

ANDOVER TREES UNITED

Registered Charity Number 1167574

Trustees' Report and Financial Statements For the year ended 31 March 2024

Principal address

Westcott
Old Salisbury Road
Abbotts Ann
Andover SP11 7NH

Trustees

Wendy L Davis
Daniel J Lobb
Alex Marshall appointed 7 August 2023
Susan Risdale
Tim Rolt
Elizabeth B Scrace (Treasurer)

Structure, governance and management

Andover Trees United became a registered charity on 9 June 2016. The charity is governed by its constitution dated 31 May 2016.

Trustee selection methods

Potential trustees are interviewed by the board of trustees. All trustees are appointed at the Annual General Meeting and serve for a period of up to one year. The board may co-opt people to serve as trustees until the next AGM.

Risk Management

The trustees are responsible for identifying and managing risks to the charity. The trustees consider that they have complied with the Charity Commission's guidance on managing risk. When appropriate, systems or procedures are established to mitigate risks faced by the charity. Where risk cannot be eliminated the charity purchases insurance cover.

Public benefit

The trustees confirm that they have due regard to the guidance on public benefit published by the Charity Commission.

Organisational structure

The trustees meet monthly, with responsibility for day-to-day delivery of the charity's activities delegated to a management team of volunteers, at least 3 of whom are trustees, who meet fortnightly.

Objectives and activities

The charity's constitution sets out the objectives as:

- The conservation, protection and improvement of the physical and natural environment for the public benefit by the establishment and maintenance of woodland in Andover.
- The advancement of education of the public in the conservation, protection and improvement of the physical and natural environment in Andover and the Test Valley area including by promoting the woodland as a means for the community to learn about wider environmental issues such as: sustainability, climate change, ecology and the mitigating need for trees.

The main activities during the year were:

- The completion of the construction of the woodland classroom and community space. Final certification of completion is due to be achieved during 2024.
- Planting of approximately 1500 tree whips by 1000+ children from 25 schools and several hundred adults at the Test Valley Borough Council Bury Hill nature reserve. Hedgerows at the Diamond Wood were extended. All tree plantings added to the Queen's Green Canopy initiative.
- Approximately 1000 wildflower plants, raised by ATU volunteers from seed, were planted in the newly constructed 'Dragon Garden' in Harmony Woods.
- The continuation of the programme to broaden the availability of volunteering opportunities to work in the natural environment, by delivering weekly workdays at Harmony Woods and the allotment as well as monthly weekend workdays. Volunteer opportunities continue to include regular sessions for the extensive citizen science programme. Coppicing at nearby Trinley Estate resumed and several training days saw returning and new volunteers take part.
- A new 'Nature/ Nurture' project, devised and led by the Nature & Community Officers, offered nature-based activities to children and young people in new collaborations with a number of local organisations; school holiday 'Nature Explorer' session led by the Nature & Community Officers were introduced; volunteer-led activities in the wood continued to support many local scouting and guiding groups.
- A regular programme of monthly craft sessions was introduced from January 2024. Details of these can be found on the website.
- An intern position continued to be offered during 2023-24 which allowed us to continue to run the annual programme of citizen science 'Nature in Harmony' events.
- Early in 2024 a group of volunteers undertook tree planting as a fundraising activity.

Achievements and performance

- During 2023-24 the charity continued to pursue its objective of establishing a woodland in Andover with the planting of young trees. The school planting programme continued at the site within the Test Valley Borough Council Bury Hill nature reserve. Wildflower planting within Harmony Woods continued within the newly constructed Dragon Garden designed in memory of Sandy Burnfield. Further opportunities for education in the natural environment continued with the four core partnership schools as part of the 4-year 6 Trees and 6 Flowers development programme and as part of the new Nature/ Nurture and Nature Explorer projects. As Nature and Community Officer with responsibility for children's and young people's learning in nature, Joanna Oliver-Hawkins began her Forest Schools Leadership training in the autumn of 2023. For adults, training was given in the form of coppicing, wildflower propagation, tree planting, citizen science activities and species identification.
- Representing Andover Trees United Trustees, Wendy Davis was invited by Henry Oliver, Director of the North Wessex Downs National Landscape to speak at their Annual Forum in October.
- Design work for improved interpretation of the wood to help visitors to appreciate how to sensitively access the site was an ongoing priority. (The resulting signs are due to be installed 2024-25.)
- The town centre allotment lease continued where, on a regular basis, volunteers are able to propagate wildflowers and nurture saplings for later transfer to the woodland.
- Following the signing of a lease with Hampshire County Council, plans for calcareous grassland restoration have been drawn up as part of our developing woodland management for the whole of the Diamond Wood.
- Work continued on the woodland classroom and community space.
- In November 2023 the charity was awarded the King's Award for Voluntary Service.
- Collaborations with national and international environment groups – the Woodland Trust, Dr Jane Goodall's Roots & Shoots, youth-led UNEP Plant-for-the-Planet – continued.
- The development of strong relationships with local businesses and organisations continued, in particular volunteering, funding and support from North Wessex Downs National Landscape, Abel & Cole, the Coop, Jewsons, SimplyHealth, Stannah, Nationwide Building Society.
- The Ecology Intern Programme continued with the appointment of a 3rd successive intern.
- The two full time Nature and Community Officers and one part time Admin Officer continued with delivery of the 'Branching Out' strategy and in widening the scope of community activities which are available. This was made possible by the National Lottery 'Reaching Communities' Grant.
- The strong community-led management team continued to work well.

Financial review

The incoming resources in 2023-24 amounted to £104340 (2022-23 £109703) and total resources expended amounted to £116254 (2022-23 £142352) leading to an excess of expenditure over income for the year of £11914 (2022-23 deficit £32649). The charity maintains one Unrestricted General Fund and five Unrestricted Designated Funds, and at 31 March 2024 fourteen Restricted Funds. The total funds balance was £69629 of which the balance of Restricted Funds at 31 March 2024 was £63608. No funds were in deficit at 31 March 2024 and sufficient funds are held to enable each fund to be applied in accordance with any restrictions.

Reserves policy

It is a recommendation from the Charities Commission that Reserves should be sufficient to cover a period long enough for the Charity to decide on a way forward should it lose its major funding.

Until 2027, the reserves required by the charity to ensure the charity can continue for a minimum period of 6 months is £5000. This amount is required to ensure that free monies are available in each financial year to meet any reasonably foreseeable contingency.

After that time, for the charity to be able to continue at its current capacity for 6 months, free reserves would need to be £15000. If this level of funding were to be unavailable or to appear unlikely, a re-evaluation of staffing levels would be undertaken by the Trustees. If this were to occur, it is anticipated that a minimum of £10000 would be sufficient to allow the charity to continue with its main charitable aims for 12 months.

The Trustees will take all necessary steps to ensure that at no time would it be possible for the cessation of one or more funding streams to present a challenge to the future of the organisation that could not be managed so as to continue to provide a service.

In reviewing the potential costs that could arise should a significant reduction in income occur, the Trustees have determined that the current 'free' reserves of £5000 should increase each year to ensure that by 2027 they stand at £10000. This is equivalent to the 4 months of the charity's basic running costs.

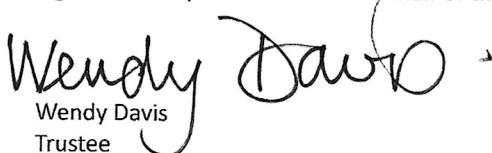
Declaration

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

THANK YOU

The Trustees would also like to take this opportunity to formally thank all volunteers and supporters who have given generously of their time over the past 12 months and without whom few of the achievements described in this report would have been possible.

Signed on 2 September 2024 on behalf of the charity's trustees


Wendy Davis
Trustee

Andover Trees United
Receipts and Payments Account
For the year ended 31 March 2024

Charity No 1167574

| | Unrestricted | Restricted | 2024 Total | 2023 Total |
|-------------------------------------|--------------|---------------|---------------|---------------|
| | £ | £ | £ | £ |
| Income | | | | |
| Local Authority grants | 150 | 14250 | 14400 | 9525 |
| Grants and donations | 2068 | 72196 | 74264 | 90427 |
| Fundraising | 8101 | 6789 | 14891 | 9749 |
| Other income | | 750 | 750 | 0 |
| Interest income | 28 | 7 | 35 | 2 |
| | <u>10347</u> | <u>93993</u> | <u>104340</u> | <u>109703</u> |
| Expenditure | | | | |
| Trees planting and site maintenance | 2694 | 2729 | 5424 | 2006 |
| Transport | 3152 | 0 | 3152 | 3504 |
| Equipment | 124 | 887 | 1010 | 16643 |
| Equipment hire | 0 | 0 | 0 | 635 |
| Events | 458 | 1082 | 1541 | 14793 |
| Staff and Intern | 0 | 59567 | 59567 | 44187 |
| Property running costs | 108 | 0 | 108 | 0 |
| Staff & volunteer training | 345 | 2105 | 2450 | |
| Volunteer costs | 642 | 14 | 656 | 1417 |
| Insurance | 3523 | 0 | 3523 | 3043 |
| Administration & publicity | 1015 | 0 | 1015 | 1150 |
| Study Centre | 0 | 30647 | 30647 | 52179 |
| Vehicle running costs | 989 | 2500 | 3489 | 1588 |
| Environmental Studies | 0 | 0 | 0 | 0 |
| Youth Work | 0 | 1886 | 1886 | 65 |
| Fundraising costs | 1038 | 748 | 1786 | 1142 |
| | <u>14088</u> | <u>102166</u> | <u>116254</u> | <u>142352</u> |
| Excess of expenditure over income | <u>-3740</u> | <u>-8173</u> | <u>-11914</u> | <u>-32649</u> |
| Transfer between funds | -1837 | 1837 | | 0.00 |
| Balance at 1 April 2023 | 11599 | 69944 | 81543 | 114192 |
| Balance at 31 March 2024 | <u>6022</u> | <u>63608</u> | <u>69629</u> | <u>81543</u> |
| Cash at bank | 5879 | 63608 | 69487 | 81478 |
| Cash in hand | 143 | 0 | 143 | 65 |
| | <u>6022</u> | <u>63608</u> | <u>69629</u> | <u>81543</u> |

The receipts and payments account was approved by the Board of Trustees on 5 August 2024 and was signed on its behalf by:

Wendy Davis
Trustee

Elizabeth Scrace
Treasurer

Wendy Davis

Elizabeth Scrace

Andover Trees United
Statement of assets and liabilities
At 31 March 2024

| | 2024 | | | 2023 |
|---|--------------|---------------|---------------|--------------|
| | UnRestricted | Restricted | Total | |
| | £ | | | £ |
| Cash at bank | 5879 | 63608 | 69487 | 81478 |
| Cash in hand | 143 | | 143 | 65 |
| | <u>6022</u> | <u>63608</u> | <u>69629</u> | <u>81543</u> |
| Assets retained for the charity's own use | | | | |
| Building | <u>0</u> | <u>139483</u> | <u>139483</u> | 108836 |
| Equipment | 124 | 13390 | 13514 | 13021 |
| Motor vehicle | <u>0</u> | <u>15512</u> | <u>15512</u> | 14995 |
| | <u>124</u> | <u>28902</u> | <u>29026</u> | <u>28016</u> |
| Accounts receivable | <u>2895</u> | <u>0</u> | <u>2895</u> | <u>0</u> |
| Current liabilities | | | | |
| Suppliers | 450 | 0 | 450 | 4194 |
| NEST | | 265 | 265 | 0 |
| HMRC | <u>0</u> | <u>505</u> | <u>505</u> | 303 |
| | <u>450</u> | <u>770</u> | <u>1220</u> | <u>4497</u> |

Independent Examiner's Report

I report to the trustees of Andover Trees United (charity No 1167574) on my examination of the accounts for the year ended 31 March 2024 set out on page 1.

Responsibilities and basis of report

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

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the 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 which give me cause to believe that in any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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 the report in order to enable a proper understanding of the accounts to be reached.



Mrs E Giles

Date 3rd August 2024

Mrs Emma Giles
8 Aster Court
Floral Way
Andover
Hampshire
SP10 3QD

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Date 3rd August 2024

Mrs Emma Giles
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