

Wild Oxfordshire

Wild Oxfordshire

Trustees' report and financial statements
1st April 2017 to 31st March 2018

Company number 06828051

Charity number 1131540

Wild Oxfordshire

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Wild Oxfordshire

Legal and Administrative Information

Trustees/Company Directors

Sian Liwicki (re-elected 23rd November 2017)
Martin Harris (re-elected 23rd November 2017)
Victoria Robinson (re-elected 8th December 2014)
Ian Curtis (re-elected 8th December 2014)
Rob Dance (Treasurer) (re-elected 3rd December 2015)
Chris Cousins (re-elected 3rd December 2015)
Anne Miller (resigned 23rd November 2017)
Nick Mottram (re-elected 19th January 2017)
Helen Marshall (re-elected 19th January 2017)
Mike Pollard (re-elected 19th January 2017)

Wild Oxfordshire

Charity number 1131540 (registered 9th September 2009)
Company number 06828051 (registered 24th February 2009)
Registered Office: Manor House, Little Wittenham, Abingdon, Oxon OX14 4RA
Independent Examiner: Certax Accounting, Creek End, Burcot, Abingdon OX14 3DJ
Bank: CAF Bank Ltd, PO Box 289, West Malling, Kent ME19 4TA
Investment Manager: CCLA Investment Management Ltd, 85 Victoria St, London EC4V 4ET
Contact: Clare Mowbray, Manor House, Little Wittenham, Abingdon, Oxon OX14 4RA
Number of employees: 3
Web Site: www.wildoxfordshire.org.uk

Wild Oxfordshire

Trustees' Annual Report

Structure, Governance and Management

Wild Oxfordshire is incorporated as a company limited by guarantee and governed by Memorandum and Articles.

The Trustees are elected by the members of the charity at the Annual General Meeting (AGM) each year with one third standing down each year but eligible for re-election indefinitely.

The Chair of Trustees is elected by the Board at the first meeting after the AGM

The Board of Trustees

Wild Oxfordshire's Board of Trustees has an upper limit of 12 to enable the broad partnership that is the core of the charity's purpose to be fully represented. Development of the Board is seen as an ongoing process, with review of representation and skills carried out in response to vacancies as they arise, and a more structured skills audit carried out periodically. New Trustees are given an induction into the work and policies of the Charity.

Day-to-day administration of the Trust is delegated to the team under the supervision of the Trustees. Decision-making powers are retained by the Trustees and exercised at regular Trustees' meetings.

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Chairman's Report 2017/2018

This year began on a high note for Wild Oxfordshire. The well-publicised launch of Oxfordshire's State of Nature Report, setting a detailed baseline of the state of the county's wildlife as well as conservation initiatives, had just taken place. The report was endorsed by both Professor David MacDonald and Robert Courts MP, as well as many of the Wild Oxfordshire member organisations.

This was a project that was quintessentially Wild Oxfordshire in spirit. Pulling together the work of a wide range of recorders, local groups, researchers, businesses and governmental organisations, the report penned by Hilary Philips shone a light on the passion and enormous effort put in by all. Exchanging quality data and ideas, agreeing conservation action (More, Bigger, Better, Joined), working together and breaking down barriers, remain the cornerstones of Wild Oxfordshire.

Therefore, in early 2017/18 Wild Oxfordshire had its work cut out with further presentations, distributing copies and answering enquiries. The report's message, of a threat posed to habitats by increasing continued fragmentation and inadequate management of wildlife habitats, continues to drive the work and thoughts of Wild Oxfordshire.

Wild Oxfordshire was given a boost with the addition of two new staff members – Dr Roselle Chapman who took on the mantle as the Community Ecologist, and Richard Bennet, an engineer with 16 years' experience in the water industry. However, Hilary Philips, our Biodiversity Project Manager moved onto BBOWT after having spent 6 packed years with us and she left behind many exciting projects that needed attention. Fortunately, Dr Anne Miller stepped into the breach to continue Hilary's Evenlode Catchment Partnership work and oversee the Natural Flood Management project for a few months.

Wild Oxfordshire's community work, providing crucial advice and help to local groups focussed on nurturing wildlife in their common spaces, is well-established. Roselle's background as a trained ecologist, happily engaging as an expert in bumblebees, made her a perfect candidate for re-vitalising this project after a year's hiatus.

Drawing on Wild Oxfordshire communication strengths, Roselle and the team contacted the 90 groups that have benefited from our work since its inception, took stock of their needs and personally visited 12 sites. Links with expert recorders and the Thames Valley Environmental Records Centre have been strengthened to ensure that the cross-pollination between our projects and theirs gather strength. By the end of her first year, there was enough data to populate a map of all active local groups and their key habitats – which will form an excellent basis for strengthening inter-group communications, raising the profile of the project amongst the county's decision-makers and picking up opportunities for wildlife surveys. The demand for Roselle's work has continued to grow and the prioritisation of her time, coupled with a need to bring in more effort, is now a pressing challenge.

Wild Oxfordshire

This year marked the fourth year in the hosting of the Evenlode Catchment Partnership. This partnership of 30 partner organisations has grown and strengthened, with a vibrancy that is unmatched in the region. As hosts, Wild Oxfordshire can work within the key aims of improving water quality, addressing flood management and resilience to climate change, whilst finding opportunities to increase biodiversity and community engagement. Naturally, education and sharing information are strong themes running through all ECP initiatives. The project is cutting edge in many ways.

Practical works and demonstrations sites have been completed by the partnership – five major restoration projects have been completed to date in Woodstock Water Meadows, Honeydale Natural Flood Management (NFM) Scheme, River Glyme floodplain reconnection at Stratford Bridge and on the River Evenlode at Pudlicote. And finally, but not least, the first phase of the NFM scheme in the Upper Evenlode (Littlestock Brook), kicked off with Richard Bennet joining the team – a first for Wild Oxfordshire, and on an unprecedented scale in the region. 13 hectares of new wet woodlands and meadows, and 4 hectares of wetland scrapes have been installed.

Richard has been involved in designing and implementing the natural, “soft engineering” features to manage floodwaters by slowing down and storing run-off, which can have multiple benefits for water quality and habitat creation, and drive improvements in agricultural land management. “Interventions” included the creation of ponds, swales, woody dams and new woodlands to reduce flood risk to communities downstream in Milton under Wychwood. These took place over the 2017 winter, followed by plantings. Crucially modelling and monitoring have been built in, with the help of experts in the Centre for Ecology and Hydrology, Environment Agency, Atkins and other research bodies.

It is difficult to encapsulate all the other different strands of work that Wild Oxfordshire, with its small but effective team of three part time staff and an active Board of Directors manages to drive forward. I must not forget to mention, unforgivably in brief, that;

- Clare Mowbray’s unstintingly regular production of the free Environmental Bulletin to some 1, 600 readers. This brings benefits to all our member organisations and the wider public too. Our website is still the must-visit site for a summary of what is happening in the county, not just our own work.
- The up-keep of the Conservation Target Areas system remains a crucial tool for a shared strategic approach to conservation effort and is an important component of the planning scheme.
- The Thames Water Blitz continues to gather water quality data for river scientists, regulatory bodies and water companies through an army of citizen scientists in Oxfordshire.

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It remains for me just to thank all our partners and member organisations for engaging with us through the year, and our major donors and sponsors. Key donors include Beard, Cherwell District Council, Environment Agency, Oxfordshire County Council, HDH Wills Trust, Patsy Wood Trust, Smiths and Sons (Bletchington). These accounts will show that whilst the financial outgoings are modest, Wild Oxfordshire continues to achieve and innovate. In an uncertain, divided world, the role of Wild Oxfordshire in tearing down walls and delivering positive change is more important than ever.

Sian Liwicki, Chair of Wild Oxfordshire

Wild Oxfordshire

Financial Review of the year ended 31st March 2018

For the year ending 31st March 2018, the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476. The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of accounts. These accounts have been prepared in accordance with the provisions applicable to companies subject to The Small Companies regime.

Comparative position

Overall expenditure increased significantly last year by £104,464 from £82,841 in 2016/17 to £187,305. This was due to spending of the grant received from the Environment Agency in connection with the River Evenlode natural flood management project. Income similarly increased by £134,499 compared with 2016/17 for the same reason. Without the Natural Flood Management project our income and expenditure were on a par with 2016/7.

We remain, as ever, most grateful to the continuing generosity of those who provided financial support for the work of Wild Oxfordshire in 2017/18 (recognised elsewhere in this Report). Notwithstanding somewhat turbulent times, equity investments also performed strongly and bolstered our reserves by some £3,291.

Funds at the end of the financial year stood at £110,481, of which £72,077 were unrestricted. This means that Wild Oxfordshire was reasonably comfortably above our agreed £50,000 minimum reserves threshold. Nevertheless, just as before, fundraising remains a priority if we are to continue to thrive as an organisation.

Trustees held the assets of the charity in accordance with their powers during the year. The trustees have absolute discretion to invest the funds of the charity. Our policy for the selection of investments for the charity has been to place at minimum 75% of surplus funds in fixed fund units with COIF via CCLA, and a COIF investment fund (listed equities). At the end of the financial year investments held amounted to £72,175 i.e. 65% total funds. Whilst this is below the 75% this is reasonable because of the larger sums committed to expenditure on projects in the short term.

Reserves Policy

Given our current commitments, and the uneven nature of much of our funding, our policy is to maintain unrestricted reserves available at a minimum of £50,000.

In a nutshell, Wild Oxfordshire 2017/18 Financial position:

- | | |
|--|----------|
| • Balance at start of year | £82,217 |
| • Expenditure | £187,305 |
| • Income | £212,279 |
| • Gains from investments | £3,291 |
| • Total funds carried forward into 2018/19 | £110,481 |

Rob Dance (Hon Treasurer)

Wild Oxfordshire

Statement of Trustees' Responsibilities

Charity law requires trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity at the year end and of its incoming resources and resources expended during the year. In preparing those financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2006. They are responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Independent Examiner

The Trustees have appointed Certax Accounting to carry out the examination of these accounts, which exceed the threshold that requires independent examination under Charity Commission accounting rules. The trustees recommend that Certax Accounting remain in office until further notice.

This report was approved by the trustees on 5th December 2018 and signed on their behalf by

Sian Liwicki (Chair of Trustees)

Wild Oxfordshire

Independent Examiner's Report

To the trustees on the unaudited financial statements of Wild Oxfordshire.

We report on the financial statements of Wild Oxfordshire for the year ended 31st March 2018 which comprise the statement of financial activities, balance sheet and related notes.

Respective responsibilities of trustees and examiner

As the charity trustees you are responsible for the preparation of the accounts, you consider that the audit requirements of section 43(2) of the Charities Act 1993 (the Act) does not apply. It is our responsibility to state, on the basis of procedures specified in the general Directions given by the Charity Commissioners under section 43(7)9b of the Act, whether particular matters have come to our attention.

Basis of Independent examiner's report

Our examination was carried out in accordance with the General Directions given by the Charity Commissioners and in accordance with the provisions in part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently we do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In our opinion the financial statements:

Give a true and fair view of the state of the charitable company's affairs as at 31st March 2018 and of its incoming resources and application of resources, including income and expenditure, for the year then ended;

Have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and

Have been prepared in accordance with the requirements of the Companies Act 2006 and the statement of Recommended Practice for charities.

Simon Oakland, Certax Accounting
Independent Scrutineer

Wild Oxfordshire

Financial Statement

Statement of Financial Activities for the year ended 31st March 2018

		Unrestricted funds	Restricted funds	Natural Flood Mgt Project	Total	Total
	Notes	2018 £	2018 £	2018 £	2018 £	2017 £
INCOMING RESOURCES						
Incoming Resources from generated funds						
Voluntary income	2	20,552	56,450	134,730	211,732	77,680
Investment income	3	547	-	-	547	100
Other incoming resources		-	-	-	-	-
Total incoming resources		<u>21,099</u>	<u>56,450</u>	<u>134,730</u>	<u>212,279</u>	<u>77,780</u>
RESOURCES EXPENDED						
Cost of generating funds						
Fundraising	4					5,281
Charitable activities						
Communication and partnerships	5	32,689	43,039	110,380	186,108	76,840
Governance costs	6	1,197	-	-	1,197	720
Total resources expended		<u>33,886</u>	<u>43,039</u>	<u>110,380</u>	<u>187,305</u>	<u>82,841</u>
NET INCOMING/ (OUTGOING)		(55,826)	56,450	24,349	24,973	(5,059)
RESOURCES BEFORE TRANSFERS						
Transfers		0	0	0	0	-
Gross Transfers between funds						
Net incoming/(outgoing) resources before other recognised gains and losses		(55,826)	56,450	24,349	24,973	(5,059)
Gains/losses on investment assets	11	<u>3,291</u>	<u>0</u>	<u>0</u>	<u>3,291</u>	<u>10,220</u>
Net movement in funds		<u>(52,535)</u>	<u>56,450</u>	<u>24,349</u>	<u>28,264</u>	<u>5,060</u>
RECONCILIATION OF FUNDS						
Total funds brought forward from 2016-17		<u>66,590</u>	<u>15,627</u>	<u>0</u>	<u>82,217</u>	<u>77,056</u>
Total funds carried forward		<u>14,054</u>	<u>72,077</u>	<u>24,349</u>	<u>110,481</u>	<u>82,216</u>

The notes on pages 13 – 17 form an integral part of these financial statements

Wild Oxfordshire

Balance Sheet as at 31st March 2018

	<i>Notes</i>	2018 £	2017 £
Fixed assets			
Tangible assets	10	974	801
Investments	11	<u>72,175</u>	<u>68,884</u>
		73,149	69,685
Current assets			
Debtors	12	0	5,500
Cash at bank and in hand		<u>134,054</u>	<u>158,802</u>
		134,054	164,302
Liabilities			
Creditors: amounts falling due within one year	13	(96,721)	(151,771)
Net current assets			
		110,482	82,216
Net Assets			
		<u>110,482</u>	<u>82,216</u>
Funds	14	110,482	82,216

The notes on pages 13 – 17 form an integral part of these financial statements.

The financial statements were approved by the Board of Trustees on 5th December 2018 and signed on its behalf by:

Rob Dance
(Hon. Treasurer)

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Notes to the Financial Statements

1.1. Accounting convention

The accounts are prepared under the historical cost convention, as modified by the revaluation of investments, and in compliance with applicable accounting standards. In preparing the accounts the company has followed best practice as laid down in the Companies Act 1985, the Charities Act 1993 and the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (Revised 2005). Where applicable, comparative figures have been restated to comply with SORP 2005, but these restatements have had no effect on the funds brought forward at the start of the year.

The charity has taken advantage of the exemption in FRS1 from the requirement to produce a cashflow statement because it is a small charity.

1.2. Incoming resources

Incoming resources are generally recognised on a receivable basis and are reported gross of related expenditure, where the amounts are reasonably certain and when there is adequate certainty of receipt.

The following specific policies are applied to particular categories of income:

- Voluntary income received by way of grants, donations and legacies is included in full in the Statement of Financial Activities when receivable. Gift Aid recoverable is accounted for in the same period as the related donation.
- Unrestricted funds can be spent on any of the organisation's charitable activities. Restricted funds must be spent on activities specified by the funder
- Legacies are recognised as income only when the charity becomes entitled to the income, receipt is certain and the amount concerned is measurable.
- Grants (including grants for the purchase of fixed assets), where entitlement is not conditional on delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.
- Investment income is accounted for when receivable.
- Donated assets are included at the value to the charity where this can be quantified and a third party is bearing the cost. Gifts donated for resale are included as income when they are sold.
- The value of services provided by volunteers has not been included.

1.3. Resources expended

Resources expended are accounted for on an accruals basis and gross of any related income. They are classified under headings that aggregate all costs related to the category. They are split according to restricted and unrestricted funds to enable us to report back to funders who have requested their donation be spent on specific activities. Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with use of the resources.

- Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities.
- Costs of charitable activities comprise direct expenditure including direct staff costs attributable to activities. Where costs cannot be directly attributed, they have been allocated to activities on a basis consistent with the use of resources.
- Governance costs include those costs, such as statutory audit and legal and professional fees, associated with constitutional and statutory requirements.

1.4. Tangible fixed assets and depreciation

Depreciation is provided at rates calculated to write off the cost or valuation less residual value of each asset over its expected useful life, as follows:

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Fixtures, fittings and equipment	-	20% reducing balance
I.T Equipment	-	33% reducing balance

1.5. Investments

Where there is a readily ascertainable market value, investments are shown at market value as at the year-end. In the absence of a readily ascertainable market value, investments are valued at cost. Movements in value are shown in the income and expenditure account.

1.6. Pensions

The pension costs charged in the financial statements represent the contribution payable by the charity during the year.

2. Voluntary income

	Unrestricted funds £	Restricted funds £	Natural Flood Mgt Project £	2018 £	2017 £
Donations	2,576	1,500	0	4,076	5,378
Grants	18,074	54,950	134,730	207,754	45,000
Subscriptions	430	0	0	430	445
Other	19	0	0	19	26,850
Total	<u>21,099</u>	<u>56,450</u>	<u>134,730</u>	<u>212,279</u>	<u>77,681</u>

Gifts and services in kind

The trustees recognise that gifts and services in kind were an important contributor to the overall financial well-being of Wild Oxfordshire. The total value of help in kind including invaluable support of volunteers is conservatively estimated at £5,000.

3. Investment income

	Unrestricted funds £	Restricted funds £	2018 £	2017 £
Income from investments	320	-	-	-
Deposit interest	227	-	-	-
Other investment income	-	-	-	-
	<u>547</u>	<u>0</u>	<u>547</u>	<u>99</u>

4. Fundraising

We are constantly seeking new sources of funds.

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5. Costs of charitable activities

	Unrestricted	Restricted	Natural Flood Mgt	Total 2018	Total 2017
	£	£	£	£	£
Staff costs	28,709	29,070	28,707	86,486	49,281
Legal and auditing	806	806	0	1,612	856
Recruitment and training	206	187	0	393	463
Travelling	42	42	434	518	9
Administration and Communications	2,644	2,902	2,745	8,291	4,303
Fundraising	282	0	0	282	5,281
Events/ special	0	0	0	0	6,875
Projects					
Environmental Strategy work	0	300	0	300	0
Citizen Science (Waterblitz)	0	481	0	481	5,636
Evenlode Catchment Work	0	7,803	0	7,803	1,051
Community Ecologist Projects	0	1,448	0	1,448	0
Natural Flood Management	0	0	78,494	78,494	291
Glyme restoration	0	0	0	0	1,640
Farm Advice Projects	0	0	0	0	6,044
Total	<u>32,689</u>	<u>43,039</u>	<u>110,380</u>	<u>186,108</u>	<u>82,120</u>

6. Governance costs

	Unrestricted funds	Restricted funds	2018 £	2017 £
	£	£		
Independent examination costs	1,197	-	1,197	720
	1,197	-	1,197	720

7. Operating gain

	2018 £	2017 £
Operating gain is stated after charging:		
Depreciation and other amounts written off tangible assets	477	391

8. Employees

	2018	2017
Number of employees		
The average monthly number of employees during the year was:	3	2

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Employment costs

	Unrestricted	Restricted	NFM	2018 £	2017 £
Wages & salaries	25,511	25,512	25,278	76,301	44,486
National ins & pension	3,401	3,401	3,383	10,185	4,795
Total				86,486	49,281

No trustee received any remuneration or expenses during the year 2017-18 - £Nil.

9. Pension costs

The company pays pension contributions to employees personal pension schemes. The pension charge represents contributions due from the company and amounted to £6,838 (2017 - £3,960).

10. Tangible fixed assets

	Computer £	Fixtures and fittings and equipment £	Total £
Cost			
At April 1 2016	6,551	639	7,190
Addition	650	-	650
At 31 March 2017	7,201	639	7,840
Depreciation			
At April 1 2017	5,765	624	6,389
Charge for the year	474	3	477
At 31 March 2018	6,239	627	6,866
Net Book Values			
AT 31 March 2018	962	12	974
At 31 March 2017	786	15	801

11. Fixed asset investments

	Listed investment £	Total £
Market value		
At 1 April 2017	68,884	68,884
Additions	-	-
Disposals	-	-
Revaluations		
At 31 March 2018	3,291	3,291
Net book values		
At 31 March 2018	72,175	72,175
At 31 March 2017	68,884	68,884

Included in fixed asset investments are the following individual investments, which represent more than 5% of the total investment portfolio:

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	2018	2017
	£	£
COIF Charities - Fixed Fund units	7,256	8,892
COIF Charities - Investment Fund units	63,239	59,992
	70,495	68,884

Investments at market value comprise:

	2018	2017
	£	£
UK – Listed equities	63,239	59,992
UK – Unlisted equities	1,680	1,680
UK - Securities	7,256	7,212
	72,175	70,564

The historical cost of investments at 31 March 2018 was £43,587 (no change)

12. Debtors

	2018	2017
	£	£
Other debtors	-	-
Income due for 2017-18	0	5,500

13. Creditors: amounts falling due within one year

	2018	2017
	£	£
Trade creditors	9,219	14,388
Advanced income	77,356	134,591
Other creditors	9,426	2,072
Accruals and deferred income	720	720
	96,721	151,771

14. All funds

	31 March 2017	Incoming	Outgoing	Gains/losses	TRFS	31 March 2017
	£	£	£	£		£
	82,217	212,279	187,305	3,291		110,482