

# WOOD LANE CONSERVATION TRUST

England & Wales · Charity number 1177696

## Details

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**Other names** WLCT

**Status** Registered

**Legal form** Charitable company

**Company number** [10177172](#)

**Registered** 2018-03-26

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Wood Lane Countryside Centre  
Wood Lane  
Stannington  
Sheffield  
S6 5HE

**Phone** 01142316982

**Email** [admin@woodlanecc.org.uk](mailto:admin@woodlanecc.org.uk)

**Website** [www.woodlanecc.org.uk](http://www.woodlanecc.org.uk)

## Activities

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**Objects:** TO PROMOTE AND ADVANCE, FOR THE PUBLIC BENEFIT, THE PROTECTION, IMPROVEMENT AND CONSERVATION OF SHEFFIELD'S PHYSICAL AND NATURAL ENVIRONMENT, SO AS TO MAINTAIN A FACILITY FOR PHYSICAL AND LEISURE-TIME ACTIVITIES, AIMED AT IMPROVING THE HEALTH AND WELL-BEING OF THE LOCAL COMMUNITY IN PARTICULAR, BUT NOT EXCLUSIVELY, BY A.MANAGING AND MAINTAINING WOOD LANE COUNTRYSIDE CENTRE.B.CREATING AND EFFECTIVELY MANAGING WILDLIFE HABITATS, SUCH AS ANCIENT WOODLANDS, MEADOWS AND WETLANDS, FOR BIODIVERSITY, SPECIES PROTECTION AND PUBLIC ACCESS AND ENJOYMENT.C.RAISING AWARENESS IN PEOPLE OF ALL AGES AND ABILITIES OF THE IMPORTANCE OF NATURE CONSERVATION AND BIODIVERSITY. D.PROVIDING PRACTICAL NATURE CONSERVATION AND TRADITIONAL COUNTRYSIDE SKILLS TRAINING FOR ADULTS AND CHILDREN OF ALL AGES AND ABILITIES, TO ENABLE THEM TO BECOME ACTIVELY INVOLVED IN NATURE CONSERVATION.E. INVOLVING COMMUNITIES AND SCHOOLS IN PRACTICAL NATURE CONSERVATION PROJECTS

**Activities:** We work to protect, improve and conserve Sheffield's environment. We manage and maintain Wood Lane Countryside Centre for practical nature conservation projects, countryside skills training, environmental education and leisure time activities to improve the health and well being of people of all ages in the local community and raise awareness of the importance of biodiversity and wildlife.

## Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** Education/training, Arts/culture/heritage/science, Environment/conservation/heritage
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, The General Public/mankind

## Geography

- Sheffield City

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-30	-	-	-	-
2024-03-30	£97,154	£109,705	-	-
2023-03-30	£91,937	£131,709	-	-
2022-03-30	£92,793	£84,596	-	-
2021-03-30	£104,979	£77,483	-	-
2020-03-30	£134,350	£127,430	-	-

## Trustees

Name	Role	Appointed
<b>Vicky Brammer</b>	Chair	2021-04-06
ARTHUR KEITH HILL BSC. MA		2018-03-22
FRANCES JOY HILL BSC		2018-03-22
MARILYN JUNE SANDERSON		2018-03-22
RICHARD GEORGE YOUNG		2018-03-22

**WOOD LANE CONSERVATION TRUST**

England & Wales - Charity number 1177696

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# Accounts

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**Registered Charity Number: 1177696**

**Company number: 10177172**

**Wood Lane Conservation Trust**

**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**

**For the year ended 30 March 2024**

## Wood Lane Conservation Trust

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## **Wood Lane Conservation Trust**

### **Legal and administrative information for the year ended 30 March 2024**

#### **Directors**

Vicky Brammer (nee Walker)	Chair
Frances Hill	
Arthur Hill	
Marilyn Sanderson	

#### **Registered office**

Wood Lane Countryside Centre  
Wood Lane  
Stannington  
Sheffield  
S6 5HE

#### **Company Number**

10177172

#### **Charity number**

1177696

#### **Accountants**

Seven Hills Accountants Limited  
57 Burton Street  
Sheffield  
S6 2HH

## **Wood Lane Conservation Trust**

### **Directors' annual report For the year ended 30 March 2024**

The trustees are pleased to present their annual directors' report together with the financial statements of the charity for the year ended 30 March 2024 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and the charities Statement of Recommended Practice (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland; FRS 102) issued in October 2019.

#### **Structure, governance and management**

Wood Lane Conservation Trust (WLCT) is a charitable company limited by guarantee, incorporated on 12 May 2016 and registered as a charity on 22 March 2018 after amendments to the Memorandum of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

Overall management of the charity is the responsibility of the trustees who are elected and co-opted under the terms of the constitution. Day to day management is delegated to the Managing director and carried out by paid staff.

Wood Lane Countryside Centre Ltd (WLCC) is a company limited by guarantee (Company number 11264778). The company is a wholly owned trading subsidiary on the basis of control by common directors. The company was incorporated on 20 March 2018 and the trading activities of the charity were transferred to this company with effect from 1 April 2018. The company operates the weddings, commercial room rental and other events carried on at the Centre and pays all its profits to the charity under the gift aid scheme.

#### **Charitable Aims and objectives**

The objects of the Charity are to promote and advance, for the public benefit, the protection, improvement and conservation of Sheffield's physical and natural environment, so as to maintain a facility for physical and leisure-time activities, aimed at improving the health and well-being of the local community in particular, but not exclusively, by:

- Managing and maintaining Wood Lane Countryside Centre (a grade II listed former farm set on the edge of countryside in north-west Sheffield)
- Creating and effectively managing wildlife habitats, such as ancient woodlands, meadows and wetlands, for biodiversity, species protection and public access and enjoyment.
- Raising awareness in people of all ages and abilities of the importance of nature conservation and biodiversity.
- Providing practical nature conservation and traditional countryside skills training for adults and children of all ages and abilities, to enable them to become actively involved in nature conservation.
- Involving communities and schools in practical nature conservation projects

The charity rents rooms and space in the building to community groups. The trading subsidiary, Wood Lane Countryside Centre (Company number 11264778), operates the weddings, commercial room rental and other events carried on at the Centre and pays all its profits to the charity under the gift aid scheme.

## **Wood Lane Conservation Trust**

### **Directors' annual report (continued) For the year ended 30 March 2024**

Whilst planning their activities the trustees have had regard to the guidance issued by the Charity Commission on public benefit.

#### **Activities and achievements**

##### **Rental and community use of the Centre**

Sheffield Countryside Conservation Trust, North Sheffield Conservation Group, SCC's PROW Unit and the nursery "The Nature Box " use the Centre 24/7 for office workshop space and storage.

Community use of Wood Lane continues with the centre being used for classes and activities including Pilates, art, children's art, yoga, fencing, wood turning, Inspirations Sheffield, local conservation group and local recycling group.

In the trading subsidiary, use of the centre for wedding receptions and other events continues to provide us with support to pay for staff salaries, and to provide building and garden maintenance.

The Centre Manager has managed to let a smaller barn to a group for adults with various care needs. This will be for a block booking of 50 weeks per year starting in February 2024. WLCT plans to work with them and their service users to help teach skills such as wildlife gardening, growing plants, making bird boxes and provide space for cooking skills.

#### **Conservation**

Due to the continued uncertain financial position of WLCT, the conservation work is still carried out by our partner organisation North Sheffield Conservation Group as Trustees felt it would not be financially prudent to employ a new Conservation Officer. Fortnightly conservation tasks have continued to be carried out at weekends by their volunteers.

A self-employed gardener has been helping out at Wood Lane and helping to lead tasks within the grounds. It is working in partnership with WLCT to set the grounds up for environmental education at Wood Lane with children (and potentially adults) of all ages.

Our apiary continues to thrive, we have managed to all 5 hives through the winter. Having the honeybee hives has enabled us to promote bee keeping and use bee conservation as part our aims.

The Centre Manager is currently in communication with local volunteer groups in Sheffield to put a team of new volunteers together to help with works in the community and grounds of the Centre. We are hoping to create a new wildlife area within the grounds and finish of the project with stone built composting bins. WLCT aim to get some funding for a new vehicle which will benefit the charity and that of another local group that provides in partnership with WLCT litter picking and other related tasks in the community. The Centre manager has been in touch with the local authority and is working with them to help secure some funding for upcoming projects and grants towards a new conservation officer. This would enable the charity to welcome school visits back to the Centre and provide a leadership role for supervising Volunteers.

In recent months Willow & Worms have been doing some staff training for the charity in relation to conservation work whilst carrying out works in the grounds. This has had a beneficial impact to staff works and will be beneficial for working with other groups and teaching new skills in the coming months.

## **Wood Lane Conservation Trust**

### **Directors' annual report (continued) For the year ended 30 March 2024**

#### **Financial review, issues regarding the lease and future plans**

The Tenancy at Will agreement, signed in September 2019 with Sheffield City Council, gave WLCT responsibility for funding and running Wood Lane Countryside Centre. This significantly increased WLCT's annual financial liabilities, with utilities being recharged from September 2019. 20/21 was the first full year operating under the new Tenancy agreement but the pandemic and essential closure of the Centre meant our income and expenditure streams were far from normal. Sheffield City Council suspended the request for utilities payment during the pandemic, but as at 31/3/24 we owe circa £41,800 (including offsetting PROW rent due).

In August 2023 the Council set out the terms of a new lease which was for two years with a rental bill of £40,000 in year one and £45,000 in year two. The Council offered to write just over £35k off the debt if WLCT signed the new lease. It transpired that SCC would take the other users contributions directly and still charge WLCT the £40k in year one and £45k in year two. The Trustees have exhausted all avenues with the council trying to reach a compromise. This included explaining to the council that WLCT, a registered charity, was being treated like a commercial business and that other "commercial businesses" at Wood Lane were being offered advice and assistance by the council. Sheffield City Council sent notification in November 2024 that if the Trustees did not sign the new lease by the 3rd December 2024 then the council would issue a notice to quit. The Trustees explored all options but decided the new lease was unaffordable and unworkable for the Charity and it was decided that they would hand in notice to the Council allowing them 12 months from the 1st December to wind down the Community use and classes (and events in WLCC) throughout 2025. The Trustees have decided to wind down the trading company and plans to keep the charity going by working with other conservation groups throughout Sheffield. WLCT has gained connections through some of its volunteers who have access to Volunteers wanting opportunities within Conservation works. It is hoped that WLCT can relocate the hives and form a partnership with another beekeeping group who are also a registered conservation charity. This will enable us to continue to deliver our non Wood Lane related Charitable aims.

One of Wood Lane's tenants, Sheffield Countryside Conservation Trust (SCCT), is still refusing to make payments for previous contributions to WLCT for over 6 years, ignoring invoices and claiming financial difficulties. Their debt as at 30 March 2024 was around £37,500. Recently Sheffield City Council stated the debt is now between WLCT and SCCT and have said it is down to WLCT to contact SCCT directly to obtain this outstanding debt. The Trustees have decided to assign the debt to Sheffield City Council as the Council had told SCCT (with whom they closely work with) not to pay this debt after recently saying they did not advise this or otherwise. The Trustees are also now seeking legal advice and plan to report its complaints to the local government ombudsman.

## **Wood Lane Conservation Trust**

### **Directors' annual report (continued) For the year ended 30 March 2024**

#### **Reserves policy and going concern assessment**

The charity's free reserves as at 30 March 2024 were £29,505. This includes the potential bad debt of £37,500.

During 24-25 the charity was able to increase income from room lettings, and so the finances have improved to have positive free reserves excluding the potential bad debt at the time of signing of the accounts.

As noted in the Financial review, issues regarding the lease and future plans section above, the trading subsidiary will cease trading on 1/12/25 and then close once all pending administration has been finished. The charity will cease its main operations on 1/12/25.

The trustees have forecast the closure costs, including redundancies etc and believe they will have sufficient reserves at that time to fulfil all outstanding obligations upon closure (including in the worst case scenario that . Minimum free reserves of around £10,000 are required for these.

#### **Trustees' responsibilities in relation to the financial statements**

The charity trustees (who are also the directors of the charity for the purposes of company law) are responsible for preparing a Directors' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). The report and accounts have been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies.

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and the group and of the incoming resources and application of resources, including the income and expenditure, of the charitable group for that period. In preparing the financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and the group and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website in accordance with legislation in the United Kingdom governing the preparation and dissemination of financial statements.

**Wood Lane Conservation Trust**

**Directors' annual report (continued)  
For the year ended 30 March 2024**

**Small company provisions:**

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

The directors declare that they have approved the directors' annual report above on 28 March 2025.

Signed on behalf of the directors:

*Marilyn June Sanderson*

Marilyn Sanderson  
Director

## **Independent examiner's report to the directors of Wood Lane Conservation Trust ('the Company')**

I report to the charity directors on my examination of the accounts of the Company for the year ended 30 March 2024.

### **Responsibilities and basis of report**

As the directors of the Company you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

### **Independent examiner's statement – matter of concern**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

### *Going concern*

As noted in the Trustees' annual report, the trading subsidiary will cease trading on 1/12/25 and then close once all pending administration has been finished. The charity will cease its main operations on 1/12/25. Some of the charity's future plans are dependant on the recovery of debts – as this is pending at the time of signing of the accounts, that is a material uncertainty surrounding the going concern of the charity.

I have no other 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.

*S Lightfoot*

28 Mar 2025

Sarah Lightfoot, FCA DChA  
Seven Hills Accountants Limited  
57 Burton Street  
Sheffield  
S6 2HH

## Wood Lane Conservation Trust

### Statement of financial activities

(incorporating the income and expenditure account)

For the year to 30 March 2024

	Notes	Unrestricted funds £	Restricted funds £	Total 2024 £	Unrestricted funds £	Restricted funds £	Total 2023 £
<b>Income from:</b>							
Charitable activities	2	31,350	-	31,350	30,363	-	30,363
Other trading activities	3	65,804	-	65,804	61,574	-	61,574
		<u>97,154</u>	<u>-</u>	<u>97,154</u>	<u>91,937</u>	<u>-</u>	<u>91,937</u>
<b>Expenditure on:</b>							
Charitable activities	4	109,705	-	109,705	131,709	-	131,709
		<u>109,705</u>	<u>-</u>	<u>109,705</u>	<u>131,709</u>	<u>-</u>	<u>131,709</u>
<b>Net income</b>		<b>(12,551)</b>	<b>-</b>	<b>(12,551)</b>	<b>(39,772)</b>	<b>-</b>	<b>(39,772)</b>
Total funds brought forward		42,056	-	42,056	81,828	-	81,828
<b>Total funds carried forward</b>		<u><b>29,505</b></u>	<u><b>-</b></u>	<u><b>29,505</b></u>	<u><b>42,056</b></u>	<u><b>-</b></u>	<u><b>42,056</b></u>

## Wood Lane Conservation Trust

### Balance Sheet As at 30 March 2024

	Notes	2024 £	2023 £
<b>Tangible fixed assets</b>	<b>7</b>	<u>-</u>	<u>-</u>
<b>Current assets</b>			
Debtors	<b>8</b>	46,537	53,966
Cash at bank and in hand		26,877	25,965
<b>Total current assets</b>		<u>73,414</u>	<u>79,931</u>
Creditors: amounts falling due within one year	<b>9</b>	(43,909)	(37,875)
<b>Net current assets</b>		<u>29,505</u>	<u>42,056</u>
<b>Total assets less current liabilities</b>		<b>29,505</b>	<b>42,056</b>
Creditors: amounts falling due after more than one year		-	-
<b>Total net assets</b>		<u><u>29,505</u></u>	<u><u>42,056</u></u>
<b>Represented by:</b>			
<b>Funds of the Charity</b>			
Unrestricted funds		29,505	42,056
Restricted income funds	<b>10</b>	-	-
<b>Total funds</b>	<b>11</b>	<u><u>29,505</u></u>	<u><u>42,056</u></u>

For the year ending 30 March 2024 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The director's acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to small companies' regime.

Approved by the board of directors on 28 March 2025.

Signed on behalf of the board by:

*Marilyn June Sanderson*

Marilyn Sanderson  
Director

## Wood Lane Conservation Trust

### Notes to the Accounts For the year to 30 March 2024

#### 1 Accounting Policies

##### a General

Wood Lane Conservation Trust is a charitable company in the United Kingdom limited by guarantee and has no share capital. In the event that the charity is wound up, the liability in respect of the guarantee is limited to £10 per member of the charity. The address of the registered office is given in the charity information on page 1 of these financial statements.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (second edition), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102) and with the Charities Act 2011. The financial statements have taken advantage of the exemption to prepare a Statement of Cash Flows.

Wood Lane Conservation Trust meets the definition of a public benefit entity under FRS 102. The financial statements are prepared under the historical cost convention. The financial statements are presented in sterling which is the functional currency of the charity and are rounded to the nearest £.

##### b Exemption from preparing group accounts

The company has taken advantage of the exemption in section 398 of the Companies Act 2006 from the requirement to prepare consolidated financial statements, on the grounds that it is a small sized group.

##### c Income

Income is recognised when the organisation has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the organisation has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income for multi or split financial year projects, as specified by the funder, has been recognised in that year. This may result in deferred income or income received in advance.

Income from rent, services or events is included in the year in which the service took place.

Investment income is included when receivable.

##### d Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

##### e Funds

Unrestricted funds are donations and other income receivable or generated for the objects of the organisation without further specified purpose and are available as general funds.

Restricted funds are to be used for specific purposes as laid down by the funder.

##### f Fixed Assets

Depreciation has been calculated to write down the cost or valuation, less estimated residual value, of all tangible fixed assets over their expected useful life, as follows:

Bar equipment	- straight line over 4 years
Other equipment	- straight line over 3 years

##### g Pension costs and other post-retirement

The organisation operates a defined contribution pension scheme. Contributions payable to the organisation's pension scheme are charged to the Statement of Financial Activities in the year to which they relate.

##### h Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

##### i Going concern

The financial statements have been prepared on a going concern basis, as the trustees consider that due to the resumed activities in the trading subsidiary, the current rental income and community use, and other plans, the charity can continue to operate for 12 months from the signing of the accounts, despite the debt recoverability issues as detailed in the trustee report.

Wood Lane Conservation Trust

Notes to the accounts (continued)  
For the year to 30 March 2024

2 Income from charitable activities

	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Unrestricted Funds £	Restricted Funds £	Total 2023 £
Sheffield Countryside Conservation Trust - Centre contribution	6,735	-	6,735	6,735	-	6,735
Sheffield City Council - rent right of way	8,695	-	8,695	6,000	-	6,000
Sheffield City Council - rent right of way - adjustment re previous years	5,390	-	5,390	6,000	-	6,000
Community use rents	10,530	-	10,530	11,628	-	11,628
	<b>31,350</b>	<b>-</b>	<b>31,350</b>	<b>30,363</b>	<b>-</b>	<b>30,363</b>

3 Income from other trading activities

	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Unrestricted Funds £	Restricted Funds £	Total 2023 £
Distributed trading profits from subsidiary	23,480	-	23,480	16,014	-	16,014
Reimbursed payroll costs from subsidiary	27,924	-	27,924	26,860	-	26,860
Rental income from subsidiary	14,400	-	14,400	18,700	-	18,700
	<b>65,804</b>	<b>-</b>	<b>65,804</b>	<b>61,574</b>	<b>-</b>	<b>61,574</b>

4 Expenditure on charitable activities

Note	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Unrestricted Funds £	Restricted Funds £	Total 2023 £	
<b>Staff costs</b>							
Staff salary and wages costs	5	69,429	-	69,429	60,343	-	60,343
Payroll and HR costs		460	-	460	1,668	-	1,668
<b>Other costs</b>							
Conservation project costs		-	-	38	-	38	
Insurance		5,493	-	5,493	4,966	-	4,966
Rates		2,093	-	2,093	1,872	-	1,872
Telephone		590	-	590	651	-	651
Utility costs		20,340	-	20,340	47,632	-	47,632
Building and grounds maintenance		7,050	-	7,050	4,814	-	4,814
Cleaning		2,390	-	2,390	8,769	-	8,769
Other costs		569	-	569	-	-	-
Legal and professional fees		450	-	450	198	-	198
Bad debts		-	-	-	-	-	-
Bank charges		7	-	7	44	-	44
Independent examination fees	6	834	-	834	714	-	714
		<b>109,705</b>	<b>-</b>	<b>109,705</b>	<b>131,709</b>	<b>-</b>	<b>131,709</b>

Notes to the accounts (continued)  
For the year to 30 March 2024

5 Staff costs, trustee remuneration and expenses and the cost of key management personnel

	2024	2023
	£	£
Salaries	68,054	59,025
Employer's National Insurance (net of employment allowance)	21	-
Employer's pension contribution	1,354	1,318
	<u>69,429</u>	<u>60,343</u>

No employee received emoluments of more than £50,000. The average monthly number of employees during the year was 4.0. (2023: 4).

The charity trustees were not paid or received any other benefits from employment with the Charity or its subsidiary in the year.

The following trustees received reimbursements via the trading subsidiary:

Trustee	Expense	2024	2023
		£	£
Frances Hill	Telephone contribution	-	10

No other trustees received reimbursed expenses during the year. No charity trustee received payment for professional or other services supplied to the charity.

The key management personnel of the charity comprise the trustees and the Managing Director. The total employee benefits of the key management personnel were £40,326 (2023: £40,054).

6 Other fees payable to Independent examiner's organisation

	2024	2023
	£	£
<b>Independent examination fees</b>	<u>834</u>	<u>714</u>
<b>Other fees payable to the independent examiner's organisation</b>		
Legal and professional fees - including software subscription, training and other services	-	120
	<u>-</u>	<u>120</u>

7 Tangible fixed assets

	Equipment	Total
	£	£
<b>Cost or Valuation</b>		
As at 31 March 2023	<u>6,542</u>	<u>6,542</u>
As at 30 March 2024	<u>6,542</u>	<u>6,542</u>
<b>Depreciation</b>		
As at 31 March 2023	6,542	6,542
Charge this year	-	-
As at 30 March 2024	<u>6,542</u>	<u>6,542</u>
<b>Net Book Value</b>		
<b>As at 30 March 2024</b>	<u>-</u>	<u>-</u>
As at 30 March 2023	<u>-</u>	<u>-</u>

## Wood Lane Conservation Trust

### Notes to the accounts (continued)

For the year to 30 March 2024

#### 8 Debtors

	2024	2023
Note	£	£
Trade debtors	42,323	38,548
Owed by trading subsidiary	4,214	15,418
	<u>46,537</u>	<u>53,966</u>

#### 9 Creditors: amounts falling due within one year

	2024	2023
Note	£	£
Trade creditors	42,017	36,717
Taxes and social security	-	160
Other creditors	344	284
Accruals	1,548	714
Owed to trading subsidiary	-	-
	<u>43,909</u>	<u>37,875</u>

#### 10 Restricted funds

There were no restricted funds during the year or in the previous year.

#### 11 Net asset by fund

	Total Unrestricted 2024 £	Total Unrestricted 2023 £
Net current assets	29,505	42,056
	<u>29,505</u>	<u>42,056</u>

#### 12 Related Party Transactions

There were no additional related party transactions, other than those in note 8.

**Notes to the accounts (continued)**  
**For the year to 30 March 2024**

**13 Operations of the trading subsidiary**

Wood Lane Countryside Centre Ltd is a company limited by guarantee (Company number 11264778). The company is a wholly owned trading subsidiary on the basis of control by common directors. The company was incorporated on 20 March 2018 and the trading activities of the charity were transferred to this company with effect from 1 April 2018. The company operates the weddings, commercial room rental and other events carried on at the Centre and pays all its profits to the charity under the gift aid scheme. The charity has taken the exemption to not prepare group accounts.

The summary of the financial performany of the subsidiary alone is:

	2024		2023	
	£	£	£	£
Turnover and other operating income		96,267		96,348
Cost of sales and administration costs		(30,463)		(34,774)
Reimbursed salary costs to the charity	<i>Note</i>	(27,924)		(26,860)
Rent charged by the charity	<i>Note</i>	(14,400)		(18,700)
Net profit/(loss)		<u>23,480</u>		<u>16,014</u>
Amount gift aided to the charity		(23,480)		(16,014)
Retained in subsidiary in the year		<u><u>-</u></u>		<u><u>-</u></u>

The assets and liabilities of the subsidiary as at the year end were:

Due from the charity		-		-
Other current assets		<u>51,276</u>		<u>66,480</u>
Current assets		51,276		66,480
Due to the charity		(4,214)		(15,418)
Other current liabilities		<u>(47,062)</u>		<u>(51,062)</u>
Current liabilities		(51,276)		(66,480)
Aggregate reserves		<u><u>-</u></u>		<u><u>-</u></u>

**WOOD LANE CONSERVATION TRUST**

England & Wales - Charity number 1177696

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# Accounts

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**Registered Charity Number: 1177696**  
**Company number: 10177172**

**Wood Lane Conservation Trust**

**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**

**For the year ended 30 March 2022**

**Wood Lane Conservation Trust**

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## **Wood Lane Conservation Trust**

### **Legal and administrative information for the year ended 30 March 2022**

#### **Directors**

Vicky Brammer (nee Walker)  
Frances Hill  
Arthur Hill  
Richard Ambler-Young  
Marilyn Sanderson

Chair  
Chair until April 2021

Appointed 6 April 2021

Resigned 20 January 2022

#### **Key management**

David Ambler-Young    Managing Director/Centre Manager

#### **Registered office**

Wood Lane Countryside Centre  
Wood Lane  
Stannington  
Sheffield  
S6 5HE

#### **Company Number**

10177172

#### **Charity number**

1177696

#### **Independent Examiner**

Sarah Lightfoot, FCA DChA  
On behalf of:  
VAS Community Accountancy  
The Circle  
33 Rockingham Lane  
Sheffield  
S1 4FW

## **Wood Lane Conservation Trust**

### **Directors' annual report For the year ended 30 March 2022**

The trustees are pleased to present their annual directors' report together with the financial statements of the charity for the year ending 30 March 2022 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and the charities Statement of Recommended Practice (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland; FRS 102) issued in October 2019.

### **Structure, governance and management**

Wood Lane Conservation Trust (WLCT) is a charitable company limited by guarantee, incorporated on 12 May 2016 and registered as a charity on 22 March 2018 after amendments to the Memorandum of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

Overall management of the charity is the responsibility of the trustees who are elected and co-opted under the terms of the constitution. Day to day management is delegated to the Managing director and carried out by paid staff.

Wood Lane Countryside Centre Ltd (WLCC) is a company limited by guarantee (Company number 11264778). The company is a wholly owned trading subsidiary on the basis of control by common directors. The company was incorporated on 20 March 2018 and the trading activities of the charity were transferred to this company with effect from 1 April 2018. The company operates the weddings, commercial room rental and other events carried on at the Centre and pays all its profits to the charity under the gift aid scheme.

### **Charitable Aims and objectives**

The objects of the Charity are to promote and advance, for the public benefit, the protection, improvement and conservation of Sheffield's physical and natural environment, so as to maintain a facility for physical and leisure-time activities, aimed at improving the health and well-being of the local community in particular, but not exclusively, by:

- Managing and maintaining Wood Lane Countryside Centre (a grade II listed former farm set on the edge of countryside in north-west Sheffield)
- Creating and effectively managing wildlife habitats, such as ancient woodlands, meadows and wetlands, for biodiversity, species protection and public access and enjoyment.
- Raising awareness in people of all ages and abilities of the importance of nature conservation and biodiversity.
- Providing practical nature conservation and traditional countryside skills training for adults and children of all ages and abilities, to enable them to become actively involved in nature conservation.
- Involving communities and schools in practical nature conservation projects

The charity rents rooms and space in the building to community groups. The trading subsidiary, Wood Lane Countryside Centre (Company number 11264778), operates the weddings, commercial room rental and other events carried on at the Centre and pays all its profits to the charity under the gift aid scheme.

## **Wood Lane Conservation Trust**

### **Directors' annual report (continued) For the year ended 30 March 2022**

Whilst planning their activities the trustees have had regard to the guidance issued by the Charity Commission on public benefit.

#### **Activities and achievements**

##### **Rental and community use of the Centre**

Sheffield Countryside Conservation Trust, North Sheffield Conservation Group and Sheffield City Council's Public Rights of Way Unit and our staff and volunteers have used the Centre 24/7 for office workshop space and storage.

Community use of Wood Lane continues with the centre being used for classes and activities including Pilates, art, yoga, fencing, wood turning, local conservation group and local recycling group.

In the trading subsidiary, use of the centre for wedding receptions and other events continues to provide us with support to pay for staff salaries, and to provide building and garden maintenance.

From late March 2020 the UK entered a period of social distancing and self-isolation in response to the Coronavirus pandemic, which had a profound effect on the practical functioning of the charity. In March 2020 Wood Lane had to close down for all community usage and room lettings and as a venue for weddings, parties and conferences in line with Government instructions on Covid 19. All users were notified but SCCT and the Councils Public Rights of Way Unit continued to use the Centre as their work base throughout all lockdowns and the rest of the year. WLCT carried out a risk assessment and wrote and sent out a Covid action plan to all users. Cleaning was halted and all staff put on full furlough receiving 80% of their salaries. From July 2020 when community centres were allowed to open, cleaning staff carried out a few hours of deep cleaning each week and were put on part-time furlough. A few months later other staff were put on part-time furlough but continued to work from home.

All wedding dates were put back to late 2020 and subsequently into 2021. Fortunately, only 5 weddings had cancelled and reimbursed. There continued to be no community or trading use of Wood Lane until mid- summer 2021. In Early July 2021 Wood Lane was able to restart trading after COVID rules had been relaxed. We can report that during 2021 /2022 all weddings went ahead with little or no change.

In the past year the relationship between our tenants, The Nature Box and WLCT has broken down. WLCT gave The Nature Box their notice to leave after several incidents at the Centre. The Nature Box contacted Sheffield City Council who rescinded the notice. This has caused WLCT to seek further advice regarding the council's lack of support for the Tenancy WLCT holds for the Centre. WLCT has told the Council that having The Nature Box at the Centre is now stopping us from being able to provide further educational visits for schools and much greater and needed support for the community.

## **Wood Lane Conservation Trust**

### **Directors' annual report (continued) For the year ended 30 March 2022**

#### **Conservation**

A self-employed gardener/ecologist was hired in December 2019 to manage the wildlife gardens at Wood Lane and helping to lead tasks within the grounds. It is working in partnership with WLCT to carry out environmental education at Wood Lane with children (and potentially adults) of all ages. In 2021 they helped work alongside the local college to bring students back to Wood Lane during 2021.

During Lockdown of early summer 2021, the Centre Manager managed to form a new partnership with a Beekeeper from Heeley City Farm. The Beekeeper have helped take on management of the bees and during the summer of 2021 have split the hives taking us to five colonies. Wood Lane and the Beekeepers hope to offer environmental education to schools and groups from spring 2022. Our apiary continues to thrive, by December 2021 we have managed to get back up to 5 hives. Having the honeybee hives has enabled us to promote bee keeping and use bee conservation as part our aims.

Due to the uncertainty of Covid/ Social Distancing and rising cases we held off obtaining funding to employ a Conservation Officer until we are confident the worst of the pandemic is behind us. In late July 2021 we met with another gardening company Called Willow & Worms after the (Current Gardener/ecologist) decided to leave. We are in the process of forming a partnership with Willow & Worms who are currently applying for Charity status. WLCT have employed them to carry out some conservation works in the grounds of Wood Lane and Vicky, the Chair, invited some young adults from the local college to come along and spend a day at the Centre. The College students are in their second year of Horticultural and Environmental Conservation Studies. The students spent a full day of doing practical works and the Feedback from the lecturer was that the students really enjoyed it and found it quite informative. The lecturer has now asked if we could provide a regular service to the college. This will be further discussed with the College, WLCT and Willow & Worms.

#### **Financial review**

This closure of Wood Lane has had a serious impact on the Trust's income stream. Community Groups returned to Wood Lane but on a minimal attendance to begin with. This had an impact on income from the community lettings. Income is confined to contributions from Sheffield Countryside Conservation Trust and Sheffield Council's Public Rights of Way Unit and The Nature Box. WLCC Trading income during 2021 started to pick up with the reopening of the Centre and the continuation of weddings.

In recognition of Wood Lane losing 90% of its income due to its closure through the pandemic, Sheffield City Council/ Government have awarded the Centre grants amounting to £69,409 since April 2021, including Hospitality sector grants. This financial help has been imperative in helping keep the Trust afloat.

The staff where possible have been furloughed up until the scheme ending in September 2021 unless they were needed at the Centre to carry out Wedding duties, cleaning, or Statutory checks. The staff were mostly furloughed at 80% until July 2021. In Mid July 2021 we made the decision to bring staff back to work part time. The Furlough scheme has been a lifeline for us and many other organisations.

## Wood Lane Conservation Trust

### Directors' annual report (continued) For the year ended 30 March 2022

The Tenancy at Will agreement, signed in September 2019 with Sheffield City Council, gave WLCT responsibility for funding and running Wood Lane Countryside Centre. This significantly increased WLCT's annual financial liabilities by circa £30,000, with utilities being recharged from September 2019. 20/21 was the first full year operating under the new Tenancy agreement but the pandemic and essential closure of the Centre has meant our income and expenditure streams have been far from normal. With all the future uncertainties it is impossible to judge the impact this extra expenditure will have on the Trust. No utilities recharge has been received for the 20-21 or 21-22 financial year, as detailed in the contingent liability note in the accounts (note 15).

The Trust's financial situation has been further aggravated by one Wood Lane tenant, Sheffield Countryside Conservation Trust (SCCT), refusing to make contributions to WLCT for 4 years, ignoring invoices and claiming financial difficulties. Their debt exceeds £35,000 and this has compounded our current cash flow problems. SCCT has begun paying the invoices by instalments, but it is unclear whether all the debt will be settled. The Trust will seek to legally recover the outstanding monies owed.

#### Future plans

Our plans for 2022/23 and beyond include:

- Develop new community events and activities
- Increase variety of community classes offered at Wood Lane
- Develop community resources such as a community café and farm type shop
- Grow the new partnership working with Willow & Worms to deliver Environmental education and Practical Skills at the Centre and on School premises (Subject to funding)
- Develop activities for elderly and isolated people to address loneliness
- Appoint a new conservation officer / Beekeeper (subject to funding)
- Further develop the Wildlife gardens including the pond area and nature trail
- Develop new composting system with Willow & Worms
- Start a new Partnership with a longstanding tenant of Wood Lane to help bring the community together
- Apply for funding for a new vehicle for WLCT
- Plan a Summer and Christmas fair with activities for children

**Wood Lane Conservation Trust**

**Directors' annual report (continued)  
For the year ended 30 March 2022**

**Reserves policy and going concern assessment**

The directors have determined that they require approximately 6 months running costs in reserves, to support a controlled closing down of operations. Including gross salaries (before the trading subsidiary contribution is taken into account), this is approximately £52,500.

The charity's free reserves as at 30 March 2022 were £81,828. This includes the potential bad debt of £35,000, and does not include any provision for 20-21 or 21-22 utility costs (discussed above in the financial review). The impact of writing off the bad debt and paying circa £60k for 2 years utilities costs would seriously strain the charities financial resources (although the utilities cost cannot be reliably estimated, so disclosed a contingent liability only). However, there are sufficient weddings booked in during 22-23 to generate sufficient cash to enable WLCT To keep operating.

Taking into account the year end free reserves, the Trustees consider WLCT will be able to continue to operate for 12 months from the signing of the accounts and the Trustees are hopeful that the charity can continue to build to a stable financial position.

**Small company provisions:**

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

The directors declare that they have approved the directors' annual report above on 05/1/23

Signed on behalf of the directors:

Print name:   
Director

VICKY BRAMMER

## Independent examiner's report to the directors of Wood Lane Conservation Trust ('the Company')

I report to the charity directors on my examination of the accounts of the Company for the year ended 30 March 2022.

### Responsibilities and basis of report

As the directors of the Company you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

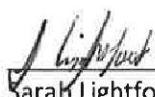
### Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to organisations preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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.

Signed:



Sarah Lightfoot, FCA DChA

Employee of:

VAS Community Accountancy

The Circle

33, Rockingham Lane

Sheffield

S1 4FW

Date:

26 January 2023

## Wood Lane Conservation Trust

### Statement of financial activities

(incorporating the income and expenditure account)

For the year to 30 March 2022

	Notes	Unrestricted funds £	Restricted funds £	Total 2022 £	Unrestricted funds £	Restricted funds £	Total 2021 £
<b>Income from:</b>							
Donations and grants	2	35,237	-	35,237	93,602	-	93,602
Charitable activities	3	15,720	-	15,720	8,830	-	8,830
Other trading activities	4	41,836	-	41,836	-	-	-
Other - insurance receipt		-	-	-	2,547	-	2,547
		<b>92,793</b>	<b>-</b>	<b>92,793</b>	<b>104,979</b>	<b>-</b>	<b>104,979</b>
<b>Expenditure on:</b>							
Charitable activities	5	84,596	-	84,596	77,483	-	77,483
		<b>84,596</b>	<b>-</b>	<b>84,596</b>	<b>77,483</b>	<b>-</b>	<b>77,483</b>
<b>Net income</b>		<b>8,197</b>	<b>-</b>	<b>8,197</b>	27,496	-	27,496
Total funds brought forward		73,631	-	73,631	46,135	-	46,135
<b>Total funds carried forward</b>		<b>81,828</b>	<b>-</b>	<b>81,828</b>	<b>73,631</b>	<b>-</b>	<b>73,631</b>

Wood Lane Conservation Trust

Balance Sheet  
As at 30 March 2022

	Notes	2022 £	2021 £
<b>Tangible fixed assets</b>	<b>8</b>	<u>-</u>	<u>-</u>
<b>Current assets</b>			
Debtors	<b>9</b>	57,104	48,151
Cash at bank and in hand		28,131	27,976
<b>Total current assets</b>		<u>85,235</u>	<u>76,127</u>
Creditors: amounts falling due within one year	<b>10</b>	(3,407)	(2,496)
<b>Net current assets</b>		<u><b>81,828</b></u>	<u><b>73,631</b></u>
<b>Total assets less current liabilities</b>		<b>81,828</b>	<b>73,631</b>
Creditors: amounts falling due after more than one year		-	-
<b>Total net assets</b>		<u><b>81,828</b></u>	<u><b>73,631</b></u>
<b>Represented by:</b>			
<b>Funds of the Charity</b>			
Unrestricted funds		81,828	73,631
Restricted income funds	<b>11</b>	-	-
<b>Total funds</b>	<b>12</b>	<u><b>81,828</b></u>	<u><b>73,631</b></u>

For the year ending 30 March 2022 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The director's acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to small companies' regime.

Approved by the board of directors on 25 JAN 23 and signed on behalf of the board by:

(print name):

  
\_\_\_\_\_  
Director

## Wood Lane Conservation Trust

### Notes to the Accounts For the year to 30 March 2022

#### 1 Accounting Policies

##### (a) General

Wood Lane Conservation Trust is a charitable company in the United Kingdom limited by guarantee and has no share capital. In the event that the charity is wound up, the liability in respect of the guarantee is limited to £10 per member of the charity. The address of the registered office is given in the charity information on page 1 of these financial statements.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (second edition), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102) and with the Charities Act 2011. The financial statements have taken advantage of the exemption to prepare a Statement of Cash Flows.

The organisation meets the definition of a public benefit entity under FRS 102.

##### (b) Income

Income is recognised when the organisation has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the organisation has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income for multi or split financial year projects, as specified by the funder, has been recognised in that year. This may result in deferred income or income received in advance.

Income from rent, services or events is included in the year in which the service took place.

Investment income is included when receivable.

##### (c) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

##### (d) Funds

Unrestricted funds are donations and other income receivable or generated for the objects of the organisation without further specified purpose and are available as general funds.

Restricted funds are to be used for specific purposes as laid down by the funder.

##### (e) Fixed Assets

Depreciation has been calculated to write down the cost or valuation, less estimated residual value, of all tangible fixed assets over their expected useful life, as follows:

Bar equipment	- straight line over 4 years
Other equipment	- straight line over 3 years

##### (f) Pension costs and other post-retirement

The organisation operates a defined contribution pension scheme. Contributions payable to the organisation's pension scheme are charged to the Statement of Financial Activities in the year to which they relate.

##### (g) Exemption from preparing group accounts

The company has taken advantage of the exemption in section 398 of the Companies Act 2006 from the requirement to prepare consolidated financial statements, on the grounds that it is a small sized group.

##### (h) Going concern

The financial statements have been prepared on a going concern basis, as the trustees consider that due to the resumed activities in the trading subsidiary, the current rental income and community use, and other plans, the charity can continue to operate for 12 months from the signing of the accounts, despite the debt recoverability issues as detailed in the trustee report.

Wood Lane Conservation Trust

Notes to the accounts (continued)  
For the year to 30 March 2022

2 Income from grants and donations

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Unrestricted Funds £	Restricted Funds £	Total 2021 £
Sheffield City Council - covid-19 business support grants	19,403	-	19,403	50,006	-	50,006
Coronavirus Job Retention Scheme	15,834	-	15,834	43,596	-	43,596
	<b>35,237</b>	<b>-</b>	<b>35,237</b>	<b>93,602</b>	<b>-</b>	<b>93,602</b>

3 Income from charitable activities

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Unrestricted Funds £	Restricted Funds £	Total 2021 £
Sheffield Countryside Conservation Trust - Centre contribution	6,735	-	6,735	6,735	-	6,735
Sheffield Countryside Conservation Trust - Centre contribution 19/20 adjustment	-	-	-	(6,600)	-	(6,600)
Sheffield City Council - rent right of way	-	-	-	8,695	-	8,695
Community use rents	8,985	-	8,985	-	-	-
	<b>15,720</b>	<b>-</b>	<b>15,720</b>	<b>8,830</b>	<b>-</b>	<b>8,830</b>

4 Income from other trading activities

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Unrestricted Funds £	Restricted Funds £	Total 2021 £
Distributed trading profits from subsidiary	17,416	-	17,416	-	-	-
Reimbursed payroll costs from subsidiary	13,920	-	13,920	-	-	-
Rental income from subsidiary	10,500	-	10,500	-	-	-
	<b>41,836</b>	<b>-</b>	<b>41,836</b>	<b>-</b>	<b>-</b>	<b>-</b>

5 Expenditure on charitable activities

Note	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Unrestricted Funds £	Restricted Funds £	Total 2021 £	
<b>Staff costs</b>							
Staff salary and wages costs	6	64,866	-	64,866	62,925	-	62,925
Training		-	-	-	-	-	-
Bookkeeping costs (self employed)		-	-	-	-	-	-
Payroll and HR costs		1,708	-	1,708	2,997	-	2,997
<b>Other costs</b>							
Conservation project costs		-	-	38	-	38	
Equipment		840	-	840	-	-	
Insurance		5,029	-	5,029	3,856	-	3,856
Rates		1,364	-	1,364	-	-	
Utility costs	15	-	-	-	-	-	
Building and grounds maintenance		6,807	-	6,807	4,729	-	4,729
Cleaning		4,917	-	4,917	365	-	365
Depreciation		-	-	765	-	765	
Other costs		467	-	467	495	-	495
Legal and professional fees		703	-	703	540	-	540
Bad debts		(2,840)	-	(2,840)	-	-	
Bank charges		111	-	111	113	-	113
Independent examination fees	7	624	-	624	660	-	660
		<b>84,596</b>	<b>-</b>	<b>84,596</b>	<b>77,483</b>	<b>-</b>	<b>77,483</b>

**Wood Lane Conservation Trust**

**Notes to the accounts (continued)  
For the year to 30 March 2022**

**6 Staff costs, trustee remuneration and expenses and the cost of key management personnel**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Salaries	62,424	61,097
Employer's National Insurance (net of employment allowance)	695	-
Employer's pension contribution	1,747	1,828
	<u><b>64,866</b></u>	<u><b>62,925</b></u>

No employee received emoluments of more than £50,000. The average monthly number of employees during the year was 3.5. (2021: 4).

The charity trustees were not paid or received any other benefits from employment with the Charity or its subsidiary in the year.

The following trustees received reimbursements via the trading subsidiary:

<b>Trustee</b>	<b>Expense</b>	<b>2022</b>	<b>2021</b>
		<b>£</b>	<b>£</b>
Frances Hill	Telephone contribution	120	120

No other trustees received reimbursed expenses during the year. No charity trustee received payment for professional or other services supplied to the charity.

The key management personnel of the charity comprise the trustees and the Managing Director. The total employee benefits of the key management personnel were £38,839 (2021: £26,402).

The Managing Director is married to a trustee. To avoid conflict of interest the trustee does not take part in discussions or decision making relating to staff remuneration.

**7 Other fees payable to Independent examiner's organisation**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
<b>Independent examination fees</b>	<u>624</u>	<u>660</u>
<b>Other fees payable to the independent examiner's organisation</b>		
Legal and professional fees - other professional services	270	-
Legal and professional fees - including software subscription, training and other services	180	360
Payroll administration	376	428
	<u><b>826</b></u>	<u><b>788</b></u>

**8 Tangible fixed assets**

	<b>Equipment</b>	<b>Total</b>
	<b>£</b>	<b>£</b>
<b>Cost or Valuation</b>		
As at 31 March 2021	<u>6,542</u>	<u>6,542</u>
As at 30 March 2022	<u>6,542</u>	<u>6,542</u>
<b>Depreciation</b>		
As at 31 March 2021	6,542	6,542
Charge this year	-	-
As at 30 March 2022	<u>6,542</u>	<u>6,542</u>
<b>Net Book Value</b>		
<b>As at 30 March 2022</b>	<u>-</u>	<u>-</u>
As at 30 March 2021	<u>-</u>	<u>-</u>

**Wood Lane Conservation Trust**

**Notes to the accounts (continued)  
For the year to 30 March 2022**

**9 Debtors**

	2022	2021
Note	£	£
Trade debtors	35,233	36,646
Other debtors	-	3,577
Owed by trading subsidiary	14 21,871	7,928
	<u>57,104</u>	<u>48,151</u>

**10 Creditors: amounts falling due within one year**

	2022	2021
Note	£	£
Trade creditors	56	1,119
Taxes and social security	2,173	-
Other creditors	284	357
Accruals	894	1,020
Owed to trading subsidiary	14 -	-
	<u>3,407</u>	<u>2,496</u>

**11 Restricted funds**

There were no restricted funds during the year or in the previous year.

**12 Net asset by fund**

	Total Unrestricted 2022	Total Unrestricted 2021
	£	£
Fixed assets	-	-
Net current assets	81,828	73,631
	<u>81,828</u>	<u>73,631</u>

**13 Related Party Transactions**

There were no additional related party transactions, other than those in note 8.

## Wood Lane Conservation Trust

### Notes to the accounts (continued) For the year to 30 March 2022

#### 14 Operations of the trading subsidiary

Wood Lane Countryside Centre Ltd is a company limited by guarantee (Company number 11264778). The company is a wholly owned trading subsidiary on the basis of control by common directors. The company was incorporated on 20 March 2018 and the trading activities of the charity were transferred to this company with effect from 1 April 2018. The company operates the weddings, commercial room rental and other events carried on at the Centre and pays all its profits to the charity under the gift aid scheme. The charity has taken the exemption to not prepare group accounts.

The summary of the financial performany of the subsidiary alone is:

	2022		2021	
	£	£	£	£
Turnover		72,153		506
Cost of sales and administration costs		(26,665)		(4,158)
Reimbursed salary costs to the charity	Note	(13,920)		-
Rent charged by the charity	Note	(10,500)		-
Net profit/(loss)		21,068		(3,652)
Amount gift aided to the charity		(17,416)		-
Retained in subsidiary in the year		3,652		(3,652)
The assets and liabilities of the subsidiary as at the year end were:				
Other current assets			31,886	
Current assets		62,199		31,886
Due to the charity	(21,871)		(7,928)	
Other current liabilities	(40,328)		(27,610)	
Current liabilities		(62,199)		(35,538)
Aggregate reserves/ (Total net liabilities)		-		(3,652)

#### Notes

The subsidiary was loss making in 20-21 due to covid-19 restrictions placed on its operations. The charity received Sheffield City Council support grants relating to the hospitality industry, on behalf of the subsidiary. As the charity is not permitted to support the subsidiary with a transfer of funds, the charity has retained all the grant funding, and continued to support the subsidiary with cash flow support.

All salaried staff are employed by the charity. The proportion of time each employee works for the subsidiary activities is calculated, and the gross payroll costs recharged to the subsidiary.

Rent is recharged from the charity to the subsidiary for the use of the buildings, in line with other organisation rental charges. Due to covid, no rent was recharged during 20-21.

The monies owed to the subsidiary from the charity initially arose on the separation of activities due to advanced deposits and payments for weddings being received.

#### 15 Contingent liability

As at the date of reporting, no notification of the utilities owed to Sheffield City Council for the financial year has been received, or for April 20 to March 21. The last bill to be received was for utility costs for September 2019 to March 2020, for £12,606.

As the amounts are unknown, a contingent liability exists.

**WOOD LANE CONSERVATION TRUST**

England & Wales - Charity number 1177696

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# Accounts

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**Registered Charity Number: 1177696**  
**Company number: 10177172**

**Wood Lane Conservation Trust**

**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**

**For the year ended 30 March 2021**

## **Wood Lane Conservation Trust**

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## **Wood Lane Conservation Trust**

### **Legal and administrative information for the year ended 30 March 2021**

#### **Directors**

Vicky Walker	Chair	Appointed 6 April 2021
Frances Hill	Chair until April 2021	
Arthur Hill		
Richard Ambler-Young		
Marilyn Sanderson		

#### **Key management**

David Ambler-Young	Managing Director/Centre Manager
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#### **Registered office**

Wood Lane Countryside Centre  
Wood Lane  
Stannington  
Sheffield  
S6 5HE

#### **Company Number**

10177172

#### **Charity number**

1177696

#### **Independent Examiner**

Sarah Lightfoot, FCA DChA  
On behalf of:  
VAS Community Accountancy  
The Circle  
33 Rockingham Lane  
Sheffield  
S1 4FW

## **Wood Lane Conservation Trust**

### **Directors' annual report For the year ended 30 March 2021**

The trustees are pleased to present their annual directors' report together with the financial statements of the charity for the year ending 30 March 2021 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and the charities Statement of Recommended Practice (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland; FRS 102) issued in October 2019.

#### **Structure, governance and management**

Wood Lane Conservation Trust (WLCT) is a charitable company limited by guarantee, incorporated on 12 May 2016 and registered as a charity on 22 March 2018 after amendments to the Memorandum of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

Overall management of the charity is the responsibility of the trustees who are elected and co-opted under the terms of the constitution. Day to day management is delegated to the Managing director and carried out by paid staff.

Wood Lane Countryside Centre Ltd (WLCC) is a company limited by guarantee (Company number 11264778). The company is a wholly owned trading subsidiary on the basis of control by common directors. The company was incorporated on 20 March 2018 and the trading activities of the charity were transferred to this company with effect from 1 April 2018. The company operates the weddings, commercial room rental and other events carried on at the Centre and pays all its profits to the charity under the gift aid scheme.

#### **Charitable Aims and objectives**

The objects of the Charity are to promote and advance, for the public benefit, the protection, improvement and conservation of Sheffield's physical and natural environment, so as to maintain a facility for physical and leisure-time activities, aimed at improving the health and well-being of the local community in particular, but not exclusively, by:

- Managing and maintaining Wood Lane Countryside Centre (a grade II listed former farm set on the edge of countryside in north-west Sheffield)
- Creating and effectively managing wildlife habitats, such as ancient woodlands, meadows and wetlands, for biodiversity, species protection and public access and enjoyment.
- Raising awareness in people of all ages and abilities of the importance of nature conservation and biodiversity.
- Providing practical nature conservation and traditional countryside skills training for adults and children of all ages and abilities, to enable them to become actively involved in nature conservation.
- Involving communities and schools in practical nature conservation projects

The charity rents rooms and space in the building to community groups. The trading subsidiary, Wood Lane Countryside Centre (Company number 11264778), operates the weddings, commercial room rental and other events carried on at the Centre and pays all its profits to the charity under the gift aid scheme.

## **Wood Lane Conservation Trust**

### **Directors' annual report (continued) For the year ended 30 March 2021**

Whilst planning their activities the trustees have had regard to the guidance issued by the Charity Commission on public benefit.

#### **Activities and achievements**

##### **Rental and community use of the Centre**

From late March 2020 the UK entered a period of social distancing and self-isolation in response to the Coronavirus pandemic, which had a profound effect on the practical functioning of the charity. In March 2020 Wood Lane had to close down for all community usage and room lettings and as a venue for weddings, parties and conferences in line with Government instructions on Covid 19. All users were notified but SCCT and the Councils Public Rights of Way Unit continued to use the Centre as their work base throughout all lockdowns and the rest of the year. WLCT carried out a risk assessment and wrote and sent out a Covid action plan to all users. Cleaning was halted and all staff put on full furlough receiving 80% of their salaries. From July 2020 when community centres were allowed to open, cleaning staff carried out a few hours of deep cleaning each week and were put-on part-time furlough. A few months later other staff were put-on part-time furlough but continued to work from home.

Nature Box Forest School has been able to continue working with its nursery children and home-schooling pupils throughout the Pandemic, in line with Government rules, using the outside space, but did not pay any financial contribution. Sheffield Countryside Conservation Trust and North Sheffield Conservation Group working with adults with learning difficulties and our staff and volunteers have used the Centre 24/7 for office workshop space and storage.

In total we have lost 16 Months hire from community users. The Centre Manager has been keeping in contact with them regularly and updating them with any news of the Centre reopening. In July 2021 all the community users contacted the Centre manager to say they would like to start making plans to come back to the Centre. Over a period of 4-6 weeks from July 2021 the community groups restarted using the Centre. Community use of Wood Lane continues with the centre being used for classes and activities including art, yoga, fencing, wood turning, local conservation group and local recycling group.

In the trading subsidiary, use of the centre for wedding receptions and other events continues to provide us with support to pay for staff salaries, and to provide building and garden maintenance. All wedding dates were put back to late 2020 and subsequently into 2021. Fortunately, only 5 weddings have cancelled and had to be reimbursed. There continued to be no community or trading use of Wood Lane throughout 2020/21 and it is anticipated that this will be the case until at least mid-summer 2021.

#### **Conservation**

A self-employed gardener/ecologist was hired in December 2019 to manage the wildlife gardens at Wood Lane and to link in with the Nature Box Forest School established in spring 2019 at Wood Lane to replace the original Forest School 'Timber Tots'. Nature Box has established a Forest School Nursery working with pre – school age children on various outdoor nature projects. It is working in partnership with WLCT to carry out environmental education at Wood Lane with children (and potentially adults) of all ages.

## **Wood Lane Conservation Trust**

### **Directors' annual report (continued) For the year ended 30 March 2021**

WLCT does not currently have a conservation officer but conservation work is carried out in the local area by our partner organisation North Sheffield Conservation Group, who are based at the centre. Fortnightly conservation tasks have continued to be carried out at weekends by their volunteers.

During Lockdown of early summer 2021, the Centre Manager managed to form a new partnership with a Beekeeper from Heeley City Farm. The Beekeeper have helped take on management of the bees and during the summer of 2021 have split the hives taking us to five colonies. Wood Lane and the Beekeepers hope to offer environmental education to schools and groups from spring 2022. Our apiary continues to thrive. Having the honey bee hives has enabled us to promote bee keeping and use bee conservation as part of our Nature Box Forest School sessions.

### **Financial review**

The closure of the centre due to the pandemic has had a serious impact on the Trust's normal income stream. Community Groups have not used the centre, so income is confined to contributions from Sheffield Countryside Conservation Trust and Sheffield Council's Public Rights of Way Unit. WLCC Trading surplus has dried up completely having a serious negative impact on WLCT's financial position.

In recognition of the centre losing 90% of its income due to its closure through the pandemic, Sheffield City Council/ Government have awarded the Centre grants amounting to £50,006 up to 31 March 2021, further grant aid has been received in the next financial year 21/22. This financial help is imperative in helping keep the Trust afloat.

The staff where possible were furloughed unless they were needed at the Centre to carry out Wedding duties, cleaning, or Statutory checks. The staff were mostly furloughed at 80% from the introduction of the scheme in April 2020 until July 2021. In Mid July 2021 we made the decision to bring staff back to work part time. The Furlough scheme has been a lifeline for us and many other organisations. All staff returned to work in October 2021 when the furlough scheme ended. Furlough income received under the Coronavirus Job Retention Scheme amounted to £43,596 during the financial year.

The Tenancy at Will agreement, signed in September 2019 with Sheffield City Council, gave WLCT responsibility for funding and running Wood Lane Countryside Centre. This significantly increased WLCT's annual financial liabilities by circa £30,000, with utilities being recharged from September 2019. 20/21 has been the first full year operating under the new Tenancy agreement but the pandemic and essential closure of the Centre has meant our income and expenditure streams have been far from normal. With all the future uncertainties it is impossible to judge the impact this extra expenditure will have on the Trust. No utilities recharge has been received for the 20-21 financial year, as detailed in the contingent liability note in the accounts (note 15).

The Trust's financial situation has been further aggravated by one Wood Lane tenant, Sheffield Countryside Conservation Trust (SCCT), refusing to make contributions to WLCT for 4 years, ignoring invoices and claiming financial difficulties. Their debt exceeds £31,000 and this has compounded our current cash flow problems. The Trust has, however, honoured its annual contribution in 20/21. The Trustees therefore remain hopeful that SCCT will settle at least some of their arrears.

## Wood Lane Conservation Trust

### Directors' annual report (continued) For the year ended 30 March 2021

#### Future plans

Our plans for 2021/22 and beyond include:-

- Develop new community events and activities
- Increase variety of community classes offered at Wood Lane
- Develop community resources such as a community café and farm type shop
- Continue negotiations with neighbouring school for use of the former Caretaker's bungalow to develop food growing project and environmental education projects with local schools, youth groups and the wider community
- Start a new partnership working with Willow & Worms to deliver Environmental education and Practical Skills at the Centre and on School premises (Subject to funding)
- Develop activities for elderly and isolated people to address loneliness
- Appoint a new conservation officer (subject to funding)
- Further develop the Wildlife gardens including the pond area
- Develop the new nature trail
- Develop new composting system
- Continue to develop partnership with Nature Box Forest School including installation of log cabin in grounds and new training initiatives working with Sheffield Hallam University

For the past year WLCT has been working in partnership with Nature Box, an organisation delivering forest school and environmental education activities at Wood Lane Countryside Centre to local young people and schools. The Nature Box have now approached the neighbouring School during WLCT's absence from the Centre during Lockdown and have potentially secured the Former care takers bungalow for themselves. The directors are saddened by this as so much work has gone into obtaining the Bungalow for the Centre's usage. However, once The Nature Box have vacated Wood Lane, WLCT will seek to utilise the space currently occupied by The Nature box and start its own various community children's groups.

Due to the uncertainty of Covid/ Social Distancing and rising cases we have held off obtaining funding to employ a Conservation Officer until we are confident the worst of the pandemic is behind us. In late July 2021 we met with another gardening company Called Willow & Worms after the current gardener/ecologist decided to leave. We are in the process of forming a partnership with Willow & Worms who are currently applying for Charity status. WLCT have hired them to carry out some conservation works in the grounds of Wood Lane and Vicky, the Chair, invited some young adults from the local college to come along and spend a day at the Centre. The College students are in their second year of Horticultural and Environmental Conservation Studies. The students spent a full day of doing practical works and the Feedback from the lecturer was that the students really enjoyed it and found it quite informative. The lecturer has now asked if we could provide a regular service to the college. This will be further discussed with the College, WLCT and Willow & Worms.

The Trustees are also examining how effectively the Trust is currently functioning and will consider whether a slightly different working model could help ensure its future viability and sustainability.

**Wood Lane Conservation Trust**

**Directors' annual report (continued)  
For the year ended 30 March 2021**

**Reserves policy and going concern assessment**

The directors have determined that they require approximately 6 months running costs in reserves, to support a controlled closing down of operations. Including gross salaries (before the trading subsidiary contribution is taken into account), this is approximately £52,500.

The charity's free reserves as at 30 March 2021 were £73,631.

Taking into account the year end free reserves, and the restarting of activities in WLCT and WLCC in summer 2021, the Trustees consider WLCT will be able to continue to operate for 12 months from the signing of the accounts and the Trustees are hopeful that the charity can continue to build to a stable financial position.

**Small company provisions:**

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

The directors declare that they have approved the directors' annual report above on 24/1/22

Signed on behalf of the directors:



Print name: V. WALKER  
Director

## Independent examiner's report to the directors of Wood Lane Conservation Trust ('the Company')

I report to the charity directors on my examination of the accounts of the Company for the year ended 30 March 2021.

### Responsibilities and basis of report

As the directors of the Company you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

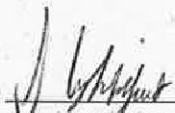
### Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to organisations preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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.

Signed:

  
Sarah Lightfoot, FCA DChA  
Employee of:  
VAS Community Accountancy  
The Circle  
33, Rockingham Lane  
Sheffield  
S1 4FW

Date:

27 January 2022

**Wood Lane Conservation Trust**

**Statement of financial activities**

(incorporating the income and expenditure account)

**For the year to 30 March 2021**

	Notes	Unrestricted funds £	Restricted funds £	Total 2021 £	Unrestricted funds £	Restricted funds £	Total 2020 £
<b>Income from:</b>							
Donations and grants	2	93,602	-	93,602	-	2,000	2,000
Charitable activities	3	8,830	-	8,830	41,846	-	41,846
Other trading activities	4	-	-	-	90,504	-	90,504
Other - insurance receipt		2,547	-	2,547	-	-	-
		<b>104,979</b>	<b>-</b>	<b>104,979</b>	<b>132,350</b>	<b>2,000</b>	<b>134,350</b>
<b>Expenditure on:</b>							
Charitable activities	5	77,483	-	77,483	125,430	2,000	127,430
		<b>77,483</b>	<b>-</b>	<b>77,483</b>	<b>125,430</b>	<b>2,000</b>	<b>127,430</b>
<b>Net income</b>		<b>27,496</b>	<b>-</b>	<b>27,496</b>	6,920	-	6,920
Total funds brought forward		46,135	-	46,135	39,215	-	39,215
<b>Total funds carried forward</b>		<b>73,631</b>	<b>-</b>	<b>73,631</b>	<b>46,135</b>	<b>-</b>	<b>46,135</b>

Wood Lane Conservation Trust

Balance Sheet  
As at 30 March 2021

	Notes	2021 £	2020 £
<b>Tangible fixed assets</b>	<b>8</b>	<u>-</u>	<u>765</u>
<b>Current assets</b>			
Debtors	<b>9</b>	48,151	47,558
Cash at bank and in hand		27,976	29,669
<b>Total current assets</b>		<u>76,127</u>	<u>77,227</u>
Creditors: amounts falling due within one year	<b>10</b>	(2,496)	(31,857)
<b>Net current assets</b>		<u><b>73,631</b></u>	<u><b>45,370</b></u>
<b>Total assets less current liabilities</b>		<b>73,631</b>	<b>46,135</b>
Creditors: amounts falling due after more than one year		-	-
<b>Total net assets</b>		<u><u><b>73,631</b></u></u>	<u><u><b>46,135</b></u></u>
<b>Represented by:</b>			
<b>Funds of the Charity</b>			
Unrestricted funds		73,631	39,215
Restricted income funds	<b>11</b>	-	-
<b>Total funds</b>	<b>12</b>	<u><u><b>73,631</b></u></u>	<u><u><b>39,215</b></u></u>

For the year ending 30 March 2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The director's acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to small companies' regime.

Approved by the board of directors on 24/1/22 and signed on behalf of the board by:

(print name): V. WALKER  
Director

## Wood Lane Conservation Trust

### Notes to the Accounts For the year to 30 March 2021

#### 1 Accounting Policies

##### (a) General

Wood Lane Conservation Trust is a charitable company in the United Kingdom limited by guarantee and has no share capital. In the event that the charity is wound up, the liability in respect of the guarantee is limited to £10 per member of the charity. The address of the registered office is given in the charity information on page 1 of these financial statements.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (second edition), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102) and with the Charities Act 2011. The financial statements have taken advantage of the exemption to prepare a Statement of Cash Flows.

The organisation meets the definition of a public benefit entity under FRS 102.

##### (b) Income

Income is recognised when the organisation has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the organisation has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income for multi or split financial year projects, as specified by the funder, has been recognised in that year. This may result in deferred income or income received in advance.

Income from rent, services or events is included in the year in which the service took place.

Investment income is included when receivable.

##### (c) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

##### (d) Funds

Unrestricted funds are donations and other income receivable or generated for the objects of the organisation without further specified purpose and are available as general funds.

Restricted funds are to be used for specific purposes as laid down by the funder.

##### (e) Fixed Assets

Depreciation has been calculated to write down the cost or valuation, less estimated residual value, of all tangible fixed assets over their expected useful life, as follows:

Bar equipment	- straight line over 4 years
Other equipment	- straight line over 3 years

##### (f) Pension costs and other post-retirement

The organisation operates a defined contribution pension scheme. Contributions payable to the organisation's pension scheme are charged to the Statement of Financial Activities in the year to which they relate.

##### (g) Exemption from preparing group accounts

The company has taken advantage of the exemption in section 398 of the Companies Act 2006 from the requirement to prepare consolidated financial statements, on the grounds that it is a small sized group.

##### (h) Going concern

The financial statements have been prepared on a going concern basis, as the trustees consider that due to the resumed activities in the trading subsidiary, the current rental income and community use, and other plans, the charity can continue to operate for 12 months from the signing of the accounts, despite the debt recoverability issues as detailed in the trustee report.

## Wood Lane Conservation Trust

### Notes to the accounts (continued) For the year to 30 March 2021

#### 2 Income from grants and donations

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Unrestricted Funds £	Restricted Funds £	Total 2020 £
Groundworks UK - One Stop - Carriers for Causes	-	-	-	-	2,000	2,000
Sheffield City Council - covid-19 business support grants	50,006	-	50,006	-	-	-
Coronavirus Job Retention Scheme	43,596	-	43,596	-	-	-
	<b>93,602</b>	<b>-</b>	<b>93,602</b>	<b>-</b>	<b>2,000</b>	<b>2,000</b>

#### 3 Income from charitable activities

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Unrestricted Funds £	Restricted Funds £	Total 2020 £
Sheffield Countryside Conservation Trust - Centre contribution	6,735	-	6,735	12,600	-	12,600
Sheffield Countryside Conservation Trust - Centre contribution 19/20 adjustment	(6,600)	-	(6,600)	-	-	-
Sheffield Countryside Conservation Trust - other reimbursements	-	-	-	1,323	-	1,323
Sheffield City Council - rent right of way	8,695	-	8,695	8,695	-	8,695
Community use rents	-	-	-	19,228	-	19,228
	<b>8,830</b>	<b>-</b>	<b>8,830</b>	<b>41,846</b>	<b>-</b>	<b>41,846</b>

#### 4 Income from other trading activities

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Unrestricted Funds £	Restricted Funds £	Total 2020 £
Distributed trading profits from subsidiary	-	-	-	31,347	-	31,347
Reimbursed payroll costs from subsidiary	-	-	-	38,157	-	38,157
Rental income from subsidiary	-	-	-	21,000	-	21,000
	<b>-</b>	<b>-</b>	<b>-</b>	<b>90,504</b>	<b>-</b>	<b>90,504</b>

#### 5 Expenditure on charitable activities

	Note	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Unrestricted Funds £	Restricted Funds £	Total 2020 £
<b>Staff costs</b>							
Staff salary and wages costs	6	62,925	-	62,925	89,245	-	89,245
Training		-	-	-	1,092	-	1,092
Bookkeeping costs (self employed)		-	-	-	163	-	163
Payroll and HR costs		2,997	-	2,997	3,042	-	3,042
<b>Other costs</b>							
Conservation project costs		38	-	38	1,569	-	1,569
Equipment		-	-	-	-	2,000	2,000
Insurance		3,856	-	3,856	3,608	-	3,608
Utility costs		1	-	1	12,606	-	12,606
Building and grounds maintenance		4,729	-	4,729	6,370	-	6,370
Cleaning		365	-	365	1,969	-	1,969
Depreciation		765	-	765	1,636	-	1,636
Other costs		495	-	495	-	-	-
Legal and professional fees		540	-	540	405	-	405
Bad debts		-	-	-	2,840	-	2,840
Bank charges		112	-	112	105	-	105
Independent examination fees	7	660	-	660	780	-	780
		<b>77,483</b>	<b>-</b>	<b>77,483</b>	<b>125,430</b>	<b>2,000</b>	<b>127,430</b>

## Wood Lane Conservation Trust

### Notes to the accounts (continued) For the year to 30 March 2021

#### 6 Staff costs, trustee remuneration and expenses and the cost of key management personnel

	2021	2020
	£	£
Salaries	61,097	83,778
Employer's National Insurance (net of employment allowance)	-	3,089
Employer's pension contribution	1,828	2,378
	<u>62,925</u>	<u>89,245</u>

No employee received emoluments of more than £50,000. The average monthly number of employees during the year was 4. (2020: 5).

The charity trustees were not paid or received any other benefits from employment with the Charity or its subsidiary in the year.

The following trustees received reimbursements via the trading subsidiary:

Trustee	Expense	2021	2020
		£	£
Marilyn Sanderson	Telephone contribution	-	90
Frances Hill	Telephone contribution	120	120

No other trustees received reimbursed expenses during the year. No charity trustee received payment for professional or other services supplied to the charity.

The key management personnel of the charity comprise the trustees and the Managing Director. The total employee benefits of the key management personnel were £26,402 (2020: £30,284).

The Managing Director is married to a trustee. To avoid conflict of interest the trustee does not take part in discussions or decision making relating to staff remuneration.

#### 7 Other fees payable to Independent examiner's organisation

	2021	2020
	£	£
<b>Independent examination fees</b>	<u>660</u>	<u>780</u>
<b>Other fees payable to the independent examiner's organisation</b>		
Legal and professional fees - including software subscription, training and other services	360	405
Payroll administration	428	470
	<u>428</u>	<u>875</u>

#### 8 Tangible fixed assets

	Equipment	Total
	£	£
<b>Cost or Valuation</b>		
As at 31 March 2020	6,542	6,542
As at 30 March 2021	<u>6,542</u>	<u>6,542</u>
<b>Depreciation</b>		
As at 31 March 2020	5,777	5,777
Charge this year	765	765
As at 30 March 2021	<u>6,542</u>	<u>6,542</u>
<b>Net Book Value</b>		
<b>As at 30 March 2021</b>	<u>-</u>	<u>-</u>
As at 30 March 2020	<u>765</u>	<u>765</u>

**Wood Lane Conservation Trust**

**Notes to the accounts (continued)  
For the year to 30 March 2021**

**9 Debtors**

	Note	2021 £	2020 £
Trade debtors		36,646	9,635
Other debtors		3,577	37,923
Owed by trading subsidiary	14	7,928	-
		<u>48,151</u>	<u>47,558</u>

**10 Creditors: amounts falling due within one year**

	Note	2021 £	2020 £
Trade creditors		1,119	12,876
Taxes and social security		-	905
Other creditors		357	418
Accruals		1,020	1,860
Owed to trading subsidiary	14	-	15,798
		<u>2,496</u>	<u>31,857</u>

**11 Restricted funds**

There were no restricted funds during the year.

*Prior year comparison*

	Brought forward £	Income £	Expenditure £	Carried forward £
<i>Forest school equipment</i>	-	2,000	(2,000)	-
	<u>-</u>	<u>2,000</u>	<u>(2,000)</u>	<u>-</u>

**Forest school equipment**

Grant received on behalf of Nature Box forest school for equipment.

**Wood Lane Conservation Trust**

**Notes to the accounts (continued)  
For the year to 30 March 2021**

**12 Net asset by fund**

	Total Unrestricted 2021 £	Total Unrestricted 2020 £
Fixed assets	-	765
Net current assets	73,631	45,370
	<u>73,631</u>	<u>46,135</u>

**13 Related Party Transactions**

There were no additional related party transactions, other than those in note 8.

#### 14 Operations of the trading subsidiary

Wood Lane Countryside Centre Ltd is a company limited by guarantee (Company number 11264778). The company is a wholly owned trading subsidiary on the basis of control by common directors. The company was incorporated on 20 March 2018 and the trading activities of the charity were transferred to this company with effect from 1 April 2018. The company operates the weddings, commercial room rental and other events carried on at the Centre and pays all its profits to the charity under the gift aid scheme. The charity has taken the exemption to not prepare group accounts.

The summary of the financial performany of the subsidiary alone is:

	2021		2020	
	£	£	£	£
Turnover		506		130,503
Cost of sales and administration costs		(4,158)		(39,999)
Reimbursed salary costs to the charity	Note	-		(38,157)
Rent charged by the charity	Note	-		(21,000)
Net profit/(loss)		(3,652)		31,347
Amount gift aided to the charity		-		(31,347)
Retained in subsidiary		(3,652)		-
The assets and liabilities of the subsidiary as at the year end were:				
Due from charity	Note	-	15,798	
Other current assets		31,886	18,281	
Current assets		31,886		34,079
Due to charity		(7,928)		
Other current liabilities		(27,610)	(34,079)	
Current liabilities		(35,538)		(34,079)
Total net liabilities/Aggregate reserves		(3,652)		-

#### Notes

The subsidiary was loss making in the year due to covid-19 restrictions placed on its operations. The charity received Sheffield City Council support grants relating to the hospitality industry, on behalf of the subsidiary. As the charity is not permitted to support the subsidiary with a transfer of funds, the charity has retained all the grant funding, but will continue to support the subsidiary with cash flow support until such time as its operations are profitable, which is anticipated to be in the 21/22 financial year.

All salaried staff are employed by the charity. The proportion of time each employee works for the subsidiary activities is calculated, and the gross payroll costs recharged to the subsidiary. This year all staff were furloughed, and all costs incurred within the charity.

Rent is recharged from the charity to the subsidiary for the use of the buildings, in line with other organisation rental charges. Due to covid, no rent was recharged during the year.

The monies owed to the subsidiary from the charity initially arose on the separation of activities due to advanced deposits and payments for weddings being received.

#### 15 Contingent liability

As at the date of reporting, no notification of the utilities owed to Sheffield City Council for the financial year has been received. Last year, £12,606 was recharged from September 2019 to March 2020.

As the amounts are unknown, a contingent liability exists.