

**REGISTERED COMPANY NUMBER: 04750979 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 1110163**

**REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED  
31 MARCH 2021  
FOR**

**KENT & MEDWAY BIOLOGICAL RECORDS CENTRE**

IBC Accountants  
Suite 1, Unit C3, Knights Park Industrial Estate  
Knight Road  
Rochester  
Kent  
ME2 2LS

**KENT & MEDWAY BIOLOGICAL RECORDS CENTRE**

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FOR THE YEAR ENDED 31 MARCH 2021**

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## **KENT & MEDWAY BIOLOGICAL RECORDS CENTRE**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2021. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in 2011.

### **REFERENCE AND ADMINISTRATIVE DETAILS**

#### **Registered Company number**

04750979 (England and Wales)

#### **Registered Charity number**

1110163

#### **Registered office**

Brogdale Farm Office  
Brogdale Farm  
Brogdale Road

Faversham  
Kent  
ME13 8XZ

### **Trustees**

Ms T L Bennett  
Dr L Davies  
Mr G K Robinson  
Mr I Tittley  
Mrs J Tardivel  
Mrs S Thompson  
Mr I Ferguson

### **Company Secretary**

Dr L Davies

### **Independent examiner**

A F Keeves  
IBC Accountants  
Suite 1, Unit C3, Knights Park Industrial Estate  
Knight Road  
Rochester  
Kent  
ME2 2LS

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Governing document**

The charitable company is governed by its memorandum and articles of association.

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## **KENT & MEDWAY BIOLOGICAL RECORDS CENTRE**

### **REPORT OF THE TRUSTEES**

#### **FOR THE YEAR ENDED 31 MARCH 2021**

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Recruitment and appointment of new trustees**

Potential new trustees are sought by the chairman and other trustees. Selections are made with a view to ensuring that a broad spread of professional skills are available within the trustee team and that public, private and charitable institutions and recording bodies' interests in the work of the records centre are represented. In particular trustees will be sought from within the steering group.

The trustees retire by rotation on the basis of who have been longest in the office since their last appointment or reappointment, but as between persons who became or were last reappointed trustees on the same day those to retire shall (unless they agree otherwise among themselves) be determined by lot.

If the charitable company at the meeting at which a trustee retires by rotation does not fill the vacancy the retiring trustee shall, if willing to act, be deemed to have been reappointed unless at the meeting it is resolved not to fill the vacancy or unless a resolution for the reappointment of the trustee is put to the meeting and lost.

### **Organisational structure**

The Chief Executive, Hannah Cook, controls the day to day administration under the direction of the trustees.

### **Risk management**

The trustees have assessed the major risks to which the charitable company is exposed and are satisfied that systems are in place to mitigate its exposure to risks.

## **OBJECTIVES AND ACTIVITIES**

### **Objectives and aims**

The Company's objects are

- (1) through the collection and dissemination of records, data or information on the biology, ecology, geology or other aspects of the natural history of the county of Kent, to
  - (a) advance public education in the biology, ecology, geology and other aspects of the natural history of the county of Kent,
  - (b) advance public participation in, and public understanding and enjoyment of, the conservation of the natural environment and wildlife, and
  - (c) advance the sustainable use of the natural environment and wildlife for public benefit; and
- (2) to promote, encourage, organise and carry on study and research for the advancement of knowledge in the natural sciences in Kent.

The mission of the charitable company is to encourage and support recording whilst at the same time making those records collected as widely available as possible.

In accordance with section 17 of the Charities Act 2011, the trustees have had due regard to the guidance published by the Charity Commission on the operation of the requirement that our charitable purpose is for the public benefit.

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## **KENT & MEDWAY BIOLOGICAL RECORDS CENTRE**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021**

#### **Review of activities and future developments**

The figures for Kent and Medway Biological Records Centre have, in this financial year, continued to be positive. The income from survey sales was up on last year at £134,126 compared to £131,239 in 19/20 whilst income from grants and service level agreements decreased from £40,044 in 2019/20 to £34,054 although this is more a factor of when the SLA payments arrive with us than any real drop in SLA provision. We have once again ended the financial year on a surplus of £46,242 meaning that our free funds currently stand at £258,430, up from £212,188 in 2019/20.

Our data holdings have continued to increase with the current total having this year reached more than 8 million individual entries, up from 6.9 million this time last year. Despite extraordinarily challenging circumstances over the past 18 months, The Records Centre staff continue to work on digitising the paper file data held within the filing cabinets of Eric Philp's museum database. These archives hold an estimated 1.5 million individual species records of which approximately half had previously been digitised and made available to the KMBRC or indeed had been digitised by our staff during visits to the Maidstone Museum. A number of our local recording groups including Kent Bat Group, Kent Mammal Group, Kent Botanical Recording Group, Kent Reptile and Amphibian Group and Kent Ornithological Society continue to provide regular updates under data exchange agreements which involve us also sharing any relevant data with them. This, to us, is a vital process as we strongly believe that in order to provide a co-ordinated approach to species protection and conservation in the County, both we and the specialist groups must be working from the same datasets.

We are working on several projects at the moment and in this past financial year have been working with Kent County Council, Bumblebee Conversation Trust, the National Trust as well as the ongoing work with Kent Wildlife Trust on the delivery phase of the Fifth Continent Landscape Partnership project.

#### **Corporate Sponsors**

In the past, KMBRC has benefitted from working in partnership with a number of corporate sponsors, including the Environment Agency, Kent Wildlife Trust, Kent County Council and Southern Water and Dover District Council but over the past few years of economic uncertainty a number of SLA contracts have either been reduced in terms of their funding provision or have been withdrawn altogether. We have, in 2020/21 secured new agreements with all of our existing SLA partners, as well as a brand new partnership with Affinity Water.

#### **Volunteering**

Whilst we have still continued to have enquiries about volunteering opportunities over the past year we have unfortunately not been able to host anyone due to covid restrictions. We sincerely hope that we can welcome some new volunteers into the office in 2021/22 financial year.

### **Press and Publicity**

We continue to receive numerous requests from the media for help and advice on a variety of news topics and stories. Box moths have been a regular a species of concern this year with more and more people phoning us to say that they have had their box planting destroyed by the caterpillars.

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## **KENT & MEDWAY BIOLOGICAL RECORDS CENTRE**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021**

#### **Website and Social Media**

The website and Social media presence continue to be a valuable source of information for our end users and we make the effort to ensure that the information held on both is up to date and relevant.

#### **Reserves Policy and Risk Management**

The trustees have reviewed the reserves of the charitable company and have established a policy under which the free reserves held should be between three and four months of resources expended, that is between £33,000 and £44,000. This provides working capital and would enable the charitable company to continue operations in the event of a significant drop in funding long enough to reduce or cease its activities in an orderly manner. At 31st March 2021 the free funds amounted to £258,430 as compared to £212,188 on the same date in 2020.

The trustees have assessed the major risks to which the charitable company is exposed and continue to monitor the steps KMBRC takes, in order to satisfy themselves that systems are in place to mitigate its exposure to risks. There have been no incidents relating to security of our property or systems in the financial year. This report has been prepared in accordance with the statement of Recommended Practice Accounting and Reporting by Charities (revised 2005) and in accordance with the special provisions contained in Part 15 of the Companies Act 2006 relating to small companies.

For and on behalf of the trustees  
Teresa Bennett

Chairman  
Date

## **KENT & MEDWAY BIOLOGICAL RECORDS CENTRE**

### **Independent examiner's report For the year ended 31 March 2021**

#### **Independent examiner's report to the trustees of Kent & Medway Biological Records Centre**

I report on the financial statements of the company for the year ended 31 March 2021 which are set out on pages 7 to 18.

This report is made solely to the company's trustees, as a body, in accordance with section 145 of the Charities Act 2011 and regulations made under section 154 of that Act. My work has been undertaken so that I might state to the company's trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's trustees as a body, for my work or for this report.

#### **Respective responsibilities of trustees and examiner**

The trustees, who are also the directors of the company for the purposes of company law, are responsible for the preparation of the financial statements. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the Act) and that an independent examination is needed.

Having satisfied myself that the company is not subject to audit under charity or company law and is eligible for independent examination, it is my responsibility to:

- . examine the financial statements under section 145 of the Act;
- . follow the procedures laid down in the general directions given by the Charity Commission under section 145(5)(b) of the Act; and
- . state whether particular matters have come to my attention.

#### **Basis of independent examiner's report**

My examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the company and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, 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 no opinion is given as to whether the financial statements present a 'true and fair view' and the report is limited to those matters set out in the statement below.

## **Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
- . to keep accounting records in accordance with section 386 of the Companies Act 2006; and
  - . To prepare financial statements which accord with the accounting records and comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or
- (2) To which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached

Signed

Dated:

A.F. Keeves,  
IBC Accountants,  
Suite 1, Unit C3, Knights Park Industrial Estate,  
Knight Road,  
Rochester,  
Kent,  
ME2 2LS.

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## **KENT & MEDWAY BIOLOGICAL RECORDS CENTRE**

### **STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2021**

	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>2021 Total funds</b>	<b>2020 Total funds</b>
Notes	£	£	£	£
<b>INCOMING RESOURCES</b>				

<b>Incoming resources from</b>					
<b>Generated funds</b>					
Voluntary income	2	34054	-	34054	40044
Investment income	3	90	-	90	295
<b>Incoming resources from</b>					
<b>Charitable activities</b>					
Records	4	134126	-	-	134126
		131239			
<b>Other incoming resources</b>					
=		-	-	-	
<b>Total incoming resources</b>					
171578		168270	-	168270	
<b>RESOURCES EXPENDED</b>					
<b>Charitable activities</b>					
Records	5	120117	-	120117	
152571					
<b>Governance costs</b>	7	1911	-	1911	2720
<b>Total resources expended</b>					
155291		<u>122028</u>	-	<u>122028</u>	
<b>NET INCOMING RESOURCES</b>					
16287		46242	-		46242
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		<u>212188</u>		<u>212188</u>	
195901					
<b>TOTAL FUNDS CARRIED FORWARD</b>					
		<u>258430</u>		<u>258430</u>	<u>212188</u>

The notes form part of these financial statements

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## KENT & MEDWAY BIOLOGICAL RECORDS CENTRE

### BALANCE SHEET AT 31 MARCH 2021

	Notes	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	11	1289	-	1289	3089
<b>CURRENT ASSETS</b>					



Debtors	12	34050	-	34050	27158
Cash at bank		232645	-	232645	190696
		<u>          </u>		<u>          </u>	<u>          </u>
		266695	-	266695	217854
<b>CREDITORS</b>					
Amounts falling due within one year	13	9554	-	9554	
8755					
<b>NET CURRENT ASSETS</b>		<u>257141</u>		<u>          </u>	<u>257141</u>
209099		<u>          </u>	-	<u>          </u>	<u>          </u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		258430	-	258430	212188
		<u>          </u>		<u>          </u>	<u>          </u>
<b>NET ASSETS</b>		258430	-	258430	212188
		<u>          </u>		<u>          </u>	<u>          </u>
<b>FUNDS</b>	15				
Unrestricted funds		258430	-	258430	212188
<b>TOTAL FUNDS</b>		<u>258430</u>	-	<u>258430</u>	<u>212188</u>

## KENT & MEDWAY BIOLOGICAL RECORDS CENTRE

### BALANCE SHEET - CONTINUED AT 31 MARCH 2021

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2021.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the Board of Trustees on \_\_\_\_\_ and were signed on its behalf by:

Dr L Davies - Trustee

The notes form part of these financial statements

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## **KENT & MEDWAY BIOLOGICAL RECORDS CENTRE**

### **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021**

#### **1. ACCOUNTING POLICIES**

##### **Basis of preparing the financial statements**

The accounts have been prepared in accordance with the Companies Act, the Statement of Recommended Practice – Accounting and Reporting by Charities (revised 2005), the Financial Reporting Standard for Smaller Entities (effective April 2008), and in accordance with applicable accounting standards.

Comparative figures are for the year ended 31 March 2020.

##### **Accounting convention**

The accounts have been prepared under the historic cost convention.

##### **Incoming resources**

Investment income

Interest on bank deposits is taken into account on an accruals basis.

Donations

Donations are credited in the period in which they are received.

Donated goods

Gifts of new goods are valued for purposes of the accounts at the cost to the donor, where this is known. Gifts of other goods are valued at the estimated current purchase price.

Grants

Grants are recognised when the conditions for receipt have been complied with.

is All incoming resources are included on the Statement of Financial Activities when the charity legally entitled to the income and the amount can be quantified with reasonable accuracy.

### **Resources expended**

that Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

### **Governance costs**

Governance costs are those associated with the governing of the charitable company not relating to fundraising, charitable activities or day to day management.

### **Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off the cost less estimated residual value of each asset over its estimated useful life.

Computer equipment - 25% on cost

are Tangible fixed assets are stated at cost less depreciation. Fixed assets costing less than £250 not capitalised.

### **Taxation**

The charity is exempt from corporation tax on its charitable activities.

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## **KENT & MEDWAY BIOLOGICAL RECORDS CENTRE**

### **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021**

#### **1. ACCOUNTING POLICIES - continued**

##### **Fund accounting**

of the Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

##### **Pension costs and other post-retirement benefits**

The charitable company contributes to various defined contribution pension schemes covering all of its employees. The assets of the schemes are held separately from those of the charitable company in independently administered funds. The pension cost charge represents contributions payable by the charitable company to the funds.

#### **2. VOLUNTARY INCOME**

	<b>2021</b>	2020
	<b>£</b>	<b>£</b>
Donations	2000	2583
Kent County Council	10000	11312
Southern Water	4039	-
Environment Agency	12647	12647
Kent Wildlife Trust	5088	11256
Natural England	280	1086
Kent Field Club	-	- 1160
Miscellaneous	-	-
	<u>34054</u>	<u>40044</u>

#### **3. INVESTMENT INCOME**

	<b>2021</b>	2020
	<b>£</b>	<b>£</b>
Deposit account interest	<u>90</u>	<u>295</u>

#### **4. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES**

		<b>2021</b>	<b>2020</b>
	<b>Activity</b>	<b>£</b>	<b>£</b>
Sales survey	Records	<u>134126</u>	<u>131259</u>

## KENT & MEDWAY BIOLOGICAL RECORDS CENTRE

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

#### 5. CHARITABLE ACTIVITIES COSTS

			<b>Support costs (See note 6)</b>
		<b>£</b>	<b>£</b>
Records - Year ended 31 March 2021			<u>120117</u>

#### 6. SUPPORT COSTS

	<b>Staff £</b>	<b>Property £</b>	<b>Computer £</b>	<b>Other £</b>	<b>Totals £</b>
Records	<u>96443</u>	<u>15681</u>	<u>3736</u>	<u>4257</u>	<u>120117</u>

Support costs, included in the above are as follows:

##### Staff

	<b>2021</b>		<b>2020</b>
	<b>£</b>		<b>£</b>
Salaries	86337		111593
Social Security		4177	7792
Pensions	4683		6846
Miscellaneous expenses	224		320
Other staff costs	-		-
Travel and subsistence		992	1186
Staff training	30		1828
	<u>96443</u>		<u>129565</u>

##### Property

	<b>2021</b>		<b>2020</b>
	<b>£</b>		<b>£</b>
Light and heat		786	1263
Rent and service charges	14547		14040
Maintenance	148		203
Cleaning	200		240
	<u>15681</u>		<u>15746</u>

# KENT & MEDWAY BIOLOGICAL RECORDS CENTRE

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

### 6. SUPPORT COSTS - continued

<b>Computer</b>		<b>2021</b>	2020
		<b>£</b>	£
	Software licences	864	521
	Other computer costs		1072
832			
	Depreciation of tangible fixed assets		1800
1978			
		3736	3331

<b>Other</b>		<b>2021</b>	2020
		<b>£</b>	£
	Insurance	505	474
	Telephone	991	935
	Postage and stationery		176
	General expenses (Events)	1006	432
0	Bank charges	106	138
	Professional fees	35	385
	Subscriptions	-	-
	Miscellaneous	1438	1565
		4257	3929

### 7. GOVERNANCE COSTS

	<b>2021</b>	2020
	<b>£</b>	£
Accountancy	1911	2720

### 8. NET INCOMING/(OUTGOING) RESOURCES

	46242	16287
Net resources are stated after charging:		
	<b>2021</b>	2020
	<b>£</b>	£
Depreciation – owned assets	1800	2147

## 9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.

### Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2021 nor for the year ended 31 March 2020.

## 10. STAFF COSTS

	2021 £	2020 £
Wages and salaries	86337	111593
Social security costs	4177	7792
Other pension costs	4683	6846
	<u>95197</u>	<u>126231</u>

The average monthly number of employees during the year was as follows:

	2021	2020
Administration	4	4

There were no employees who received emoluments of £60,000 or more.

## 11. TANGIBLE FIXED ASSETS

	Computer equipment £	Totals £
<b>COST</b>		
At 1 April 2020	<u>7912</u>	<u>7912</u>
Cost at 31 March 2020	<u>7912</u>	<u>7912</u>
<b>DEPRECIATION</b>		
At 1 April 2020	4823	4823
Charge for year	<u>1800</u>	<u>1800</u>
	<u>6623</u>	<u>6623</u>
At 31 March 2021		
<b>NET BOOK VALUE</b>		
At 31 March 2021	<u>1289</u>	<u>1289</u>
At 31 March 2020	<u>3089</u>	<u>3089</u>

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## KENT & MEDWAY BIOLOGICAL RECORDS CENTRE

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

## 12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Trade debtors	26134	19128
Other debtors	7916	8030
	<u>34050</u>	<u>27158</u>

**13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Trade creditors	82	70
VAT	6379	6835
Pension scheme	-	-
Accrued expenses	1850	1850
Sundry Creditors	1243	-
	<u>9554</u>	<u>8755</u>
	<u><u>9554</u></u>	<u><u>8755</u></u>

**14. OPERATING LEASE COMMITMENTS**

The following operating lease payments are committed to be paid within one year:

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Within one year	13000	13000
	<u>13000</u>	<u>13000</u>
	<u><u>13000</u></u>	<u><u>13000</u></u>

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**KENT & MEDWAY BIOLOGICAL RECORDS CENTRE****NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2021****15. MOVEMENT IN FUNDS**

	<b>At 1/4/20</b>	<b>Net movement</b>	<b>Transfers</b>	
	<b>£</b>	<b>in funds</b>	<b>between</b>	
	<b>£</b>	<b>£</b>	<b>funds</b>	<b>At 31/3/21</b>
			<b>£</b>	
<b>Unrestricted funds</b>				
General fund	201688	46242	-	247930
Redundancy reserve	9500	-	-	9500
Fixed asset reserve fund	1000	-	-	1000
	<u>212188</u>	<u>46242</u>	<u>-</u>	<u>258430</u>
<b>TOTAL FUNDS</b>	<b><u>212188</u></b>	<b><u>46242</u></b>	<b><u>-</u></b>	<b><u>258430</u></b>

Net movement in funds, included in the above are as follows:

<b>Movement</b>	<b>Incoming resources</b>	<b>Resources expended</b>	<b>in funds</b>
-----------------	---------------------------	---------------------------	-----------------

	£	£	£
<b>Unrestricted funds</b>			
General fund	168270	122028	46242
<b>TOTAL FUNDS</b>			

The redundancy reserve fund has been set up to identify those funds which would be required to meet the charitable company's statutory redundancy obligations in the event of it ceasing operation.

The fixed asset reserve has been set up to assist in identifying those funds which are not free funds and represents the net book value of tangible fixed assets less the related loan finance.

## 16. RELATED PARTY DISCLOSURES

None.

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## KENT & MEDWAY BIOLOGICAL RECORDS CENTRE

### DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2021

	2021 £	2020 £
<b>INCOME RESOURCES</b>		
<b>Voluntary income</b>		
Donations	2000	2583
Kent County Council	10000	11312
Southern Water	4039	-
Environment Agency	12647	12647
Kent Wildlife Trust	5088	11256
Natural England	280	1086
Kent Field Club	-	-
Miscellaneous	-	-
	34054	40044
<b>Investment income</b>		
Deposit account interest	90	295
<b>Incoming resources from charitable activities</b>		
Sales surveys	134126	131239
<b>Other incoming resources</b>		
Other	-	-
<b>Total incoming resources</b>	168270	171578



## RESOURCES EXPENDED

### Governance costs

Accountancy	<u>1911</u>	<u>2720</u>
-------------	-------------	-------------

### Support costs

#### Staff

Salaries	86337	111593
Social Security	4177	7792
Pensions	4683	6846
Miscellaneous expenses	224	320
Other staff costs	-	-
Travel and subsistence	992	1186
Staff training	30	1828
	<u>96443</u>	<u>129565</u>

This page does not form part of the statutory financial statements

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## KENT & MEDWAY BIOLOGICAL RECORDS CENTRE

### DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2021

	<b>2021 £</b>		<b>2020 £</b>
<b>Property</b>			
Light and heat		786	1263
Rent and service charges	14547		14040
Maintenance	148		203
Cleaning	200		240
	<u>15681</u>		<u>15746</u>
<b>Computer</b>			
Software licences	864		521
Other computer costs		1072	128
Computer equipment	-		704
Computer equipment depreciation	1800		1978
	<u>3736</u>		<u>3331</u>
<b>Other</b>			
Insurance	505		474
Telephone	991		935
Postage and stationery		176	
General expenses (Book Keeping & Payroll)		1006	432
Bank charges	106		138
Professional fees	35		385
Subscriptions	-		-
Miscellaneous (inc Promotion & Support)	1438		1565
	<u>4257</u>		<u>3929</u>
<b>Total resources expended</b>		<u>122028</u>	
155291			
<b>Net Income</b>	<u>46242</u>		<u>16287</u>

This page does not form part of the statutory financial statements