

Friends of Gledhow Valley Woods

(CIO Number:1169599)

Trustees Annual Report & Financial Statements for the year ending

31st December 2022

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Charity accounts preparation &
independent examination service

Friends of Gledhow Valley Woods

(CIO Number:1169599)

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Trustees' Annual Report

From: 01/01/2022

To: 31/12/2022

Charity's full name *Friends of Gledhow Valley Woods*

Registered Charity number **1169599**

Objectives and activities

Summary of the purposes of the charity set out in its governing document

1) To promote the conservation, protection and enhancement of the physical and natural environment of the area known as Gledhow Valley Woods in north Leeds ("the Woods") for the benefit of the general public, including in particular by:

- (a) protecting the natural beauty of the Woods,
- (b) maintaining and improving facilities within the Woods, such as paths and seating,
- (c) promoting biodiversity in the Woods,
- (d) increasing public awareness of the Woods and their conservation, protection and enhancement, and reflecting the opinions and concerns of the wider community in relation to the Woods,
- (e) acting to prevent development in the Woods where such development may be considered damaging the Woods, its flora and fauna or its value as a community amenity,
- (f) working with other groups that have an interest in, control over or responsibility for the Woods in furtherance of the objects of FGVW, including relevant public authorities and other local community groups.

2) To engage in any activities which in the reasonable opinion of the Trustees are conducive, ancillary or incidental to any of the above.

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

- (a) FGVW have continued to work with the main land owners, Leeds City Council and the Wades Charity to implement the management plan and remove the increasing amount of litter and fly tips.
- (b) FGVW own a field in the Woods, called Beck Pasture, and we are managing it as a wild flower meadow to improve biodiversity
- (c) FGVW hold monthly action mornings doing a varied range of projects from footpath repair to scything the meadows.
- (d) The management plan is implemented to improve the biodiversity. FGVW manage 6 wild flower meadows and work to eradicate/control invasive species.
- (e) THE FGVW annual Fun Day promotes and attracts feedback on the work of the charity. The event was attended by over 1000 local people.
- (f) The 17th Century Bath House, though not owned by FGVW, is opened each year on the Heritage Open weekend in September.
- (g) The FGVW website is the main provider of information about the group and its activities. Contact with FGVW supporters is by regular e mails.
- (h) FGVW liaise with the private landowners where necessary.
- (i) The Trustees, Steering group and any project teams liaise with various public bodies, including the main landowners the Wades Charity and Leeds City Council. We are in regular contact with council sectors, Parks and Countryside, Forestry, Land Drainage and Flood Risk Management.
- (j) There have been regular Partners meetings to oversee the project to desilt Gledhow lake, with attendees from Leeds City Council, Groundwork and the Wades Charity.
- (k) FGVW also consults with outside bodies, including Yorkshire Water, the Woodland Trust, Ebsford Environmental, Legacy Habitat Management.
- (l) FGVW also has a community engagement programme, associated with the lake project and this has involved linking with 3 local primary schools, arts organisations, TCV, a local community centre and numerous other groups. This programme was placed on hold for the duration of 2020, but restarted in 2021 and continued into 2022. Thanks to David Miles for his tireless work in organising the engagement programme.

All the Trustees have paid regard to the Charity Commission's public benefit guidance. We take it into account in our decision making. We have not had cause to depart from the guidance.

The trustees consider that they have complied with their duties to have due regard to the public benefit guidance published by the Charity Commission.

Contribution made by volunteers: Our volunteers make us one of the leading Friends groups in Leeds. The average number of volunteers attending action mornings is well over 30. For the period of this report, we had 10 action mornings in 2021. We limited the attendance for social distancing reasons, but still came out with a healthy average of 33 for 2021.

There are many others contributing throughout the year, not just at action mornings. There is much preparatory and extra work to do, along with meetings and the social media team are always active. Thanks to Adam and Carol Bull, Steve Jones-Blackett, David Miles, Stephen Tyndale-Biscoe, Mervyn and Joan Clayton and Trevor and Diane Kitto for their extra contributions.

Achievements and performance

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.

The FGVW Trustees are pleased to report on a year of consolidation and progress. Much of the work of the charity involves maintaining assets of the charity, most of which have been created by the Friends over the last 26 years. Namely the network of footpaths, sets of steps, the hedgerows and the meadows. Work at the monthly action mornings has included repairing path edges, topping up paths with fresh stone, inspecting and repairing steps. One set of steps off Gledhow Lane were completely refurbished in 2022. The numerous varying lengths of hedgerows have been protected from being out competed and their growth encouraged to become valuable wildlife corridors. The 6 meadows, all created by FGVW, need 3 months of intensive cutting and raking to enable them to continue to flourish. Our new mower and even newer hay rake attachment have proved their worth, especially in the larger meadows. We also did some wild flower plug planting and rotivated a section of Beck Pasture followed by re-seeding with a suitable mix of wild flower seed. 8 new hay rakes were well received by the volunteers. Besides the maintenance of our assets, other action morning work included planting new hedgerows, along with tree whips and bushes in various parts of the woodland. The Bath house railings were prepared and primed for painting and a further bench installed. In between action mornings, FGVW held an event to celebrate the conclusion of the HLF project to improve Gledhow Lake. Thanks to David Miles, Jill Darlington and Adrian Coltman for organising such a lovely event at the lakeside in April. The very successful HLF project has now concluded, with the final tranche of funding being paid to FGVW funds. Thanks to David Miles for steering the project from beginning to end. The Bath House was opened as part of the National Heritage Open Weekend events and we welcomed over 200 visitors keen to see inside the building and sample the refreshments. Thanks to all the volunteers for running the event and special thanks to Diane Kitto for providing the marvellous array of cakes. Beck Pasture was once again opened to the public on the National Meadows open day and our visitors were able to see the variety of wild flowers thriving in this ancient pasture. The stall at the Chapel Allerton Festival was a great success financially and through engagement with many of the folk that visit Gledhow Woods. Thanks to all the stall helpers and to Wendy Jones Blackett Ltd for providing greetings cards for us to sell to raise funds.

There were a couple of disappointing events in 2022. The tree that fell across the lake, nearly destroying the FGVW built jetty, should have been dealt with before it fell as Leeds City Council Forestry received various warnings about its perilous state, but failed to act in time. LCC will be repairing the jetty and surrounding area early in 2023. The other incident involved persons unknown removing a section of newly installed wooden railings protecting the public from a steep drop next to a section of raised footpath. Incidents like this are thankfully rare in the Woods and replacement metal railings were installed by FGVW volunteers. Thanks to Mervyn Clayton for leading the engineering team. Local Co-op stores once again chose FGVW to be a beneficiary of their Community Fund. This is a fantastic help to our work and we are very grateful to the Co-op for their support. The year ended with a thank you event for volunteers in the Three Hulats. A very satisfying year for FGVW. Thank you to all the volunteers who make it all possible

Financial review

Review of the charity's financial position at the end of the period

Statement explaining the policy for holding reserves stating why they are held

The purpose of the Reserves Policy for FGVW is to ensure stability of the ongoing operations of the charity. Reserves are intended to provide an internal source of funds for situations such as a sudden increase in expenses, one-time unbudgeted expenses, unanticipated loss in funding or uninsured losses. The reserves may also be used for one-time, non-recurring expenses that will build long-term capacity, such as investment in infrastructure.

Reserves are not intended to replace a permanent loss of funds or eliminate an ongoing budget gap. It is the intention of FGVW for reserves to be used and replenished within a short period of time. The Reserves Policy will be implemented in concert with other governance and financial policies of FGVW and is intended to support the goals and strategies determined by the Trustees.

The target Minimum Operating reserve has been set at £1000, being equal to one years insurance premium and likely legal fees to deal with any transfer of the land asset on winding up. At this stage, the charity does not have set or predictable operating expenses and financial commitments which need to be accounted for in the Operating Reserve.

An additional sum will be held as part of the Operating reserve to account for costs incurred should a major event such as the Fun day be cancelled. This will be calculated as the average costs of the three preceeding Fun days.

Reasons for holding zero reserves

N/A

Funds materially in deficit

None

Explanation of any uncertainties about the charity continuing as a going concern

None

Structure, governance and management**Description of the charity's trusts****Type of governing document** Constitution**How the charity is constituted** 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 Trustees must be drawn from the membership of the CIO

Other names the charity is known by FGWW

Charity's principal address 83, Gledhow Park Avenue
Leeds

Yorkshire

Postcode LS7 4JL

Names of the 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)
Martin Calvert	Chair		
Steve Jones-Blackett	Treasurer		
Naomi Watts-Kitto			
Adrian Coltman	Secretary		

Names and addresses of advisers

Type of adviser	Name	Address
Independent Examiner	Karen Wood ACMA	Outsource Accounting Services & IE's Hiscox Building, Peasholme Green York YO1 7PR
Bankers	HSBC UK Bank PLC	PO Box 105 33 Park Row, Leeds LS1 1LD

Declaration

The trustees declare that they have approved the Trustees Annual Report and Accounts

Signed on behalf of the charity's trustees

Signature

Martin Calvert

Full Name

Martin Calvert

Position

Chair

Date

24th April 2023

Independent examiner's report to the trustees of Friends of Gledhow Valley Woods

I report on the accounts of: **Friends of Gledhow Valley Woods**
for the period ended: **31st December 2022** which are set out on pages 6 to 9.

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 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 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

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.



Karen Wood (ACMA)
Outsource independent examination
service
The Hiscox Building
Peasholme Green
York YO1 7PR

27/04/2023

Date:

Friends of Gledhow Valley Woods
(CIO Number:1169599)

Receipts & payments accounts for the year ending:	31st December 2022
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	Unrestricted funds	Restricted funds	2022 Total funds	2021 Total funds
	£	£	£	£
Receipts				
Grants received	935	8,197	9,132	2,450
Donations	4,301	935	5,236	1,766
Events	-	-	-	1,225
Merchandise sales	2,759	-	2,759	720
Member subscriptions	290	-	290	185
Bank interest	20	-	20	33
Total receipts	8,305	9,132	17,437	6,379
Payments				
Seeds, tree work & grass cutting	1,773	-	1,773	2,726
Workshops , events & exhibitions	4,057	-	4,057	6,778
Signage & information	-	-	-	3,065
Carol's bench	-	290	290	-
Defibulator	-	935	935	-
Materials & action mornings	745	-	745	2,136
Tools & equipment	802	-	802	2,344
Insurance , subs & licence fees	413	-	413	462
Administration costs	-	10	10	199
Merchandise costs	84	-	84	79
Website, advertising & publicity	50	-	50	-
Independent examination	300	-	300	300
Donations to other organisations	-	-	-	100
Bank charges	79	-	79	8
Volunteer's expenses & gifts	-	-	-	80
Total payments	8,303	1,235	9,538	18,277
Net of receipts/(payments)	2	7,897	7,899	(11,898)
Transfer between funds	5,335	(5,335)	-	-
Balance brought forward	10,169	8,277	18,446	30,344
Balance carried forward	15,506	10,839	26,345	18,446

Friends of Gledhow Valley Woods
(CIO Number:1169599)

Statement of assets and liabilities at:	31st December 2022
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	Unrestricted funds £	Restricted funds £	2022 Total funds £	2021 Total funds £
Assets				
Cash at bank and in hand				
Current bank account	14,943	10,839	25,782	14,642
Deposit account	-	-	-	3,328
Petty cash	563	-	563	476
	<u>15,506</u>	<u>10,839</u>	<u>26,345</u>	<u>18,446</u>

	Unrestricted funds £	Restricted funds £	2022 Total funds £	2021 Total funds £
Liabilities				
Independent examination fee	300	-	300	300
	<u>300</u>	<u>-</u>	<u>300</u>	<u>300</u>

Friends of Gledhow Valley Woods
(CIO Number:1169599)

Notes to the accounts for the period ended: 31st December 2022

1. Basis of accounts

The Trustees have taken advantage of section 144 (2) of the Charities Act 2011 and prepared the accounts on a receipts and payments basis.

2. Restricted income funds

Fund name	Purpose
Lakes	Gledhow lake improvement works
Lakes Phase 2	
Thriving Communities	
AED Donate	
Carol's Bench	

	Balance b/fwd £	Incoming resources £	Resources expended £	Transfers btw £	Balance c/fwd £
Unrestricted Funds	10,169	8,305	8,303	5,335	15,506
Lakes					
Martin Wills Wildlife Trust	596	-	-	-	596
Coop Community Grant	5,847	-	-	-	5,847
	<u>6,443</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>6,443</u>
Lakes Phase 2					
Wades	-	3,000	-	-	3,000
	<u>-</u>	<u>3,000</u>	<u>-</u>	<u>-</u>	<u>3,000</u>
Thriving Communities					
Space2 Leeds	1,209	197	10	-	1,396
	<u>1,209</u>	<u>197</u>	<u>10</u>	<u>-</u>	<u>1,396</u>
AED Donate	-	5,000	0	(5,000)	-
	<u>-</u>	<u>5,000</u>	<u>0</u>	<u>(5,000)</u>	<u>-</u>
Carol's Bench					
Donations	625	0	290	(335)	-
	<u>625</u>	<u>0</u>	<u>290</u>	<u>(335)</u>	<u>-</u>
Defibulator					
Donations	-	935	935	-	-
	<u>-</u>	<u>935</u>	<u>935</u>	<u>-</u>	<u>-</u>
Total Restricted Funds	8,277	9,132	1,235	(5,335)	10,839
	<u>8,277</u>	<u>9,132</u>	<u>1,235</u>	<u>(5,335)</u>	<u>10,839</u>
Total Funds	18,446	17,437	9,538	-	26,345
	<u>18,446</u>	<u>17,437</u>	<u>9,538</u>	<u>-</u>	<u>26,345</u>

Transfer between funds

The final installment of £5k was paid to the NHLF fund on completion of the project. Funds were transferred back to unrestricted once this funding was obtained.

The donations for Carol's bench exceeded the cost of the bench plus commemorative plaque, The excess funds were transferred back to unrestricted reserves.

Approval of accounts for the year ended:

31st December 2022

The report and accounts were approved at a
meeting of the Trustees held on: ✓

23.04.2023

Date



Signed for and on behalf of the trustees

24.04.2023

Date

STEVE JONES - BLACKETT

Print name

TREASURER

Position (e.g. Chair etc)