

TOTAL AT BANK AS AT 20/03/2023

£31,547.20

Bacs/PO	Date	Payee	Income: UnRes	Income:Res	Category	Expenses:UnRes	Expenses:Res	Category	RUNNING TOTAL	COMMENTS
Bacs	04/04/2023	White Horse Lottery	15		Donation				31,562.20	
Bacs	11/04/2023	C Hodgson	100		Donation				31,662.20	Contribution from Riparian Owner - Owl Box
Bacs	11/04/2023	Lesley Atkinson				271.32		Fees	31,390.88	Res Dandridges Mill Fish By Pass (to come from EA funding - not yet received)
Bacs	11/04/2023	Tom Page				483.60		Fees	30,907.28	Res Dandridges Mill Fish By Pass (to come from EA funding - not yet received)
Bacs	12/04/2023	Kingfisher Housing	500		Donation				31,407.28	Litter picking at Kingfisher Hse
Bacs	24/04/2023	Amazon	5		Donation				31,412.28	
Bacs	04/05/2023	Lesley Atkinson				499.80		Fees	30,912.48	
Bacs	10/05/2023	White Horse Lottery	9.5		Donation				30,921.98	
Bacs	19/05/2023	Amazon	16.56		Donation				30,938.54	
Bacs	23/05/2023	Wantage Town Council	5,500.00		Grant				36,438.54	
Bacs	31/05/2023	Tom Page				304.20		Fees	36,134.34	
Bacs	31/05/2023	Mark Bradfield				3,082.39		Fees	33,051.95	
Bacs	31/05/2023	Mark Bradfield				49.98		Travel	33,001.97	
Bacs	31/05/2023	Oxfordshire County Council						252 Services	32,749.97	Res -Data Search Dandridges Mill (to come from EA - not yet received)
Bacs	05/06/2023	Lesley Atkinson				214.20		Fees	32,535.77	
Bacs	05/06/2023	Lesley Atkinson				2.30		Admin	32,533.47	
Bacs	09/06/2023	Panton Trust	1,000.00		Donation				33,533.47	
Bacs	13/06/2023	White Horse Lottery	12.5		Donation				33,545.97	
Bacs	28/06/2023	Tom Page				288.60		Fees	33,257.37	
Bacs	02/07/2023	Inca Accounting				529.20		Accounts	32,728.17	Account Audit
Bacs	11/07/2023	White Horse Lottery	10		Donation				32,738.17	
Bacs	17/07/2023	Nicola Kauret	100		Donation				32,838.17	
Bacs	19/07/2023	Mark Bradfield				2,737.06		Fees	30,101.11	
Bacs	19/07/2023	Mark Bradfield				14.21		Travel	30,086.90	
Bacs	19/07/2023	Mark Bradfield				1,496.43		Fees	28,590.47	
Bacs	19/07/2023	Mark Bradfield				7.84		Travel	28,582.63	
Bacs	31/07/2023	Anthony Harker				198.40		Insurance	28,384.23	
Bacs	03/08/2023	Lesley Atkinson				85.68		Fees	28,298.55	
Bacs	08/08/2023	White Horse Lottery	11.5		Donation				28,310.05	
Bacs	10/08/2023	Tom Page				577.20		Fees	27,732.85	
Bacs	10/08/2023	Tom Page				405.60		Fees	27,327.25	
Bacs	18/08/2023	Burnt Cakes WI	50		Donation				27,377.25	
Cheque	23/08/2023	C Wells		20,854.00	Donation from estate of Stephen Kenneth Brindle				48,231.25	
Bacs	03/09/2023	Mark Bradfield				2,755.83	582.36	Fees	44,893.06	
Bacs	03/09/2023	Mark Bradfield				17.64		Travel	44,875.42	
Bacs	03/09/2023	Mark Bradfield				2,813.80	767.4	Fees	41,294.22	
Bacs	03/09/2023	Mark Bradfield				56.84		Travel	41,237.38	
Bacs	08/09/2023	White Horse Lottery	8		Donation				41,245.38	
Bacs	24/09/2023	Tom Page				710.00		Fees	40,535.38	
Bacs	24/09/2023	Tom Page				444.40		Back Pay	40,090.98	
Bacs	24/09/2023	Mark Bradfield				712.32		Back Pay	39,378.66	
Bacs	24/09/2023	Lesley Atkinson				15.96		Back Pay	39,362.70	
Bacs	03/10/2023	Lesley Atkinson				72.82		Fees	39,289.88	
Bacs	03/10/2023	Creative Haus				90.00		Web site	39,199.88	
Bacs	06/10/2023	Grove WI	120		Donation				39,319.88	
Bacs	10/10/2023	White Horse Lottery	6.5		Donation				39,326.38	
Bacs	10/10/2023	Grove Parish Council	7000		Grant				46,326.38	
Cheque	16/10/2023	Mark Bradfield	35		Donation				46,361.38	
Cheque	16/10/2023	MJ Camp Charitable Trust	2000		Donation				48,361.38	
Bacs	03/11/2023	Wantage Town Council	5,500.00		Grant				53,861.38	

To whom it may concern,

Independent Examiner's Report to the Trustees of The Letcombe Brook Project, Charity Registration No. 1172111

I report on the account of The Letcombe Brook Project for the year end 31st March 2024, as attached to this letter.

The charity's trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act"). The charity's trustees consider that an audit is not required for this year under section 144 of the Act and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the applicable Directions given by the Charity Commission (under section 145(5)(b) of the Act, and
- to state whether particular matters have come to my attention.

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the 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 accounts present a 'true and fair' view, and the report is limited to those matters set out in the statement below.

The treasurer, together with the assistance of the deputy treasurer, prepares the accounts on a receipts/payments basis and these are reconciled with the bank statement on a monthly basis. Funds are held in a current account.

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Yours sincerely



Lesley Carson FCCA
Director

Inca Accountants Ltd

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CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1/4/23 To 31/3/24

Charity name: Letcombe Brook Project

Charity registration number: 1172111

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To promote for the benefit of the public the conservation, protection and improvement of the physical and natural environment of the Letcombe Brook catchment, in particular but not exclusively by promoting biological diversity. To advance the education of the public in the conservation, protection and improvement of the physical and natural environment of the Letcombe Brook catchment
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	Volunteering hours Work parties and riverfly monitoring continued with 23 LBP work parties completed. Total volunteer hours recorded were 486 Hrs. LBP supported a further 9 work parties run by other organisations (BBOWT and Hanney Flood Group). We also supported 3 King Alfreds Academy students in completing work experience plus one student completing his Gold Duke of Edinburgh Award. Volunteer Training 2 volunteers were trained to sample water quality in the brook. Volunteer outputs – volunteers support us with a wide range of activities including riverfly surveying, practical habitat improvement work, river wardening, invasive species control, litter picking plus species monitoring and reporting. Education – schools fieldwork sessions resumed with 268 primary school pupils joining us on the banks of the Letcombe Brook. Several Brownies and Cubs groups also joined us for guided walks (64 persons). Engagement- We were able to restart public events with 6 river dipping sessions provided in partnership with the Vale and Downland Museum. A Letcombe Brook Discovery day in September was attended by 45 people and we

		were able to provide talks to Women's Fellowship Group, Richmond Retirement Village and Letcombe WI and Hanney Seniors Club. Website limited updates only this year. Media – the PO filmed with Pam Ayres for a segment on water voles on her series The Cotswolds and Beyond. This was broadcast at 8pm on a Friday night in September. Social media – Followers on Twitter increased from 550 to 600, with regular tweets. Facebook Group grew from almost 900 members to almost 1100 with very regular postings from many members providing great information to local residents about the wildlife supported by the brook. Habitat Enhancement Work – 1.6 km of brook habitat improved or maintained due to direct action from volunteer team and PO or due to influencing owner to carry out work. This included: • Love the Letcombe Project (EA funded) to reduce shade and improve riparian habitat and biodiversity on multiple sites along the brook. • As part of this project 2 further feasibility studies were completed at Willow Walk, Wantage for a possible wetland creation project and Wolage Drive Bridge, Grove to improve fish passage. • Further progressed Dandridges Mill Project (EA Funded) to secure final design and apply for necessary permits and planning permission to create fish passage around the mill. Supporting Biodiversity Further nest boxes for owls and kingfishers have been installed along the Letcombe Brook corridor. Wildflower seed has been added to poor sections of riverbank. Management of the wildflower area at Willow Walk Nature Reserve continues with volunteers cutting the area by hand with scythes in September and raking off all arisings. A good number of cuckoo flower was noted in the meadow during spring. Volunteers and the PO took part in FHT's GroWet project helping to grow and plant specialist wetland plants in Oxfordshire. Survey Work Some rapid assessments to gauge habitat quality were completed along the brook including on the BBOWT reserve at Letcombe Valley.
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		Water Quality Monitoring LBP contributed to monitoring of temperature, phosphate and nitrate levels at various locations in the Letcombe Brook using kit funded by the EA. Invasive species control – balsam pulling along 7km of brook targeting all known stands, skunk cabbage (15 plants) identified and removed from one of the tributaries. Mink control now increased to 11 monitored mink rafts. Riverfly Surveying - 8 sites monitored on monthly basis as part of Riverfly Partnership invertebrate monitoring scheme 200+ Wildlife Records inputted via iRecord App including for protected species otter and water vole. Species recording has also been encouraged amongst the wider local community via social media to ensure more valuable data is provided to TVERC in preparation for the implementation of the Nature Recovery Network. Partnership working with following organisations: Freshwater Habitats Trust, EA, Sustainable Wantage, Hanney Flood Group, The Vale and Downland Museum, Wild Oxfordshire, Ock Catchment Partnership, Cain Bioengineering, Williams Racing, Thames 21 and Trust for Oxfordshire’s Environment. Advice provided to 18 riparian owners 4 interventions to reduce flood risk (e.g. obstruction removal) 3 pollution issues identified and reported 66 sacs of litter collected from the banks and riverbed including taking part in the PlasticBlitz event organised by Thames 21 held in October. Training up an Assistant – training up an assistant to help with project delivery work, surveying and leading groups of volunteers has continued with Tom now leading several work parties and helping deliver education work and events.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	None of the Trustees have had issues with activities which were for other than the public benefit.

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	The activities of the Trustees, the Project Officer and her Assistant and the Volunteers have enabled the general public to understand the benefits of the Project's work providing better access to the Brook, removing debris from it, removing non native weeds, pollarding bankside trees, surveying the wildlife in and adjacent to the Brook, monitoring the water quality and needs for bankside maintenance. Funds from the Environment Agency are provided for large engineering schemes to allow fish passage round or through obstacles (Several Mills block passages). The Project and EA jointly manage the design of such works and LBP part manage the work. Based on the above tasks the Project Officer plans future tasks for continuous development The Project Officer is particularly competent at demonstrating the benefits of her work to interested members of the public both on site and through regular meetings and school visits.

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	As set out in the accompanying accounts there was a carryover of £9760 with no outstanding bills or payments for the year.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Funds for three months of Project Officers and Assistant Project Officers time is carried over annually together with a nominal sum for fixed costs of insurance, communications and consumables. A donation of £20854 has been received, which is earmarked for large engineering projects
Amount of reserves held	Para 1.22	As stated above
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Charity Commission Scheme with model Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation
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	Chair of Trustees selects candidates for approval by all Trustees

Reference and Administrative details

Charity name	Letcombe Brook Project
Other name the charity uses	None
Registered charity number	1172111
Charity's principal address	C/O Vale and Downland Museum Church Street Wantage Oxfordshire OX12 8BL

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	Anthony Harker	Chair		
2	Alison Futter			
3	Mike Stead			
4	Kiera Bentley			
5	Julian Taylor Gadd			
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Corporate trustees – names of the directors at the date the report was approved

Director name		
None		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
None		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	None
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	None

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

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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)		
Full name(s)	Anthony Harker	
Position (eg Secretary, Chair, etc)	Chair	
Date	10/1/2015	