

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2020
FOR
CPRE HERTFORDSHIRE CIO**

Wags LLP t/a Wagstaffs
Richmond House
Walkern Road
Stevenage
Hertfordshire
SG1 3QP

CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2020

	Page
Reference and Administrative Details	1
Report of the Trustees	2 to 4
Independent Examiner's Report	5
Statement of Financial Activities	6
Statement of Financial Position	7
Notes to the Financial Statements	8 to 14
Detailed Statement of Financial Activities	15

REFERENCE AND ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 31ST DECEMBER 2020

TRUSTEES

R Bullen Hon. Chairman
K FitzGerald TD DL Hon. Director (resigned 12/9/20)
M Nidd (resigned 12/9/20)
S Odell (resigned 12/9/20)
J Newbury
A McNab
A J Young (appointed 5/5/20)
P Grant (appointed 2/7/20)
T E Over (appointed 2/7/20)
E Hamilton (appointed 19/11/20)

PRINCIPAL ADDRESS

31a Church Street
Welwyn
Hertfordshire
AL6 9LW

REGISTERED CHARITY NUMBER

1162419

INDEPENDENT EXAMINER

Wags LLP t/a Wagstaffs
Richmond House
Walkern Road
Stevenage
Hertfordshire
SG1 3QP

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST DECEMBER 2020**

The trustees present their report with the financial statements of the charity for the year ended 31st December 2020. The trustees have adopted the provisions of Accounting and Reporting by Charities: 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) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The objectives of the charity as set out in the governing document are to promote and encourage, for the benefit of the public, the improvement, protection and preservation of the countryside of Hertfordshire and its towns and villages and the better development of the rural environment.

The charity is an independent registered charity and is the Hertfordshire branch of CPRE The countryside charity.

Significant activities

The main activities undertaken to further its charitable purposes for the public benefit were as follows:

1. We promoted the beauty, tranquillity and diversity of rural Hertfordshire by encouraging the sustainable use of land and other natural resources in town and country.
2. We operated through the planning system, screening planning applications countywide, making representations when necessary and raising the alarm where the countryside was threatened.
3. We commented on and made representations about the Local Plans of local authorities in the county and certain adjoining authorities both in print and by attending hearings in front of planning inspectors.
4. We provided material to CPRE (the national charity) for use in national campaigns
5. We organised the CPRE Hertfordshire Awards and the Children's Art Competition.

Public benefit

The trustees have complied with their duty in having due regard to the guidance on public benefit, as published by the Charity Commission, in exercising their powers and duties.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Coronavirus. In line with Government advice, CPRE Hertfordshire closed its office and updated the ways it performed its charitable activities. Staff and volunteers were able to continue to work effectively from home, making use of virtual meetings. Activities to connect with the countryside were publicised in line with Government guidance, including for example those that could be undertaken safely with household members.

The main achievements were as follows:

1. We addressed public and other meetings, invariably by request. We were asked to comment on topics relating to the planning system and threats to countryside, particularly in the locality concerned.
2. We responded to interview requests from national TV and radio stations, and newspapers across the county.
3. We issued press releases and social media posts about threats to the countryside, particularly emanating from Local Plans. Most of the press releases were published and the social media posts were viewed or liked.
4. Our attendance at Examinations in Public of the Local Plans put forward by local authorities continued to achieve very favourable comments on social media.
5. The CPRE Hertfordshire Awards were assessed as usual but the awards were presented at virtual meetings.
6. We continued to increase our social media presence and successfully used this to increase awareness of our activities and of our events. Analytics show that planning issues were in the top three visits to our website.

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST DECEMBER 2020**

FINANCIAL REVIEW

Financial position

In the period, the charity had net income of £24,921 (2019: £2,517 expenditure). The unrealised gain on investments was £12,878 (2019: £30,984), giving a net movement in funds for the year amounting to an increase of £37,799 (2019: £28,467).

In common with all other charities, membership and other income was impacted by the coronavirus pandemic. The charity was though able to raise funds from appeals and benefitted from two generous legacies totalling £39,000.

As at 31st December 2020, unrestricted funds amounted to £628,510 (2019: £591,319).

Investment policy

The Executive Committee has approved an investment policy. Its principal objectives are to sustain the value of and thereafter maximise growth and return on the Charity's investments.

Reserves policy

The Executive Committee has agreed that any significant legacies received should be credited to an unrestricted reserve fund and utilised over a period of several years to enable the Charity to maintain a higher level of activity than would otherwise be possible. On a year by year basis it is expected that the utilisation of such funds may exceed the income and capital growth accruing to the funds.

FUTURE DEVELOPMENTS

1. We will be both proactive and reactive in seeking opportunities to talk to local groups, local and national press and local and national broadcasters on issues relating to protection and celebration of the Hertfordshire countryside.
2. We shall attend selected hearings in public of Local Plans, to ensure that our voice and arguments about these plans is taken into account.
3. We will further develop plans to use the legacies received, to ensure the sustainable future of the Charity, and to grow our activity.
4. We shall further publicise our activities to the public through social media, to increase participation, to increase awareness of CPRE Hertfordshire and our objectives and to increase membership and financial support.
5. We will review and update our branch strategy following the work done by the national charity.
6. For the first time, we will appoint a Chief Executive to help focus, deliver and grow our charitable activities.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Charity is controlled by its governing document, a deed of trust, and constitutes a charitable incorporated organisation.

Organisational structure

The Charity is managed by an Executive Committee (the Trustees) consisting of five members, plus an Honorary Chairman, and an Honorary Treasurer, all of whom are elected at the Annual General Meeting. The Honorary Director (now the Chief Executive) manages the paid staff, volunteers and the general operation of the organisation. There are topic groups available to provide expertise on specific issues as required. Paid staff are recruited by open advertisement.

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST DECEMBER 2020**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Induction and training of new trustees

New trustees are inducted primarily by reference to the Charity Commission welcome pack which focuses on the main duties and responsibilities of the role. This provides essential information to help new trustees and includes topics such as governance basics and financial filing requirements. Depending on the trustee's role, this is supplemented with specific training provided by other staff or volunteers and with reference to local policies and procedures e.g. health and safety in the work place.

Risk management

The Executive Committee has conducted its own risk review of the major risks to which the Charity is exposed and systems were established to mitigate these risks. Risks are minimised by implementing procedures for authorisations of all transactions including investment decisions. These procedures were periodically reviewed to ensure they still met the needs of the Charity.

EVENTS SINCE THE END OF THE YEAR

Information relating to events since the end of the year is given in the notes to the financial statements.

ACKNOWLEDGEMENTS

The Charity acknowledges the assistance that it receives in its work from the national office of CPRE The countryside charity, Hertfordshire County Council and Parish Councils in Hertfordshire. It is also grateful for the assistance given by volunteers, donors and supporters and by various other organisations such as local civic societies, village and Green Belt societies and from the Members of Parliament for the county.

Approved by order of the board of trustees on 4 MAY 2021 and signed on its behalf by:



Trustee

R BULLEN

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
CPRE HERTFORDSHIRE CIO**

Independent examiner's report to the trustees of CPRE Hertfordshire CIO

I report to the charity trustees on my examination of the accounts of CPRE Hertfordshire CIO (the Trust) for the year ended 31st December 2020.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.



J E Fox ACA
Institute of Chartered Accountants in England and Wales
Wags LLP t/a Wagstaffs
Richmond House
Walkern Road
Stevenage
Hertfordshire
SG1 3QP

Date: 19th May 2021

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST DECEMBER 2020**

	Notes	Unrestricted funds £	Restricted fund £	2020 Total funds £	2019 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	3	82,737	-	82,737	50,764
Other trading activities	4	2,626	-	2,626	2,697
Investment income	5	6,810	211	7,021	7,753
Total		92,173	211	92,384	61,214
EXPENDITURE ON					
Raising funds		6,239	-	6,239	7,595
Charitable activities	6				
General		61,224	-	61,224	56,136
Total		67,463	-	67,463	63,731
NET INCOME/(EXPENDITURE)		24,710	211	24,921	(2,517)
Other recognised gains/(losses)					
Gains on revaluation of fixed assets		12,481	397	12,878	30,984
Net movement in funds		37,191	608	37,799	28,467
RECONCILIATION OF FUNDS					
Total funds brought forward		591,319	7,608	598,927	570,460
TOTAL FUNDS CARRIED FORWARD		628,510	8,216	636,726	598,927

The notes form part of these financial statements

STATEMENT OF FINANCIAL POSITION
31ST DECEMBER 2020

The financial statements were approved by the Board of Trustees and authorised for issue on 4 MAY 2021 and were signed on its behalf by:

The notes form part of these financial statements

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2020**

1. STATUTORY INFORMATION

CPRE Hertfordshire CIO is a charitable incorporated organisation, registered in England and Wales. The charity registration number and principal address can be found within the reference and administrative details on page 1.

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: 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) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

Going concern

The financial statements have been prepared on a going concern basis.

Income

The profit or loss on the sale of investments is calculated as the difference between the carrying value of the investment and its sale proceeds. The carrying value of the investment is the amount at which it was valued at the end of the year, or its cost if it was purchased during the year. Donations and legacies are recognised upon receipt. Other income is recognised in the period to which it relates with amounts being deferred or accrued accordingly.

Expenditure

Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT that cannot be recovered.

Certain expenditure is directly attributable to specific activities and has been included in those cost categories. The overall cost of direction and administration of the charity, comprising the salary and overhead cost is charged in total to the Statement of Financial Activities.

Tangible fixed assets

No depreciation is being charged in the financial statements. The net book value of the assets held, other than freehold property, is considered to be £1,000. Any further incidental assets purchased have been written off to the statement of financial activities in the year of purchase.

Freehold property is not depreciated.

Taxation

The Charity undertakes no taxable trading activities and as such is not liable to taxation on its United Kingdom income, which where appropriate is shown inclusive of taxation recoverable.

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST DECEMBER 2020

2. ACCOUNTING POLICIES - continued

Fund accounting

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

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.

Fixed asset investments

Investments held as fixed assets are revalued at mid-market value at the statement of financial position date and the gain or loss taken to the relevant fund account. Income from the investments is credited to the relevant fund in the statement of financial activities.

3. DONATIONS AND LEGACIES

	2020	2019
	£	£
Donations	19,347	12,810
Legacies	39,000	12,629
Subscriptions	24,390	25,325
	<u>82,737</u>	<u>50,764</u>

4. OTHER TRADING ACTIVITIES

	2020	2019
	£	£
Fundraising events	2,626	2,697
	<u>2,626</u>	<u>2,697</u>

5. INVESTMENT INCOME

	2020	2019
	£	£
Deposit account interest	743	1,597
Dividends received	6,278	6,156
	<u>7,021</u>	<u>7,753</u>

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST DECEMBER 2020

6. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs £	Totals £
General	<u>56,484</u>	<u>4,740</u>	<u>61,224</u>

7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st December 2020 nor for the year ended 31st December 2019.

Trustees' expenses

Trustee's expenses paid for the period ending 31 December 2020 amounted to £110 (2019: £1,124).

All expenses were incurred by trustees of the charity in the year for expenditure on general charitable activities (2019: general charitable activities).

8. STAFF COSTS

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

	2020	2019
Administration	<u>4</u>	<u>4</u>

No employees received emoluments in excess of £60,000.

9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	50,764	-	50,764
Other trading activities	2,697	-	2,697
Investment income	<u>7,545</u>	<u>208</u>	<u>7,753</u>
Total	61,006	208	61,214
 EXPENDITURE ON			
Raising funds	7,595	-	7,595
 Charitable activities			
General	56,136	-	56,136

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST DECEMBER 2020

9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted funds £	Restricted fund £	Total funds £
Total	63,731	-	63,731
NET INCOME/(EXPENDITURE)	(2,725)	208	(2,517)
Other recognised gains/(losses)			
Gains on revaluation of fixed assets	30,047	937	30,984
Net movement in funds	27,322	1,145	28,467
RECONCILIATION OF FUNDS			
Total funds brought forward	563,997	6,463	570,460
TOTAL FUNDS CARRIED FORWARD	591,319	7,608	598,927

10. TANGIBLE FIXED ASSETS

	Freehold property £	Plant and machinery £	Totals £
COST			
At 1st January 2020 and 31st December 2020	115,000	1,000	116,000
NET BOOK VALUE			
At 31st December 2020	115,000	1,000	116,000
At 31st December 2019	115,000	1,000	116,000

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST DECEMBER 2020

11. FIXED ASSET INVESTMENTS

	Listed investments £
MARKET VALUE	
At 1st January 2020	204,925
Additions	8,000
Revaluations	12,878
	<u>225,803</u>
At 31st December 2020	<u>225,803</u>
NET BOOK VALUE	
At 31st December 2020	<u>225,803</u>
At 31st December 2019	<u>204,925</u>

There were no investment assets outside the UK (2019 - none).

12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020 £	2019 £
Prepayments and accrued income	93	169
	<u>93</u>	<u>169</u>

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020 £	2019 £
Other creditors	6,486	6,265
	<u>6,486</u>	<u>6,265</u>

14. MOVEMENT IN FUNDS

	At 1/1/20 £	Net movement in funds £	At 31/12/20 £
Unrestricted funds			
General fund	398,777	21,866	420,643
Edith Davis Memorial	30,602	2,779	33,381
Stella Jones Legacy	161,940	12,546	174,486
	<u>591,319</u>	<u>37,191</u>	<u>628,510</u>
Restricted funds			
Jubilee Appeal Fund	7,608	608	8,216
	<u>7,608</u>	<u>608</u>	<u>8,216</u>
TOTAL FUNDS	<u>598,927</u>	<u>37,799</u>	<u>636,726</u>

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST DECEMBER 2020

14. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	87,173	(67,463)	2,156	21,866
Edith Davis Memorial	845	-	1,934	2,779
Stella Jones Legacy	4,155	-	8,391	12,546
	<u>92,173</u>	<u>(67,463)</u>	<u>12,481</u>	<u>37,191</u>
Restricted funds				
Jubilee Appeal Fund	211	-	397	608
	<u>211</u>	<u>-</u>	<u>397</u>	<u>608</u>
TOTAL FUNDS	<u>92,384</u>	<u>(67,463)</u>	<u>12,878</u>	<u>37,799</u>

Comparatives for movement in funds

	At 1/1/19 £	Net movement in funds £	At 31/12/19 £
Unrestricted funds			
General fund	401,116	(2,339)	398,777
Edith Davis Memorial	25,594	5,008	30,602
Stella Jones Legacy	137,287	24,653	161,940
	<u>563,997</u>	<u>27,322</u>	<u>591,319</u>
Restricted funds			
Jubilee Appeal Fund	6,463	1,145	7,608
	<u>6,463</u>	<u>1,145</u>	<u>7,608</u>
TOTAL FUNDS	<u>570,460</u>	<u>28,467</u>	<u>598,927</u>

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST DECEMBER 2020

14. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	56,104	(63,731)	5,288	(2,339)
Edith Davis Memorial	828	-	4,180	5,008
Stella Jones Legacy	4,074	-	20,579	24,653
	<u>61,006</u>	<u>(63,731)</u>	<u>30,047</u>	<u>27,322</u>
Restricted funds				
Jubilee Appeal Fund	208	-	937	1,145
	<u>61,214</u>	<u>(63,731)</u>	<u>30,984</u>	<u>28,467</u>

15. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31st December 2020.

16. POST BALANCE SHEET EVENTS

The outbreak of coronavirus, also known as Covid-19 has spread across the globe and is impacting worldwide economic activity. The outbreak and the related mitigation measures may have an adverse impact on global economic conditions as well as on the charities business activities.

The trustees continue to monitor the impact of the virus on the business as more information about the pandemic emerges and have a reasonable expectation that the charity has adequate resources to continue in operational existence and to meet its financial obligations as they fall due for at least 12 months from the date of signing these financial statements. Accordingly, they continue to adopt the going concern basis in preparing the financial statements.

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST DECEMBER 2020**

	2020 £	2019 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	19,347	12,810
Legacies	39,000	12,629
Subscriptions	24,390	25,325
	<u>82,737</u>	<u>50,764</u>
Other trading activities		
Fundraising events	2,626	2,697
Investment income		
Deposit account interest	743	1,597
Dividends received	6,278	6,156
	<u>7,021</u>	<u>7,753</u>
Total incoming resources	92,384	61,214
EXPENDITURE		
Raising donations and legacies		
Publicity	6,239	7,595
Charitable activities		
Wages	41,464	39,107
Office expenses	15,020	12,327
	<u>56,484</u>	<u>51,434</u>
Support costs		
Governance costs		
Premises expenses	2,640	2,782
Accountancy and legal fees	2,100	1,920
	<u>4,740</u>	<u>4,702</u>
Total resources expended	67,463	63,731
Net income/(expenditure)	24,921	(2,517)

This page does not form part of the statutory financial statements

