

COMPANY REGISTRATION NUMBER: 04046886
CHARITY REGISTRATION NUMBER: 1095859

**RECORD, THE BIODIVERSITY INFORMATION SYSTEM
FOR CHESHIRE, HALTON, WARRINGTON AND WIRRAL**

Company Limited by Guarantee

Unaudited Financial Statements

31 March 2022

AGP

Chartered accountants
Sycamore House
Sutton Quays Business Park
Sutton Weaver
Runcorn
Cheshire
WA7 3EH

RECORD, THE BIODIVERSITY INFORMATION SYSTEM FOR CHESHIRE, HALTON, WARRINGTON AND WIRRAL

Company Limited by Guarantee

Financial Statements

Year ended 31 March 2022

	Page
Trustees' annual report (incorporating the director's report)	1
Independent examiner's report to the trustees	5
Statement of financial activities (including income and expenditure account)	6
Statement of financial position	7
Notes to the financial statements	9
The following pages do not form part of the financial statements	
Detailed statement of financial activities	18

RECORD, THE BIODIVERSITY INFORMATION SYSTEM FOR CHESHIRE, HALTON, WARRINGTON AND WIRRAL

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report)

Year ended 31 March 2022

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2022.

Reference and administrative details

Registered charity name RECORD, THE BIODIVERSITY INFORMATION SYSTEM FOR
CHESHIRE, HALTON, WARRINGTON AND WIRRAL

Charity registration number 1095859

Company registration number 04046886

Principal office Cedar House
Chester Zoological Gardens
Upton
Chester
Cheshire
CH2 1LH

Registered office Sycamore House
Sutton Quays Business Park
Sutton Weaver
Runcorn
Cheshire
WA7 3EH
UK

The trustees

Mr A Parker
Miss S Bird
Mrs H Bradshaw
Mr D Stone
Dr M Geary
Mr J Buchanan

(Resigned 11 September 2021)

Secretary Mr A Parker

Independent examiner Rachel Palombella FCA
Sycamore House
Sutton Quays Business Park
Sutton Weaver
Runcorn
Cheshire
WA7 3EH

RECORD, THE BIODIVERSITY INFORMATION SYSTEM FOR CHESHIRE, HALTON, WARRINGTON AND WIRRAL

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2022

Structure, governance and management

The company has been established to bring biological recording and the needs of the community and a range of organisations together as an information resource.

The organisation is a charitable company limited by guarantee, incorporated on 3 August 2000 and registered as a charity on 6 February 2003. The company was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed under its Articles of Association. Under those Articles, the members of the Board of Management are elected at the AGM.

Every member of the Company undertakes to contribute such amount as may be required (not exceeding £1) to the Company's assets if it should be wound up while he/she is a member or within one year after he/she ceases to be a member.

Members of the board of management

Members of the board of management, who are directors for the purpose of company law and trustees for the purpose of charity law, who served during the year and up to the date of this report are set out on page 1.

Under the requirements of the Memorandum and Articles of Association the members of the management committee are elected to serve for a period of 3 years after which they must be re-elected at the next annual general meeting.

Objectives and activities

The objectives of the company are to benefit the public through the advancement of education in all areas relating to biodiversity in Cheshire, Halton, Warrington and Wirral by all or any of the following means:

- the collating, storage, management and dissemination of biodiversity information;
- conducting, encouraging and promoting research into biodiversity and disseminating the results of such research;
- offering training and awareness raising programmes relating to biodiversity within the area of benefit.

The company reviews its aims, objectives and activities each year ensuring they remain focused on the stated purposes of the charity. The Trustees refer to the guidance given by the Charity Commission on public benefit during this process and assess how successful each activity has been and what benefits have been brought to the groups of people the charity is set up to help.

RECORD, THE BIODIVERSITY INFORMATION SYSTEM FOR CHESHIRE, HALTON, WARRINGTON AND WIRRAL

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2022

Achievements and performance

RECORD's main income source for the year came through commercial data enquiries, service level agreements and project work. 2021 proved to be another challenging year; with a return to office working after the prolonged COVID-19 lockdown.

The main achievements for the year are:

Partnerships, Training & Public Engagement

- The online format, Wildlife Exchange Sessions have continued to prove popular; attendance figures are still above what was achieved through the in-person events.
- RECORD returned, albeit tentatively, back to public engagement events post the COVID-19 lockdown restrictions.
- Monitoring on the Chester Zoo Nature Reserve has been successfully completed for another year. The monitoring work has continued to uncover new species for the site including a number of notable finds.
- In addition to the Nature Reserve Monitoring, RECORD successfully ran a series of wildlife recording events within the Chester Zoo Estate. The recording events generated a number of notable species records and helped build an ecological baseline to support future management decisions.
- A series of marine shoreline recording events were held throughout the 2021 season, generating valuable data for this under-recorded habitat. These events identified new colonies of the important, reef-forming, Honeycomb-worm (*Sabellaria alveolata*).
- The online coffee afternoons continued to maintain a connection with the RECORD volunteer community.

Investment in RECORD Staffing, Infrastructure, Products and Services

- IT strategy review - working with an IT consultancy, RECORD conducted a review of its IT systems and has implemented a course of action. Work will continue into the 2022 financial year and will see RECORD take advantage of cloud technology.
- RECORD remains committed to staff development with training and development in volunteer management, health and safety, R Studio, first aid and species identification training all being undertaken
- Work continued on the Ancient Woodland Inventory Update for the Cheshire area.
- Data search requests continue to increase.

Financial review

In the year ended 31 March 2022 the Charity's incoming resources exceeded its outgoing resources by £21,632 leaving the reserves in surplus by £151,074. The Trustees are satisfied with the results for the year. The trustees have continued with the development of their financial systems, so that monitoring and reporting is readily available to all interested parties.

Investment of powers and restrictions

Under the Memorandum and Articles of Association the company may undertake any investment which the trustees see fit.

RECORD, THE BIODIVERSITY INFORMATION SYSTEM FOR CHESHIRE, HALTON, WARRINGTON AND WIRRAL

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2022

Reserves policy

It is the policy of the board of management to build up unrestricted reserves to provide working capital to enable the activities of the charity to continue in the event of a significant drop in funding and to enable contracted commitments to be met. Unrestricted reserves have increased from the previous year.

Plans for future periods

The members do not foresee any significant changes to the charity's activities and operations.

Responsibilities of the board of management

The trustees (who are also the directors of the company for the purposes of company law) are responsible for preparing the Trustees' Report (incorporating the director's report) and the financial statements in accordance with applicable law and United Kingdom Accounting Standards including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the income and expenditure of the charitable company for that period. In preparing these financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;" observe the methods and principles in Charities SORP;
- make judgements and accounting estimates that are reasonable and prudent;" state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Small company provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption. The trustees' annual report was approved on 11 November 2022 and signed on behalf of the board of trustees by:

Anthony R. Parker

Mr A Parker
Trustee

RECORD, THE BIODIVERSITY INFORMATION SYSTEM FOR CHESHIRE, HALTON, WARRINGTON AND WIRRAL

Company Limited by Guarantee

Independent Examiner's Report to the Trustees of RECORD, THE BIODIVERSITY INFORMATION SYSTEM FOR CHESHIRE, HALTON, WARRINGTON AND WIRRAL *(continued)*

Year ended 31 March 2022

I report to the trustees on my examination of the financial statements of RECORD, THE BIODIVERSITY INFORMATION SYSTEM FOR CHESHIRE, HALTON, WARRINGTON AND WIRRAL ('the charity') for the year ended 31 March 2022.

Responsibilities and basis of report

As the trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Rachel Palombella FCA
Independent Examiner

Sycamore House
Sutton Quays Business Park
Sutton Weaver
Runcorn
Cheshire
WA7 3EH
11 November 2022

RECORD, THE BIODIVERSITY INFORMATION SYSTEM FOR CHESHIRE, HALTON, WARRINGTON AND WIRRAL

Company Limited by Guarantee

Statement of Financial Activities (including income and expenditure account)

Year ended 31 March 2022

			2022		2021
	Note	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
Income and endowments					
Charitable activities	5	135,942	–	135,942	97,765
Total income		<u>135,942</u>	<u>–</u>	<u>135,942</u>	<u>97,765</u>
Expenditure					
Expenditure on charitable activities	6,7	114,310	–	114,310	101,639
Total expenditure		<u>114,310</u>	<u>–</u>	<u>114,310</u>	<u>101,639</u>
Net income/(expenditure) and net movement in funds		<u>21,632</u>	<u>–</u>	<u>21,632</u>	<u>(3,874)</u>
Reconciliation of funds					
Total funds brought forward		129,440	2	129,442	133,316
Total funds carried forward		<u>151,072</u>	<u>2</u>	<u>151,074</u>	<u>129,442</u>

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.

The notes on pages 9 to 16 form part of these financial statements.

RECORD, THE BIODIVERSITY INFORMATION SYSTEM FOR CHESHIRE, HALTON, WARRINGTON AND WIRRAL

Company Limited by Guarantee

Statement of Financial Position

31 March 2022

	Note	2022 £	2021 £
Fixed assets			
Tangible fixed assets	13	11,498	3,484
Current assets			
Debtors	14	11,929	18,169
Cash at bank and in hand		130,642	112,976
		<u>142,571</u>	<u>131,145</u>
Creditors: amounts falling due within one year	15	2,874	4,916
Net current assets		<u>139,697</u>	<u>126,229</u>
Total assets less current liabilities		151,195	129,713
Creditors: amounts falling due after more than one year	16	121	271
Net assets		<u>151,074</u>	<u>129,442</u>
Funds of the charity			
Restricted funds		2	2
Unrestricted funds		151,072	129,440
Total charity funds	18	<u>151,074</u>	<u>129,442</u>

For the year ending 31 March 2022 the charity 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 financial statements 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 the preparation of financial statements.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The statement of financial position
continues on the following page.

The notes on pages 9 to 16 form part of these financial statements.

RECORD, THE BIODIVERSITY INFORMATION SYSTEM FOR CHESHIRE, HALTON, WARRINGTON AND WIRRAL

Company Limited by Guarantee

Statement of Financial Position *(continued)*

31 March 2022

These financial statements were approved by the board of trustees and authorised for issue on 11 November 2022, and are signed on behalf of the board by:

Anthony R. Parker

Mr A Parker
Trustee

The notes on pages 9 to 16 form part of these financial statements.

RECORD, THE BIODIVERSITY INFORMATION SYSTEM FOR CHESHIRE, HALTON, WARRINGTON AND WIRRAL

Company Limited by Guarantee

Notes to the Financial Statements

Year ended 31 March 2022

1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is Sycamore House, Sutton Quays Business Park, Sutton Weaver, Runcorn, Cheshire, WA7 3EH, UK.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)) and the Companies Act 2006.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

The impact of the Covid-19 pandemic has been detailed in note 22 to the accounts and whilst the Charity has been severely impacted by the consequences of the virus, the Trustees remain confident that the Charity remains a going concern and therefore the financial statements have been prepared on that basis.

Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectation of future events that are believed to be reasonable under the circumstances.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

RECORD, THE BIODIVERSITY INFORMATION SYSTEM FOR CHESHIRE, HALTON, WARRINGTON AND WIRRAL

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2022

3. Accounting policies *(continued)*

Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

RECORD, THE BIODIVERSITY INFORMATION SYSTEM FOR CHESHIRE, HALTON, WARRINGTON AND WIRRAL

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2022

3. Accounting policies *(continued)*

Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Computer Equipment	- 33% straight line
Equipment	- 20% straight line

Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.

Deferred capital grants

Deferred capital grants in respect of capital expenditure are treated as deferred income and are credited to the profit and loss account over the estimated useful life of the assets to which they relate.

RECORD, THE BIODIVERSITY INFORMATION SYSTEM FOR CHESHIRE, HALTON, WARRINGTON AND WIRRAL

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2022

3. Accounting policies *(continued)*

Financial instruments

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

4. Limited by guarantee

Every member of the Company undertakes to contribute such amount as may be required (not exceeding £1) to the Company's assets if it should be wound up while he/she is a member or within one year after he/she ceases to be a member.

If, upon winding up or the dissolution of the company, there remains, after satisfaction of all debts and liabilities, any property whatsoever, the surplus shall be given or transferred to some other charitable institution having charitable objects similar to the objects of the Company.

5. Charitable activities

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
Grants	47,507	47,507	26,130	26,130
Contract income	78,343	78,343	71,634	71,634
Other income	10,092	10,092	1	1
	<u>135,942</u>	<u>135,942</u>	<u>97,765</u>	<u>97,765</u>

6. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
Provision of an information resource	<u>114,310</u>	<u>114,310</u>	<u>101,639</u>	<u>101,639</u>

7. Expenditure on charitable activities by activity type

	Activities undertaken directly £	Total funds 2022 £	Total fund 2021 £
Provision of an information resource	<u>114,310</u>	<u>114,310</u>	<u>101,639</u>

RECORD, THE BIODIVERSITY INFORMATION SYSTEM FOR CHESHIRE, HALTON, WARRINGTON AND WIRRAL

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2022

8. Net income/(expenditure)

Net income/(expenditure) is stated after charging/(crediting):

	2022	2021
	£	£
Depreciation of tangible fixed assets	<u>1,990</u>	<u>1,998</u>

9. Independent examination fees

	2022	2021
	£	£
Fees payable to the independent examiner for: Independent examination of the financial statements	<u>2,333</u>	<u>2,413</u>

10. Staff costs

The average head count of employees during the year was 4 (2021: 3). The average number of full-time equivalent employees during the year is analysed as follows:

	2022	2021
	No.	No.
Number of staff	<u>4</u>	<u>3</u>

No employee received employee benefits of more than £60,000 during the year (2021: Nil).

11. Trustee remuneration and expenses

No remuneration or other benefits from employment with the charity or a related entity were received by the trustees.

12. Taxation

The company is a registered charity and as such is exempt from Income and Corporation Taxes under the provision of the Income and Corporation Taxes Act 1988. The cost of Value Added Tax incurred by the company has been included in the Income and Expenditure Account.

RECORD, THE BIODIVERSITY INFORMATION SYSTEM FOR CHESHIRE, HALTON, WARRINGTON AND WIRRAL

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2022

13. Tangible fixed assets

	Plant and machinery £	Equipment £	Total £
Cost			
At 1 April 2021	42,272	6,302	48,574
Additions	10,004	—	10,004
At 31 March 2022	<u>52,276</u>	<u>6,302</u>	<u>58,578</u>
Depreciation			
At 1 April 2021	40,031	5,059	45,090
Charge for the year	1,389	601	1,990
At 31 March 2022	<u>41,420</u>	<u>5,660</u>	<u>47,080</u>
Carrying amount			
At 31 March 2022	<u>10,856</u>	<u>642</u>	<u>11,498</u>
At 31 March 2021	<u>2,241</u>	<u>1,243</u>	<u>3,484</u>

14. Debtors

	2022 £	2021 £
Prepayments and accrued income	—	7,955
Other debtors	11,929	10,214
	<u>11,929</u>	<u>18,169</u>

15. Creditors: amounts falling due within one year

	2022 £	2021 £
Trade creditors	33	327
Accruals and deferred income	1,830	2,018
Social security and other taxes	—	1,615
Other creditors	1,011	956
	<u>2,874</u>	<u>4,916</u>

16. Creditors: amounts falling due after more than one year

	2022 £	2021 £
Accruals and deferred income	121	271

RECORD, THE BIODIVERSITY INFORMATION SYSTEM FOR CHESHIRE, HALTON, WARRINGTON AND WIRRAL

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2022

17. Deferred income

	2022	2021
	£	£
At 1 April 2021	6,191	6,191
Amount released to income	(6,070)	(5,920)
At 31 March 2022	<u>121</u>	<u>271</u>

18. Analysis of charitable funds

Unrestricted funds

	At 1 April 2021 £	Income £	Expenditure £	At 31 March 2022 £
General funds	129,440	135,942	(114,310)	151,072

	At 1 April 2020 £	Income £	Expenditure £	At 31 March 2021 £
General funds	133,314	97,765	(101,639)	129,440

Restricted funds

	At 1 April 2021 £	Income £	Expenditure £	At 31 March 2022 £
Restricted Fund	2	—	—	2

	At 1 April 2020 £	Income £	Expenditure £	At 31 March 2021 £
Restricted Fund	2	—	—	2

19. Transfers

During the year, no transfers have been made from the restricted fund to the unrestricted fund in respect of project management and delivery and the purchase of fixed assets.

RECORD, THE BIODIVERSITY INFORMATION SYSTEM FOR CHESHIRE, HALTON, WARRINGTON AND WIRRAL

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2022

20. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Tangible fixed assets	11,498	–	11,498
Current assets	142,569	2	142,571
Creditors less than 1 year	(2,874)	–	(2,874)
Creditors greater than 1 year	(121)	–	(121)
Net assets	151,072	2	151,074

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Tangible fixed assets	3,484	–	3,484
Current assets	131,143	2	131,145
Creditors less than 1 year	(4,916)	–	(4,916)
Creditors greater than 1 year	(271)	–	(271)
Net assets	129,440	2	129,442

21. Related parties

No transactions with related parties were undertaken such as are required to be disclosed under FRS102.

22. Impact of the covid-19 pandemic

Due to the C19 crisis, 2020 has been a very uncertain time and resulted in RECORD changing focus, albeit for the short term - hopefully, from our usual public engagement work to more of a remote delivery system of engagement and other core work/projects.

Our main income source (commercial data searches) has seen some fluctuations during the pandemic and this follows decreases in invoiced work over the last two years. As a result, financial planning has been more challenging than usual.

Despite the negative impact of C19 on core operations, RECORD continues to operate and has recruited an extra staff member to cover work on a new business opportunity.

**RECORD, THE BIODIVERSITY INFORMATION SYSTEM FOR
CHESHIRE, HALTON, WARRINGTON AND WIRRAL**

Company Limited by Guarantee

Management Information

Year ended 31 March 2022

The following pages do not form part of the financial statements.

RECORD, THE BIODIVERSITY INFORMATION SYSTEM FOR CHESHIRE, HALTON, WARRINGTON AND WIRRAL

Company Limited by Guarantee

Detailed Statement of Financial Activities

Year ended 31 March 2022

	2022 £	2021 £
Income and endowments		
Charitable activities		
Grants	47,507	26,130
Contract income	78,343	71,634
Other income	10,092	1
	<u>135,942</u>	<u>97,765</u>
 Total income	 <u>135,942</u>	 <u>97,765</u>
 Expenditure on charitable activities		
Provision of an information resource		
Activities undertaken directly		
Administrative staff salaries	88,791	84,535
Employers Pension	3,652	3,426
Rent	3,360	3,360
Subscriptions and memberships	1,350	2,746
Conference expenses	160	–
IT development and support	6,246	–
Insurance	705	537
Traps, nets, handbooks etc	47	32
Travel and subsistence	69	–
Telephone and internet	1,597	1,438
Printing, postage and stationery	21	76
Amortisation of government grants	(150)	(336)
Depreciation	1,990	1,998
Surveyors' fees	3,028	–
Sundry expenses	467	970
Bank charges	644	444
Accountancy fees	2,333	2,413
Expenditure on charitable activities	<u>114,310</u>	<u>101,639</u>
 Net income/(expenditure)	 <u>21,632</u>	 <u>(3,874)</u>