



Trustees' Annual Report for the period

Period start date

Period end date

From

01 07 2020

To

30 06 2021

Section A

Reference and administration details

Charity name GRIMSARGH WETLANDS TRUST

Other names charity is known by Grimsargh Wetlands Trust, Charity 1174037

Registered charity number (if any) 1174037

Charity's principal address

204 Preston Road,

Grimsargh,

Preston.

Postcode

PR2 5JS

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.	Jayne Woolam	Secretary		
2.	Lesley Walker	Treasurer		
3.	David Hindle	Chair		
4.	Geoff Carefoot			
5.	Phil Atkinson			
6.	Steve Whittam			
7.	Mike Fisher			
8.	Andy Small			
9.				
10.				
11.				
12.				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

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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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document <i>(eg. trust deed, constitution)</i>	Charitable Incorporated Organisation with voting members, other than trustees.
How the charity is constituted <i>(eg. trust, association, company)</i>	Trust
Trustee selection methods <i>(eg. appointed by, elected by)</i>	A yearly re-election of a third of the trustees by the membership at the annual AGM. Chairman, Secretary and Treasurer should stand for re-election annually. Appointment of new trustees is open to anyone who is interested in furthering the Trust's purposes. The role of trustee should be advertised and potential new trustees should be invited to submit a short resume of his/her experience, relevant to the post advertised. A short interview may also take place. Grimsargh Parish Council selected the first trustees, following the submission of a letter of application and an interview.
Additional governance issues (Optional information)	

additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Section C Objectives and activities

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

New trustees are advised to read the constitution, the handbook and various policy documents. The charity is a trust which abides by the constitution of a charitable incorporated organisation with voting rights by members. There are potentially 9 trustees. Currently we have 8 trustees, following the resignation of a trustee in 2019. On the 28th May 2018 Grimsargh Wetlands Trust signed a lease relating to the land, reservoirs and buildings, with Grimsargh Parish Council for a peppercorn rent, for 25 years. Grimsargh Parish Council are the landlords of the site, and the lease does include various caveats, as agreed with Grimsargh Parish Council. Clearly, there are risks associated with managing this type of site. However, the trustees have public liability insurance, the trustees are insured individually and the trust liaises with United Utilities, the former owners of the site. The trustees have erected multiple signs around the site warning the public of hazards etc. Volunteers regularly repair or reinstate any damage caused by erosion or vandalism. Trustees risk assess the conditions prior to the volunteer days. Volunteer days occur on a fortnightly basis throughout the year, under normal circumstances. Prior to volunteer days, volunteers are advised via email and the new website, as to what to wear and the type of tools that will be required. Power tools are not allowed to be used on site by volunteers. Volunteers are given a talk at the start of each session regarding hazards and uneven ground. Volunteers are also asked to read and sign a volunteer declaration form stating that individuals are working at their own risk. Children under 16 are not allowed to volunteer unless accompanied by a responsible adult. This information, including a disclaimer, is not on our new website, where most of our volunteers can register their intention to volunteer on a particular day.

Mission statement – "The maintenance and enhancement of the biological status of Grimsargh Wetlands for the benefit of the local community".

The charity is established to promote for the public benefit the conservation, protection and improvement of both the physical and natural environment in the area known as Grimsargh Wetlands, Grimsargh by promoting its biological diversity. At the same time, the charity promotes the provision of facilities for recreation for everyone, irrespective of age, infirmity, disability or social or economic need.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Originally the site was made up of three disused reservoirs, largely neglected and largely inaccessible to the public, especially in winter, as there was no footpath or the footpath was in a terrible state of disrepair. In three years the trustees have constructed footpaths, mobility ramps and steps, erected gates, viewing screens and fences that have made this site accessible to all members of the public, including those with mobility issues, wheelchair users and families with pushchairs. The site is now fully accessible to all. The site is free. The trustees have established volunteering opportunities, educational walks and talks, as well as social activities. It is linking people, who would not otherwise come into contact, with each other and thus is creating a better sense of community.

The trustees are protecting and conserving the fauna and flora of the site, while simultaneously, encouraging the whole community to enjoy volunteering activities as well as being able to access the site irrespective of the season. The site is special in that it is really three sites in one. The Fen, the Island Lake and the Mere, each site attracting different flora and fauna, including buzzards, curlews, lapwings, barn owls, many species of ducks and geese, badgers, butterflies, hares, deer, primroses, wild orchids and much more. In these days of encroaching urbanisation, it provides an oasis for nature in an otherwise overdeveloped urban sprawl to the north of Preston.

Additional details of objectives and activities (Optional information)

You may choose to include further statements, where relevant, about:

- policy on grantmaking;

While we have secured grants totalling £60,000.00 from the "Lancashire Environmental Fund" since 2018, including £10,980.00 January 2021, £3,000.00 from the "Alice and Harold Bridges Trust" March, 2020, and £1,250.00 from "SUEZ Recycling and Recovery Group", December, 2020, we continue to pursue grants from other organisations, for example, "Naturesave Trust". However, while we recognise that membership, legacies and fundraising are important sources of revenue, in order to secure the long-term viability of the Trust, we need to plan for its future sustainability. Long-term it is hoped to develop the site further by reinstating an existing building on site from which an income stream could be derived, if it were to be hired out to various groups. Alternatively, a new building could be erected on site for the same purpose. It is also hoped that gift aid and donations will form a realistic income stream. It is hoped that our new website will also attract new sponsors in the coming years.

Summary of the main achievements of the charity during the year

The pandemic has presented the trustees with several challenges this year, not least the suspension of volunteer days, which has resulted in the site becoming overgrown sadly, with the resultant loss of several species of plants and flowers. We have tried to hold several volunteer days during the year; however, as Preston was locked down for most of 2020/2021, our plans were thwarted and due to concerns over public health, the trustees cancelled the volunteer days in accordance with the law.

However, on June 19th June, 2021, we held our first volunteer day of the year, when small groups of socially distanced volunteers started work on clearing pathways and spillways. Following our Open Day, 21st August, we have plans to re-start fortnightly volunteer days during the Autumn.

Trustees have carried out urgent remedial work on the site during 2021. It is hoped, however, that with the easing of restrictions, the public will have the opportunity to volunteer regularly and safely on the site.

Due to concerns about social distancing, the trustees took the decision to postpone the AGM. In July 2020, and again in April 2021, the Secretary, contacted a representative of The Charities Commission who advised her that the AGM could be postponed if it was in the "interests of the trust". In April 2021, a representative from the Charities Commission said, "It is essential that members can see and hear the trustees at the AGM and if these conditions cannot be met safely, then the meeting can be postponed. If this is the case, all trustees and officers can remain in post until the next AGM." As several of our members do not have the technology to access Zoom, the decision was made to postpone the AGM in the interests of public safety and members were notified of the postponement. In addition, the trustees also took the decision to postpone membership fees until the next AGM. We are currently discussing whether or not it will be safe to hold a face-to face AGM in the Village Hall in the Autumn of 2021.

Despite the challenges we have faced, a record 15 individuals have become new members in 2021. Current membership stands at 47 and we have 63 volunteers on our register, although admittedly volunteers have had a long period of inactivity. Trustees voted to review membership subscriptions in 2020. The following are the new subscriptions: Individual, £20.00; Volunteer/Student, £10.00; Life, £250.00; Corporate Sponsor. £100.00. As the Corporate "Members" do not have voting rights at the AGM, it was agreed that they would be redesignated, "Sponsors" rather than "Members". We are currently also reviewing what our members receive for their membership. Currently, they receive: a membership card; a Grimsargh Wetlands Trust sticker; an exclusive guided walk; an invitation to the AGM with voting rights; a quarterly newsletter and this year, 2021, a calendar.

Achievements of Grimsargh Wetlands Trust, 2020-2021

Despite the challenges of the pandemic, Grimsargh Wetlands has continued to thrive and while it has been a difficult year, much has been achieved:

1. The Website – December 2020

The growth of our membership base this year, despite the lockdowns and closure of some of the site for part of the year, is due in no small part to our new revamped website. In September 2020, a member of

the Trust and a marketing professional, Hannah McGivern, volunteered to help the trustees revamp our website. We are indebted to Hannah for her tireless efforts to make our dream of a user-friendly website a reality. The trustees agreed a budget of £5000.00 and we received three quotes from several companies. A small sub-committee was established to oversee the website project. "ID Designs" was awarded the bid, and agreed to complete the project for £4,500.00. Mike Budd agreed to continue to host our website in order to keep on-going running costs of the website to a minimum. During the Autumn the sub-committee, Lesley Walker, Jayne Woollam and Mike Fisher, in conjunction with Hannah, worked hard to produce content for the website. The new website, launched in December 2020, providing information for visitors to the reserve, along with an on-line map showing the location of all the access points and viewing screens, together with a database of the wildlife likely to be seen at the Wetlands. There is also an on-line shop and membership of the Trust can be renewed on-line. Future events, from volunteer days to guided walks are also bookable online. The quarterly newsletter will also be available on-line. Previous newsletters are now archived on the website. The new website has already elicited more engagement from the local community and wider public and the trustees believe that it has been a significant achievement for the Trust.

2. The Sluice – Phase 3 – September 2020

In September 2020 a sluice was installed, funded by a generous grant of £3,000.00 from the Alice and Harold Bridges Trust. Subsequently, there was a controlled drop in the water levels and the sluice has allowed the trustees to control water levels across the whole site, thus improving the habitat and the breeding opportunities for wading birds.

3. New Warden – May 2021

In September 2020, the Secretary produced a job description for the Warden and Deputy Warden. In May 2021, the Deputy Warden, Neil Hartley, was appointed as Warden to help the trustees operate the site, following the resignation of the previous Warden. Neil has enthusiastically taken up his new role and the trustees are very pleased that he had accepted the appointment.

4. Long-Term Goals – September 2020

In September, 2020, Phil Atkinson, a trustee, presented the trustees with a list of long-term goals for the Trust. A small subcommittee subsequently was formed, whose objective was to formulate a long-term strategic plan for the site. The sub-committee is still working on this long-term management plan of the Wetlands. However, it was agreed by the trustees that in the absence of volunteer days and the huge task of maintaining the site, professional contractors should be employed four times a year to carry out remedial work on Wetlands.

5. Reprofiling of Islands, Phase 3 – November 2020

In November 2020 a local contractor was able to re-profile the islands on the Island Lake. This involved reducing the height of the islands (to make it easier for young birds to get into and out of the water) and

increasing the perimeter of each of the islands. By creating scrapes to clay level, a more diverse habitat has been created for the wading birds.

6. Lancashire Environmental Fund - £10,980.00 Grant, Phase 4 – January 2021

Following the completion of the work on the Island Lake, Geoff Carefoot, trustee, who has project managed Phases 2 and 3 of the development works, now rose to the challenge of project managing Phase 4. In January 2021, the Trust was delighted to learn that it had been awarded an additional £10,980.00 grant to help improve public access to the site and to install an additional access point and additional viewing screens. Geoff had also applied for this additional funding from the LEF. Work started in February and involved the creation of a new access point and viewing area overlooking The Fen. A clearing in front of the newly erected viewing screens, along with a small wildlife pond, were also created. In addition, two small viewing screens, overlooking the Island Lake, were also installed.

7. SUEZ – Grant - £1,250.00, December, 2020

The Trust received a £1,250.00 donation from “SUEZ Recycling and Recovery UK Group”.

8. BBC Radio Lancashire – 25th March 2021

In March 2021, trustee Geoff Carefoot spoke about the work he had supervised/project managed to BBC Radio Lancashire, explaining how the funding from the LEF had been spent.

9. The Container – Sept. 2021

While planning permission for the storage container was granted in March 2020, the container itself was only placed on site in September 2020. The container is a very useful storage facility for our equipment, for example loppers, spades etc.

10. February 2021 – New Marketing Committee

A new marketing committee was needed to increase the on-line and wider profile of the Wetlands to the community. This sub-committee was launched in February 2021. Members include: David Hindle, Mike Fisher, Andy Small, Lesley Walker and Jayne Woollam. Hannah McGivern co-ordinates/leads the group.

11. Tern Rafts – March 2021

Geoff Carefoot acquired several empty cable drums from “Story Homes” to create tern rafts to be placed on the Mere. Cable drums make ideal tern rafts. He took delivery of the drums in August 2020 and has acquired additional drums since that date. Terns are migratory birds and only appear in the UK during the summer months. The Tern Rafts were installed, March, 2021. We are pleased to report that terns have since nested on the drums and have successfully reared young.

12. Birdlife 2020-2021

Although we have not been able to maintain the site over the last 18 months as well as we would have liked, development work, for example,

increasing the perimeter of each of the islands. By creating scrapes to clay level, a more diverse habitat has been created for the wading birds.

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Grimsargh Parish Council's newsletter.

16. Grimsargh Parish Council

The trustees continue to have an excellent working relationship with Grimsargh Parish Council. The clerk to the Parish Council is now invited to attend meetings, as she can update the trustees with relevant planning applications etc. She receives agendas and minutes and is invited to each meeting. GPC is the freeholder of the site. Terry Cryer, a GPC councillor, continues to be GPC's representative to the Wetlands.

17. Risk Assessment – December 2020

In December 2020, Mike Fisher circulated several risk assessments from similar wildlife organisations to the trustees for their perusal and comment. Mike agreed to create a risk assessment for Grimsargh Wetlands. Once written, the risk assessment will be placed on the website for volunteers and visitors to read prior to volunteering/visiting.

18. June 2021 – Police Cadets

In June, 2021, the Chairman, David Hindle, confirmed that he had held a productive meeting with the Lancashire Police Force; potentially there is a pool of 150 police cadets willing to help on our volunteer days. We are hopeful, that going forward in the Autumn, we will be able to organise a group of no more than 20 police cadets at any one time, to help the volunteers maintain, protect and conserve the Wetlands.

19. "Open Day" – 21st August 2021

June 2021 saw the trustees planning an Open Day for the 21st August, 2021. In celebration of the funding received from the LEF, we are planning an Open Day on Saturday 21st August for the whole community. This will mark the formal opening of the viewing screens and access points and invitations to all our supporters, including a representative from the LEF, and our Patron, Lord Horam of Grimsargh, has been sent by the Secretary. The afternoon will be marked by the official opening of the screens and access points, the unveiling of a pebble art installation produced by local children, activity sheets for the children and guided walks around the Wetlands for the public.

20. The Future

While we have faced a challenging twelve months, the trustees have worked tirelessly to keep the Trust going. A lot has been achieved but we are under no illusion to the challenges that face us in 2021/2022. Ongoing maintenance continues to be a challenge but, hopefully, the re-established volunteer days, and the use of professional contractors, will help us to face this challenge successfully. We look forward to re-engaging with the public through our volunteer days and guided walks, and we look forward to relaunching and increasing our membership and our volunteers at the next AGM.

Brief statement of the charity's policy on reserves

Details of any funds materially in deficit

Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Lancashire Environmental Fund, SUEZ, sponsorship, donations, fundraising, membership, book stall, calendar and Christmas cards, click and collect service, sponsors.

1. A grant of £10,980.00 for Phase 4 work on The Fen – installation of viewing screens, ramp, excavation of ponds.
2. A donation of £1,250.00 from SUEZ Recycling – to support biodiversity on the site.

Section F Other optional information

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

Jayne Woollam *Jayne Woollam*

Full name(s)

Jayne Woollam

Position (eg Secretary, Chair, etc)

Secretary

Date. August 5th, 2021



CHARITY COMMISSION
FOR ENGLAND AND WALES

Grimsargh Wetlands Trust

1174037

CC16a

Receipts and payments accounts

For the period from	1st. July 2020	To	30th June 2021
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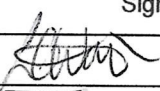
Section A Receipts and payments

	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 £
A1 Receipts					
Membership Fees	441			441	510
Grants	4,250	10,980		15,230	19,992
Fund Raising & Sales	8,514			8,514	2,929
Parish Council	15,000			15,000	20,000
Donations	408			408	880
Sub total (Gross income for AR)	28,613	10,980		39,593	44,311
A2 Asset and investment sales, (see table).					
Sub total					
Total receipts	28,613	10,980		39,593	44,311
A3 Payments					
Insurance	2,780			2,780	2,610
Improvements & Repairs	18,035	10,980		29,015	22,699
Equipment	6,848			6,848	1,262
Expenses	879			879	266
Sub total	28,542	10,980		39,522	26,837
A4 Asset and investment purchases, (see table)					
Sub total	28,542	10,980		39,522	26,837
Total payments	28,542	10,980		39,522	26,837
Net of receipts/(payments)	71	nil		71	22,678
A5 Transfers between funds					
A6 Cash funds last year end	22,678			22,678	5,204
Cash funds this year end	22,749			22,749	22,678

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 £
B1 Cash funds	Bank Account	22,749		
	Petty Cash Account	20		
	Total cash funds (agree balances with receipts and payments account(s))	22,769		
		Agreement Error		
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets				
B3 Investment assets		Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use		Fund to which asset belongs	Cost (optional)	Current value (optional)
B5 Liabilities		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
	LESLEY WALKER.	21/8/21
Jayne Woollam	JAYNE WOOLLAM	21/8/21



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Grimsargh Wetlands Trust

On accounts for the year
ended

30th June 2021

Charity no
(if any)

1174037

Set out on pages

One to two.

Respective responsibilities
of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities 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 procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent
examiner's statement

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.

Independent examiner's
statement

In connection with my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Alan A. Clements

Date:

22nd. August 2021.

Name:

Rev'd. A. A. Clements

Relevant professional
qualification(s) or body (if
any):

Fellow of the Association of Charity Independent Examiners.
15 Carleton Road, Great Knowley, Chorley PR6 8TQ