Aug 2017, at 14:30, Bernadette O'Sullivan <[REDACTED]@gardenbridge.london> wrote:

Dear Barratt

Thank you for your kind note – it is a very disappointing day for everyone here who has worked so hard but also for most of our wonderful supporters who have been so committed to the project.

Regarding the auction prize, please can you could write to us to request the return of your funds in this instance. The trust is pulling together all such requests. I would be most grateful if you could kindly bear with us while we work on this as it could take a few weeks to work through the administration.

I look forward to hearing from you.

Bernadette

Bernadette O'Sullivan  
Director of Development, Garden Bridge Trust



t: [REDACTED]  
e: [REDACTED]@gardenbridge.london

**From:** West, Barratt [mailto:[REDACTED]@Tiffany.com]  
**Sent:** 14 August 2017 10:39  
**To:** Bernadette O'Sullivan <[REDACTED]@gardenbridge.london>  
**Cc:** Smith, Jessica [REDACTED]@Tiffany.com>  
**Subject:** RE: Garden Bridge Trust

Dear Bernadette

Thank you for this update.

I am very sorry to hear this news – I can understand how disappointing this must be for the entire team who have put so much into the project.

In regards to the auction prize that we paid for, as this will not now be going ahead, can we expect a fund?

Kind regards  
Barratt

Barratt West | Vice President – Managing Director, UK & Ireland

**Tiffany & Co.**  
Level 7  
The Shard  
32 London Bridge Street  
London SE1 9SG  
**Phone:** [REDACTED]  
**Email:** [REDACTED]@Tiffany.com  
**Please visit us at:** [www.tiffany.com](http://www.tiffany.com)

<image001.png>

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**From:** Bernadette O'Sullivan [mailto:[REDACTED]@gardenbridge.london]  
**Sent:** 14 August 2017 10:18  
**To:** West, Barratt  
**Cc:** Smith, Jessica  
**Subject:** Garden Bridge Trust

Dear Barratt,

Please find attached a letter from the Garden Bridge Trust's Chairman, Lord Davies, on the future of the project. A media release will be issued at 10.30 am today and I can send you this separately if you wish.

If you have any questions please don't hesitate to come back to me.

Kind Regards

Bernadette O'Sullivan  
Director of Development, Garden Bridge Trust

t: [REDACTED]  
e: [REDACTED][gardenbridge.london](mailto:[REDACTED]@gardenbridge.london)

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15<sup>th</sup> November 2017

Mr Barratt West  
Tiffany & Co.  
Level 7  
The Shard  
32 London Bridge Street  
London  
SE1 9SG

Dear Barratt,

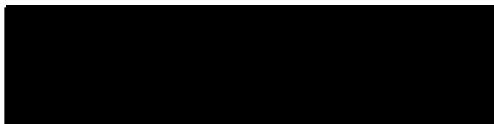
The trustees are most grateful for your continued understanding.

As you know we are currently taking professional advice regarding the assessment and discharge of all of the charity's liabilities which, as I am sure you will appreciate, is quite a complex process given the nature of the project.

The trust is doing its utmost to resolve everything swiftly however the charity is still in the process of finalising matters with one supplier. Once all liabilities have been assessed the next stage is for the trustees to discuss these with TFL in accordance with the terms of the underwriting agreement which is in place. It will therefore be a little while yet before I can revert to you regarding the repayment of your donation and I think it would be prudent for me to advise you that we do not expect to have all matters resolved by the end of the calendar year.

Once again, we thank you for your continued patience and I will be in touch with an update as soon as we have a clearer idea on timescales.

Yours sincerely,



Lord Mervyn Davies  
Chairman, Garden Bridge Trust

5. Peggy Yeoh

Funds received to 31 July 2017 is £17,000

Funds received on the basis that the funds represent monies for a successful auction bid not delivered, they are entitled to have returned.

Documents included:

1. Emails between Crispin and Peggy Yeoh dd 26/09/16

## Jane Hywood

---

**From:** Crispin Rees  
**Sent:** 26 September 2016 09:26  
**To:** [REDACTED]me.com  
**Cc:** Dawn Kwan  
**Subject:** FW: Garden Bridge Experience

Dear Ms Yeoh

I hope this email finds you very well.

As you may have seen in the media, the Garden Bridge Trust has had a very busy, and at times challenging summer. We are getting to the final stages of negotiations regarding land on the south side of the river, and the Judicial Review has now been concluded.

While progress has been made in all areas, the more complex land negotiations have inevitably led to a delay in the construction start day. It is unlikely that we will have a firmed up start date that we will be able to share with our supporters until the end of the year. On this basis, the original suggested timings of the elements of the auction prize that you generously bought at the Glitter in the Garden event in March, will change from the original dates I supplied. I understand that this will be disappointing and we do apologise for the change, however a project of this scale is often subject to some delays.

The likely timescales at the moment are that we will begin building the Bridge in the middle of next year with an opening for autumn 2019.

The Cimoali factory visit would therefore take place between summer 2018 and early 2019, with the barge trip in approximately spring 2019.

I will be able to give you a much clearer steer on dates towards the end of the year.

With best wishes

Crispin

---

**From:** Crispin Rees  
**Sent:** 04 April 2016 09:07  
**To:** [REDACTED]gmail.com' <[REDACTED]gmail.com>  
**Subject:** Garden Bridge Experience

Dear Ms Yeoh

I hope this email finds you well.

Please allow me to take this opportunity to thank you for your support for successfully bidding for the Garden Bridge Experience, at the 1 March Glitter in the Garden Gala.

The key dates for the various elements of your auction lot are as follows:

1. **Cimolai's factory visit** – spring / summer 2017. This would allow you and your guests to see construction in full swing. This tour is for 8 people.
2. **Barge trip, London** – Likely to be late 2017. Dates to be finalised nearer the time.
3. **Dinner cooked by Skye Gyngell** – likely to be late autumn or winter 2018. Dates to be finalised nearer the time.

4. **Tickets to the Opening Party of the Garden Bridge** - likely to be late autumn or winter 2018.  
Dates to be finalised nearer the time.

I hope this is of some use and acts as a broad guide for you.

I will be in touch nearer the time, with greater detail. In the meantime, please do not hesitate to contact me should you have any questions or if I can be of any further assistance.

With thanks and best wishes

Crispin

Crispin Rees  
Development Manager, Garden Bridge Trust  
Somerset House, Strand, London, WC2R 1LA

@The GardenBridge

t: [REDACTED]

m: [REDACTED]

e: [REDACTED] [gardenbridge.london](mailto:[REDACTED]@gardenbridge.london)

w: [www.gardenbridge.london](http://www.gardenbridge.london)



Are you one of the 80% of Londoners who want the Garden Bridge? If so, please send your message of support [here](#).

## Jane Hywood

---

**From:** Crispin Rees  
**Sent:** 05 April 2016 09:12  
**To:** Dawn Kwan  
**Subject:** RE: Gala - auction

Dear Dawn

Thank you, I will have our finance team prepare and sent this out to you.

Best wishes,

Crispin

**From:** Dawn Kwan [mailto:██████████@shkco.com]  
**Sent:** 05 April 2016 09:02  
**To:** Crispin Rees <██████████@gardenbridge.london>  
**Subject:** RE: Gala - auction

Dear Crispin,

Please send the receipt to 42/F, Lee Garden One, 33 Hysan Avenue, Causeway Bay, Hong Kong.

Miss Yeoh already forwarded the details of the prize to me. If you have any updates about the Garden Bridge, please feel free to let me know and I will follow up with Miss Yeoh.

Thank you for your kindly help.

Best Regards,  
Dawn

---

**From:** Crispin Rees [mailto:██████████@gardenbridge.london]  
**Sent:** Tuesday, April 05, 2016 3:51 PM  
**To:** Dawn Kwan  
**Subject:** RE: Gala - auction

Dear Dawn

I'm very well, as I trust you are too.

Thank you for the email, I can confirm payment. Please let me know the best address to send a receipt to?

I forwarded the details of the prize to Miss Yeoh – am I best to send on to you too?

Best wishes,

Crispin

**From:** Dawn Kwan [mailto:██████████@shkco.com]  
**Sent:** 05 April 2016 03:07  
**To:** Crispin Rees <██████████@gardenbridge.london>  
**Subject:** RE: Gala - auction

Dear Crispin,

I hope you are well.

Please be informed that the payment has been settled by Telegraphic Transfer at the end of March.

Best Regards,  
Dawn

---

**From:** Crispin Rees [[mailto:\[REDACTED\]@gardenbridge.london](mailto:[REDACTED]@gardenbridge.london)]  
**Sent:** Thursday, March 17, 2016 9:45 PM  
**To:** Dawn Kwan  
**Subject:** RE: Gala - auction

Thanks Dawn – very much appreciated.

Best wishes,

Crispin

**From:** Dawn Kwan [[mailto:\[REDACTED\]@shkco.com](mailto:[REDACTED]@shkco.com)]  
**Sent:** 17 March 2016 13:33  
**To:** Crispin Rees <[\[REDACTED\]@gardenbridge.london](mailto:[REDACTED]@gardenbridge.london)>  
**Subject:** Re: Gala - auction

Dear Crispin,

We are arranging to pay by telegraphic transfer. Let me check and get back to you tomorrow.

Thanks a lot.

Regards,  
Dawn

Sent from my iPhone

On 17 Mar 2016, at 8:23 PM, Crispin Rees <[\[REDACTED\]@gardenbridge.london](mailto:[REDACTED]@gardenbridge.london)> wrote:

Dear Dawn

I hope this email finds you well.

I just thought I'd see how things were progressing with regards Ms Yeoh's auction lot payment?

Do let me know if you need anything from me or if I can be of any assistance.

Best wishes,

Crispin

**From:** Crispin Rees  
**Sent:** 10 March 2016 09:10  
**To:** 'Dawn Kwan' <[\[REDACTED\]@shkco.com](mailto:[REDACTED]@shkco.com)>  
**Subject:** RE: Gala - auction

Dear Dawn



I am very well, as I trust you are too.

The bank is Citibank.

Do let me know if I can be of any further assistance.

Best wishes,

Crispin

**From:** Dawn Kwan [mailto: [REDACTED]@shkco.com]  
**Sent:** 10 March 2016 08:41  
**To:** Crispin Rees < [REDACTED]@gardenbridge.london >  
**Subject:** FW: Gala - auction

Dear Crispin,

I hope you are well. We are now organizing the payment by Telegraphic Transfer. Besides the bank account number and sort code, would you please also provide the bank name?

Thanks a lot.

Best Regards,  
Dawn

---

**From:** Peggy Yeoh [mailto: [REDACTED]@me.com]  
**Sent:** Thursday, March 03, 2016 9:59 PM  
**To:** Susan Chan; Dawn Kwan  
**Subject:** Fwd: Gala - auction

Sent from my iPhone

Begin forwarded message:

**From:** Crispin Rees < [REDACTED]@gardenbridge.london >  
**Date:** 2 March 2016 at 2:46:06 PM GMT  
**To:** [REDACTED]@gmail.com" < [REDACTED]@gmail.com >  
**Subject:** Gala - auction

Dear Peggy

I hope this email finds you well.

Thank you and congratulations on winning the Garden Bridge Experience. It's an amazing prize!

If you would be so kind as to make the payment using the details below.

Payment details: Garden Bridge Trust  
Sort Code: [REDACTED]  
Account number: [REDACTED]

We do accept cheques if that is easier. The address to send a cheque is to Garden Bridge Trust, Somerset House, Strand, London, WC2R 1LA

Thank you again for your support and I hope you enjoyed the evening.

Best wishes,

Crispin

Crispin Rees  
Patrons and Events Manager, Garden Bridge Trust  
Somerset House, Strand, London, WC2R 1LA

@The GardenBridge

t: [REDACTED]  
m: [REDACTED]  
e: [REDACTED]@gardenbridge.london

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Are you one of the 80% of Londoners who want the Garden Bridge? If so, please send your message of support [here](#).

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## 1 Leila Govi

Funds received to 31 July 2017 is £15,000

BDB advised that there is a file note dated 15 September (prior to the receipt of Leila Govi's donation on 24 October), that records Lela Govi's conversation with BO'S in which BO'S explains Leila Govi's funds will be returned to her.

BDB also note that there is a thank you letter dated 24 October which refers to the return of funds.

Documents included:

1. Status update doc
2. BOS filenote
3. GBT letter to Govi dd 24/10/16
4. GBT letter to Govi dd 10/11/17
5. GBT letter to Govi dd 17/11/17
6. Email between Govi and BOS to 17/11/17

Leila Govi	£15k	No legal liability to pay but grey area	<p>October 2017: Leila requested return of funds  BO's acknowledged receipt of request  13.11.17: Letter sent to Hardings from LMD confirming that GB had no legal liability to return funds as stipulated by charity law.  14.11.17: Leila Govi left message to confirm she was confused by LMD letter and would be writing to challenge  16.11.17: BDB confirmed that they have relooked at the evidence and have advised that she is entitled to funds being returned.  17.11.17: BOS confirmed the news on voicemail followed by a letter from LMD thanking her for patience and confirming that matters will not be resolved until after the end of calendar year.  17.11.17. Leila called BOS to say how upset she was at the way matters had been handled and it is damaging to the reputation of GB and general charitable giving.</p>	Awaiting LG's formal response
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## **File note**

### **Conversation with Leila Govi on 15 September 2016**

Bernadette spoke to Leila Govi on 15 September when she enquired about the importance of understanding that the Trust would be able to honour the return of her funds in the case that the bridge was not built.

She wanted to be sure this was the case before going ahead with her financial commitment in exchange for names being engraved onto the balustrade of the Bridge.

Bernadette O'Sullivan confirmed that if the item for which they were paying (i.e. the engraving) could not be delivered, then the funds would be returned.