



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 1<sup>st</sup> January 2020  
Period end date

Period start date To 31<sup>st</sup> December 2020

Charity name: Lenham Meadows Trust

Charity registration number: 1176004

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>To promote the conservation, protection and improvement of the physical and natural environment of the area known as Lenham and the surrounding area in the Parish of Lenham. To provide or assist in the provision of the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for those living or working in the Parish of Lenham</b>
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	<b>To take into the Trust ownership open space land and manage such land for the benefit of the residents and visitors of Lenham. Glebe Pond has been purchased and the area restored for the enjoyment of the public</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>All Trustees are familiar with the Charity Commission guidance and have regard to the public benefit</b>

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	<b>N/A</b>
Policy on social investment including program related investment	Para 1.38	<b>N/A</b>

Contribution made by volunteers	Para 1.38	<b>All LMT volunteers assist the Trust in maintaining our open spaces and help with fundraising. However, last year we did not have any activities involving volunteers due to Covid-19 restrictions</b>
Other		<b>N/A</b>

## 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	<p><b>As per last year's return the Lenham Meadows Trust continued to maintain Glebe Pond to the benefit of residents of Lenham and its visitors, Unfortunately, due to Covid-19 restrictions a number of events and activities were cancelled or re-scheduled to 2021.</b></p> <p><b>However, we were able to work with the Kentish Stour Countryside Partnership in producing an information panel giving information about Glebe Pond and its springs as the source of the River Stour.</b></p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<b>The Trust's achievements continue to be set against our objectives and despite Covid-19 restrictions we were able to review what we do to benefit the community</b>
Performance of fundraising activities against objectives set	Para 1.41	<b>Despite Covid-19 restrictions we were able to fundraise by advertising in our local village magazine for members and also by producing a Lenham Meadows Trust calendar which we sold in local village outlets.</b>
Investment performance against objectives	Para 1.41	<b>N/A</b>
Other		<b>N/A</b>

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>The Trustees have reviewed the Trust's financial position and deem it to be satisfactory</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>N/A</b>
Amount of reserves held	Para 1.22	<b>N/A</b>
Reasons for holding zero reserves	Para 1.22	<b>We are a relatively new charity and have no need for reserves</b>
Details of fund materially in deficit	Para 1.24	<b>N/A</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>The Trustees have no uncertainties regarding the LMT continuing as a going concern</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<b>This year it was not possible to arrange any fundraising events, however, in a 'normal' year we would look to public events; annual donations as the principal source of funds</b>
Investment policy and objectives including any social investment policy adopted	Para 1.46	<b>N/A</b>
A description of the principal risks facing the charity	Para 1.46	<b>N/A</b>
Other		<b>N/A</b>

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document ( <a href="#">trust deed</a> , <a href="#">royal charter</a> )	Para 1.25	<b>CIO</b>
How is the charity constituted? (e.g. <a href="#">unincorporated association</a> , <a href="#">CIO</a> )	Para 1.25	<b>CIO (Foundation)</b>
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	<b>Trustees appointed usually by personal recommendation. Chairman, Deputy Chairman and Treasurer are all elected by Trustees</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<b>Trustee Training and via Charity Commission website</b>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<b>Trustees meet on a quarterly basis (this year via Zoom); the Management Team meet monthly (again this year via Zoom).</b>
Relationship with any related parties	Para 1.51	<b>Kent Wildlife Trust; Kentish Stour Countryside Partnership</b>
Other		<b>N/A</b>

## Reference and Administrative details

Charity name	<b>Lenham Meadows Trust</b>
Other name the charity uses	<b>N/A</b>
Registered charity number	<b>1176004</b>
Charity's principal address	<b>1A High Street, Lenham, Kent, ME17 2QT</b>

**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	David Marshall	Chairman		Trustees
2	Daniel Matthews	Deputy Chairman		Trustees
3	Valerie Woollven	Treasurer		Trustees
4	Danielle Coorsh			
5	Richard Greenwood			
6	Michael Cockett			
7	Marshall Osborne			
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19				
20				

**Corporate trustees – names of the directors at the date the report was approved**

Director name		
N/A		

**Name of trustees holding title to property belonging to the charity**

Trustee name	Dates acted if not for whole year	
N/A		

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
	N/A	

#### 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

N/A

## Other optional information

N/A

## Declarations

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

Signed on behalf of the charity's trustees

<b>Signature(s)</b>	<i>D R Marshall</i>	
<b>Full name(s)</b>	David Richard Marshall	
<b>Position (eg Secretary, Chair, etc)</b>	Chairman	
<b>Date</b>	28/10/21	



CHARITY COMMISSION  
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Charity Name	No (if any)
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## Receipts and payments accounts

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For the period from	Period start date 01/01/2020	To	Period end date 31/12/2020
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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 £
<b>A1 Receipts</b>					
Donations	6,258	-	-	6,258	2,720
Subscriptions	1,175	-	-	1,175	1,150
Events	1,708	-	-	1,708	1,017
Grant	-	-	-	-	6,890
Gift Aid	453	-	-	453	1,625
Interest	-	-	-	-	1
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b> (Gross income for AR)	9,594	-	-	9,594	13,403
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	9,594	-	-	9,594	13,403
<b>A3 Payments</b>					
Conservation	-	-	-	-	252
Contract Work	-	-	-	-	654
Event Costs	1,022	-	-	1,022	207
Fixture Repairs	-	626	-	626	-
Property Maintenance	-	264	-	264	-
General Insurance	545	-	-	545	600
Design & Printing	138	-	-	138	1,147
Social Media	118	-	-	118	165
Meeting Expenses	14	-	-	14	-
<b>Sub total</b>	1,837	890	-	2,727	3,025
<b>A4 Asset and investment purchases, (see table)</b>					
Land	-	-	-	-	1,741
Fixtures & Fittings	-	230	-	230	4,522
<b>Sub total</b>	-	230	-	230	6,263
<b>Total payments</b>	1,837	1,120	-	2,957	9,288
<b>Net of receipts/(payments)</b>	7,757	- 1,120	-	6,637	4,115
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	10,015	1,634	-	11,649	7,534
<b>Cash funds this year end</b>	17,772	514	-	18,286	11,649



## 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 £
<b>B1 Cash funds</b>	Cash at bank	17,772	514	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	17,772	514	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>				
	Land	Unrestricted	-	-
	Fencing	Restricted	-	-
	Benches	Restricted	230	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	V J Woollven	V J WOOLLVEN	27/10/2021	
	D R Marshall	D R MARSHALL	27/10/2021	
			28/10/2021	