



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 1.4.2021 To 31.3.2022

Charity name: LOVE HAMBROOK MARSHES CIO

Charity registration number: 1156473

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The Objects of Love Hambrook Marshes CIO are: "To protect, manage and preserve the Hambrook Marshes for the benefit of wildlife and for the public benefit." These are delivered through the following detailed aims: 1. to ensure that the land remains open, undeveloped marshland; 2. to ensure conservation of the area through application of effective land management; 3. to protect existing vegetation and wildlife; 4. to guarantee controlled public access to the area, including free access to the cycle path; 5. to encourage participation of the local community.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The Trustees have continued to manage the land in conformity with Natural England requirements to protect and conserve it as wetland, protect wildlife, ensure continuity of grant income, and maintain public access.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees, in promoting the objects of the CIO, have had regard to the guidance issued by the Charity Commission on public benefit.

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment	Para 1.38	N/A

including program related investment		
Contribution made by volunteers	Para 1.38	In promoting its objects the CIO has been assisted by the work of volunteers from the Kentish Stour Countryside Partnership for site maintenance, and by a team of over 20 volunteers helping with activities which include litter picking, site maintenance, inspection of stiles and fencing, and conducting a count of visitor numbers.
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>This review provides a summary of what has been achieved during 2021-22 against each of the aims.</p> <p><b>AIM 1: Ensure that Hambrook Marshes remain open, undeveloped marshland</b></p> <p>(a) The continuing existence of the Charitable Incorporated Organisation ensures that, for the foreseeable future, this aim will be met.</p> <p>(b) Site insurance is in place for basic public liability, and for problems arising from contamination.</p> <p>(c) Trustees ensure that the site is managed as farm land in order to claim the annual Natural England Basic Payment Scheme to fund maintenance and infrastructure work on the site.</p> <p>(d) The CIO continues to receive funding from the Natural England Countryside Stewardship Higher Tier grant scheme on a year-by-year basis, and the site is managed to meet the requirements of the scheme to maintain the site as wet grassland. In view of the uncertainty about the future of this funding stream, £10k was allocated from reserves to cover any possible temporary shortfall.</p> <p>(e) A long-term partnership continues with the Kentish Stour Countryside Partnership to provide advice and manage groups of volunteers to work on the land.</p> <p>(f) A new Charity Management Plan was adopted in April 2021 with a view to ensuring that the CIO continues to function in accordance with best practice for charitable organisations.</p>

		<p><b>AIM 2 Ensure conservation of the site through effective land management</b></p> <p>(a) A contract was agreed with a new grazier, who brought 28 cattle onto the site for the summer of 2021, for grazing as required by Natural England grant conditions in order to maintain the site as wet grassland.</p> <p>(b) Maintenance work included the renewal and repair for stiles, fences and gates.</p> <p>(c) A hay harvest was taken in summer 2021.</p> <p>(d) Mowing of the riverside and cycle path margins was again undertaken.</p> <p>(e) Clearance of litter continued two or three times a week.</p> <p>(f) Site maintenance continues to be monitored in according with an annual Inspection Regime and a Calendar of Tasks.</p> <p><b>AIM 3 Protect and encourage plant and wild life</b></p> <p>(a) One of the trustees who has specialist knowledge of wildlife continues to perform the role of monitoring wildlife habitats and exploring opportunities for environmental improvement.</p> <p>(b) Work parties organised by the Kentish Stour Countryside Partnership again removed scrub from the old railway embankment to maintain a mosaic of bushy and open habitats for birds, reptiles and insects.</p> <p>(c) Orchids were found on site for the first time, with the appearance of southern marsh orchids and a pyramidal orchid in June 2021.</p> <p>(d) Willow was again harvested by local basket weavers. As part of a programme to make more habitat available for wetland species such as reed buntings, a strip of older willow was coppiced in March 2022 and a large number of willow cuttings were planted to extend the osier bed.</p> <p>(e) An amphibian survey was conducted in early spring 2022, and common and marsh frogs and common and palmate newts were found.</p> <p><b>AIM 4 Guarantee the existing public access to the site</b></p> <p>(a) The agreement with Kent County Council and Canterbury City Council for the operation and maintenance of the Great Stour Way as a permissive path for pedestrians and cyclists continued in place. New signs were installed in May 2021, with help from Sustrans, to encourage safe path-</p>
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		<p>sharing by cyclists and walkers.</p> <p>(b) Permissive public access across the site via footpaths was maintained.</p> <p>(c) Five new wooden riverside benches were installed, funded by a grant from the Kent County Council member in whose district the site is located.</p> <p>(d) A survey of visitor number was conducted on two days in July 2021. 1451 visitors were recorded over the two days. These included 30 e-scooter users, and issues arising from the use of e-scooters on the path are being kept under review.</p> <p>(e) The CIO was presented with a Green Flag Community Award in October 2021.</p> <p>(f) Low-level anti-social behaviour, such as graffiti, and vandalism in the form of damage to gates and fences and the burning of an area of hay, is an on-going concern. The site was included in a Public Space Protection Order issued by Canterbury City Council in September 2021.</p> <p><b>AIM 5 Encourage community involvement in the site</b></p> <p>(a) Monthly Newsletters containing updates on all site activities including wildlife reports, together with an Annual Report, were circulated electronically and published on the CIO web-site.</p> <p>(b) The good working relationship established with the KSCP volunteer group continued to give members of the public the opportunity to contribute towards the maintenance and development of the site.</p> <p>(c) A Volunteering Plan was adopted in April 2021 in order to standardise practice for making use of volunteer help.</p> <p>(d) Numbers of volunteers have increased, with a group of over 20 contributing to activities such as litter-picking, site maintenance, helping with the survey of visitor numbers, and inspecting stiles and fencing.</p> <p>(e) The activity of the willow weavers has included a successful willow weaving workshop in August 2021 for members of the public.</p>
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#### **Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	See previous section
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Performance of fundraising activities against objectives set	Para 1.41	Fundraising is not one of the objectives of the CIO.
Investment performance against objectives	Para 1.41	N/A
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The charity has sufficient funds to continue for the foreseeable future which is important as it is dependent on grants and donation.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The charity tries to keep a reserve higher than its annual expenditure as the repairs and improvements that are needed periodically are considerable and the income is limited.
Amount of reserves held	Para 1.22	£55,746
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document	Para 1.25	Constitution
How is the charity constituted?	Para 1.25	As a CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustee vacancies are publicly advertised, and appointments are made by the existing trustees. Election to specific roles (e.g. Chair) is by the votes of the trustees.

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

## Reference and Administrative details

Charity name	Love Hambrook Marshes CIO
Other name the charity uses	LHM
Registered charity number	1156473
Charity's principal address	26 Orchard Street, Canterbury CT2 8AP

### **Names of the charity trustees who manage the charity**

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Jon Winder	Chair		
2	Hilary Adams	Treasurer		
3	Margaret Love	Trustee		
4	Richard Norman	Secretary		
5	Sian Pettman	Trustee		
6	Paul Roberts	Land Manager		
7	Michael Walter	Trustee		
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]



## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

#### Name of chief executive or names of senior staff members (Optional information)

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/A
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## Other optional information

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## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

**Signature(s)**

Jon Winder

Richard Norman

**Full name(s)**

Jon Winder

Richard Norman

**Position (eg Secretary,  
Chair, etc)**

Chair

Secretary

**Date**

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CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
LOVE HAMBROOK MARSHES CIO

No (if any)  
1156473

## Receipts and payments accounts

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For the period from	Period start date 1-Apr-22	To	Period end date 31-Mar-23
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Donations	474	-	-	474	11,519
Grants	6,231	2,457	-	8,688	6,683
Grazing	900	-	-	900	790
Interest	358	-	-	358	6
Fund raising	53	-	-	53	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b> (Gross income for AR)	8,016	2,457	-	10,473	18,998
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	8,016	2,457	-	10,473	18,998
<b>A3 Payments</b>					
Maintenance	1,515	-	-	1,515	2,211
Insurance	-	-	-	-	388
Administration	118	-	-	118	102
Workshop	570	-	-	570	48
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	2,203	-	-	2,203	2,749
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	2,203	-	-	2,203	2,749
<b>Net of receipts/(payments)</b>	5,813	2,457	-	8,270	16,249
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	55,746	-	-	55,746	39,497
<b>Cash funds this year end</b>	61,559	2,457	-	64,016	55,746

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Bank account	61,559	2,457	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	61,559	2,457	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	J Winder	J Winder	21.4.23	
	R Norman	R Norman	21.4.23	