

FRIENDS OF REDE COMMON

England & Wales · Charity number 1187332

Details

Status Registered

Legal form CIO

Registered 2020-01-13

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

Contact

Address 1 Warren Wood Road
Rochester
Kent
ME1 2UB

Phone 07888686242

Email redecommon@gmail.com

Website redecommon.org.uk

Activities

Objects: THE OBJECTS OF THE CIO ARE:A) THE PRESERVATION, PROTECTION AND IMPROVEMENT OF REDE COMMON (HEREAFTER REFERRED TO AS 'THE COMMON') AS A PLACE OF ECOLOGICAL INTEREST AND BEAUTY.B) TO PROMOTE THE CONSERVATION OF THE NATURAL PLANT AND ANIMAL LIFE OF THE COMMON.C) TO ADVANCE THE EDUCATION OF THE PUBLIC IN THE SUBJECTS OF THE BIODIVERSITY, HABITATS, AND FLORA AND FAUNA OF AREAS OF THE COMMON AND BY CONDUCTING RESEARCH INTO THOSE SUBJECTS.

Activities: We organise work days to maintain and improve the nature reserve, check the site regularly for issues and monitor wildlife. We also hold events on site, fund raise and carry out projects, ensure the upkeep of the site, and promote our activities in the local area and online.

Classification

- **How:** Other Charitable Activities
- **What:** Environment/conservation/heritage
- **Who:** Other Defined Groups

Geography

- Medway

Finances

Period end	Income	Expenditure	Assets	Employees
2024-09-30	£11,764	£681	-	-
2023-09-30	£209	£792	-	-
2022-09-30	£3,000	£937	-	-
2021-09-30	£1,140	£776	-	-
2020-09-30	£1,287	£2,751	-	-

Trustees

Name	Role	Appointed
Robert Heathfield	Chair	2020-01-13
JASON TILLMAN		2020-01-13
John Whittaker		2020-10-17
Matthew Harrison		2024-03-16
Pam Martin		2020-01-13

FRIENDS OF REDE COMMON

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Chairs Report Rede Common AGM 2024

This year has been a hard year with another long-term member, Peter Guest sadly passing away. However, the work on the common continues for us. With the volunteers still putting in much hard work and hours to maintain the site.

We were hoping that with new people in their posts at Medway Council, that the common would have been given the attention it needed, as the last couple of years the support we have received has begun to slip. Also, in some places the common management plan hasn't been fulfilled and sometimes the committee has had to chase the Medway Council and Medway Norse to finish tasks which should have been done. This will be covered further in the Site Report.

With this in mind we have focused also on promoting the site. We managed to put on the Easter event which attracted more members of the public than before. This event is our main event to attract the local population to show them the beauty of the site and hopefully to get some to volunteers as we need new blood to carry on the work that we do.

The other major achievement of the volunteers is securing a National Lottery bid for a disabled entrance onto the common. This work has and hopefully before next year this entrance will be completed and allow disabled people to access the site. With this completed, we will need to look at the pathways and other entrances to allow access to all parts of the common and not just on one area.

Looking forward towards the next year we require three basic points going forward:

1. get more volunteers and maintain them for the future.
2. improve access and pathways to the common on all sides.

3. Maintain relationships with Medway Council and Medway Norse.

This coming year may be difficult with Medway Council under a more restricted financial strain. We need to be more creative on where we gain funds for future projects.

I like to thank all the Friends of Rede Common volunteers for all their hard work and dedication for the last year. Speaking to locals regularly, I know the work they put in is appreciated by the public.

So going into next year I hope as a group we can encourage more people to volunteer and to show the council that this common is a valuable asset as a Local Nature Reserve Site, not only for the diverse nature but also for the physical and mental health benefits it brings for the future generations of Medway.



Finance Report Rede Common AGM 2024

Excluding the cost of the project to install disabled access.

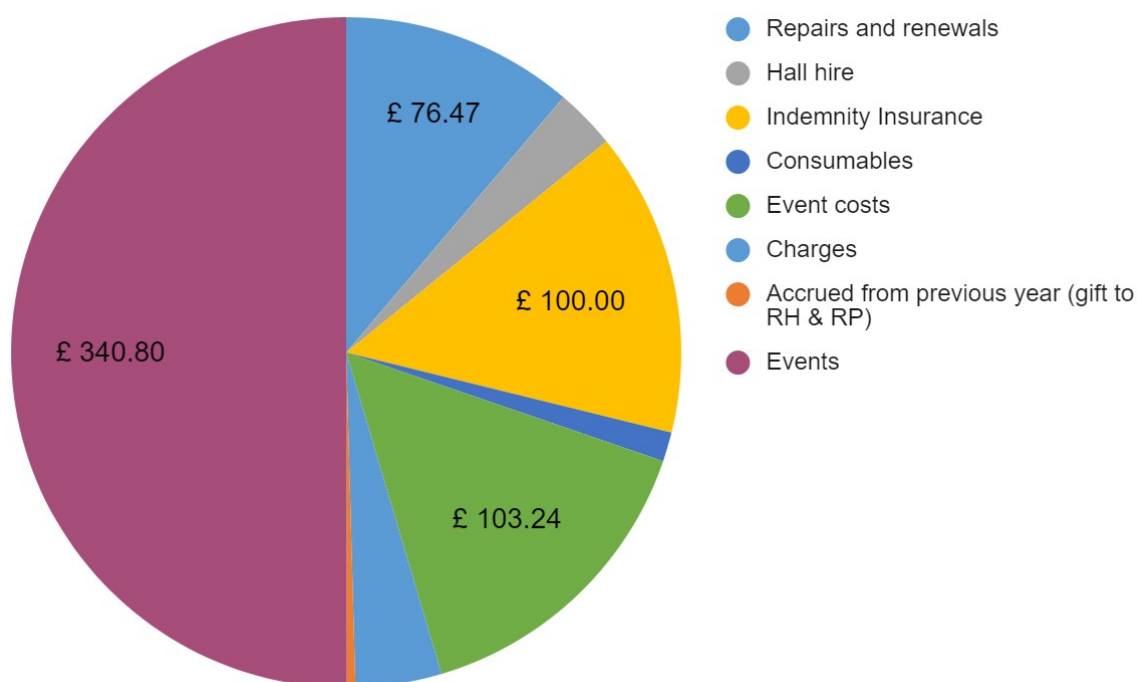
Most money went towards the flora and fauna training events at £340.80

Running the Easter event was relatively cheap this year at just over £100.

Our other discretionary costs relate to running the charity and total £230.

Keeping these costs low allow us to continue running the charity on a sustainable basis.

Kent Community Fund has now been exhausted and we must begin to gather the evidence needed for the Foundation.



We had only three events this year.

Easter Eggstravaganza.

- Keeping costs low this year allowed donations towards its success make it profitable. With donations we made just over £100 for this event.
- It is vital that we focus on increasing draw to the event rather than relying on donations. Numbers remain modest for this event.

Tree Identification.

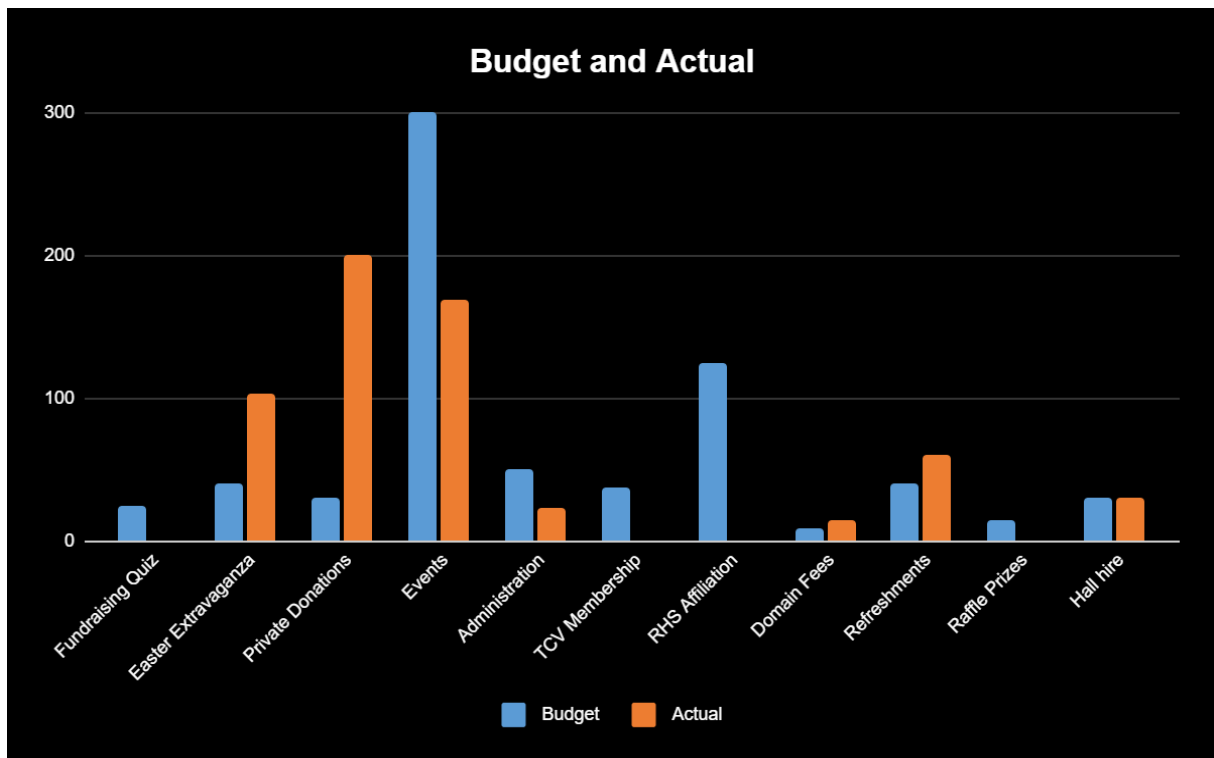
- This event drew praise from attendees however numbers were small. Repeating events such as this will rely on better attendance to make it worth the cost.

Flora Identification.

- As with Tree Identification, while this drew praise only a few attended the event.

For future events it may be beneficial to liaise with other organisations, such as agricultural colleges, to increase attendance.

The two events each cost just over £150. I would hope for 15 or more people attending, even if we do not charge them, to make this sustainable.



As can be seen, we continue to struggle to accurately estimate costs, although this is an improvement on the previous year.

RHS and the fundraising quiz have now been removed from the budget as they have not been renewed for the next year.

Our projected income for next year is just over £500, not including any grants

We have definite costs of £9, probably costs of £100 and possible costs of £350 including costs for the container, however this is met by KCF grant so only £50 will be used of our money

We have a projected bank balance of £14,300 by the end of next year.

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Secretaries Report Rede Common AGM 2023

Administration of Friends of Rede Common is going well. We are familiar with the Trustees Annual report that is submitted to the Charities Commission and reporting on finances is well understood by trustees. Three policies have been updated this year. Another set of policies will be checked and updated in the coming year.

This year the Charities Commission changed their website, and I am down as the “Charity Contact”. From within the website, I sent out invitations to the other trustees so they could go in with their own passwords. Trustees will need to access the portal to Submit annual returns, change the charities name or contact details, edit the financial reporting periods, view details of this charity on the public register and download our registration certificate which we can use as proof of existence. There is a form to submit requests to the commission to change the governing document known as the Friends of Rede Common constitution. Only one person can be the charity contact. This person becomes the administrator of the website and manages other users on it.

With the help of the NCVO contacting us about funding we have been able to secure a grant from the Kent Community Foundation. We are now halfway through spending this on workdays, planning permission and general administrative costs. The funding end date is June 2025. Towards the end we will need to report back on the impact that these funds have had on our work.

PROMOTIONAL

We continue to inform the public of our activities on the nature reserve through website, social media, onsite noticeboards and at events. The sign for the common that had been in the container for several months is now in the ground at the top of the driveway onto the common. We had a flyer designed to promote our activities and this was posted through all doors in the

surrounding area. As planned at our last AGM we now have a template in use for noticeboard content which makes informing the public on our activities a lot easier.

The Google account remains a single private account despite eligibility for additional free accounts due to our status as a charity. This works best of us due to our small size. This account is multifactor authenticated to the Secretary and Treasurer. Finance, policies, member's personal details, planning applications and other documents do not exceed our Google Drive storage so there is no cost to Friends of Rede Common from using Google's services. The Chair keeps a copy of the passwords as an added protection against access issues and in case of any loss of data due to technical issues with Google, or data loss due to a user error. To comply with the data protection act a copy of all files is backed up occasionally to an encrypted memory stick.

Costs started to increase in the spring for our website and the ability for us to renew our security certificate at zero expense ceased. A hosting company called Brixly provided free website hosting and SSL encryption to charities and so I shifted our domain name and WordPress website over to them and renewed everything for another 12 months. They will now renew our security certificate for free. This renewal was not automatic and so it is important that Trustees watch out for notifications and ensure that domain name is renewed and does not expire.

Friends of Rede Common website continues to rank high on Google search results. It contains our latest news, articles about the common, details on the group, information on how to become a member and official documents such as our constitution and policies.

FoRC continues to have an account on X (formally Twitter) but the future of this platform remains uncertain. With low visits and few followers, the committee may wish to decide if there is significant merit in remaining on this platform.

VOLUNTEERS

Last year it was noted that there had been a reduction in new volunteers joining. A drive to increase awareness of our charity was also one of the main

aims of the business plan. This year a flyer has been circulated to local residents. Individuals saw our adverts far and wide leading up to the summer Open Day. Continued efforts have been on social media where I have placed posts on Facebook and X to encourage people to volunteer. I submitted a free advertisement to The NET. On the Medway Volunteer Centre website, I have submitted our details to V-base, the national volunteering database. I have also re-launched our advert with MVA. An editor from Rochester Community Ad magazine got in touch with me and I had an advert about us placed in their free magazine to drum up awareness and interest.

I looked at our members list before this meeting and am pleased to say that we have increased to 55 individuals on our mailing list. I am confident that this list is accurate as during coronavirus I contacted everyone and took off people that couldn't be reached. We do need a better system of adding members though as sometimes badly filled out forms can't be read so email addresses can't be added and on other occasions, people have attended a workday and left without providing any contact information!

Our members list contains three groups of members. These are supporters who may attend events, workday volunteers and committee members. Committee members are encouraged to become trustees.

I try and contact our members on a semi-regular basis to update them on our activities and to invite them to our meetups on the common. Please tell your friends and family about our charity as there could be others who may wish to join us and help out. We are actively seeking more volunteers and committee members.

I thank all those who take their time to attend and help us with tasks onsite.

Jason Tillman
Trustee Secretary



Treasurers Report 2022-2023

Financial performance in the last year

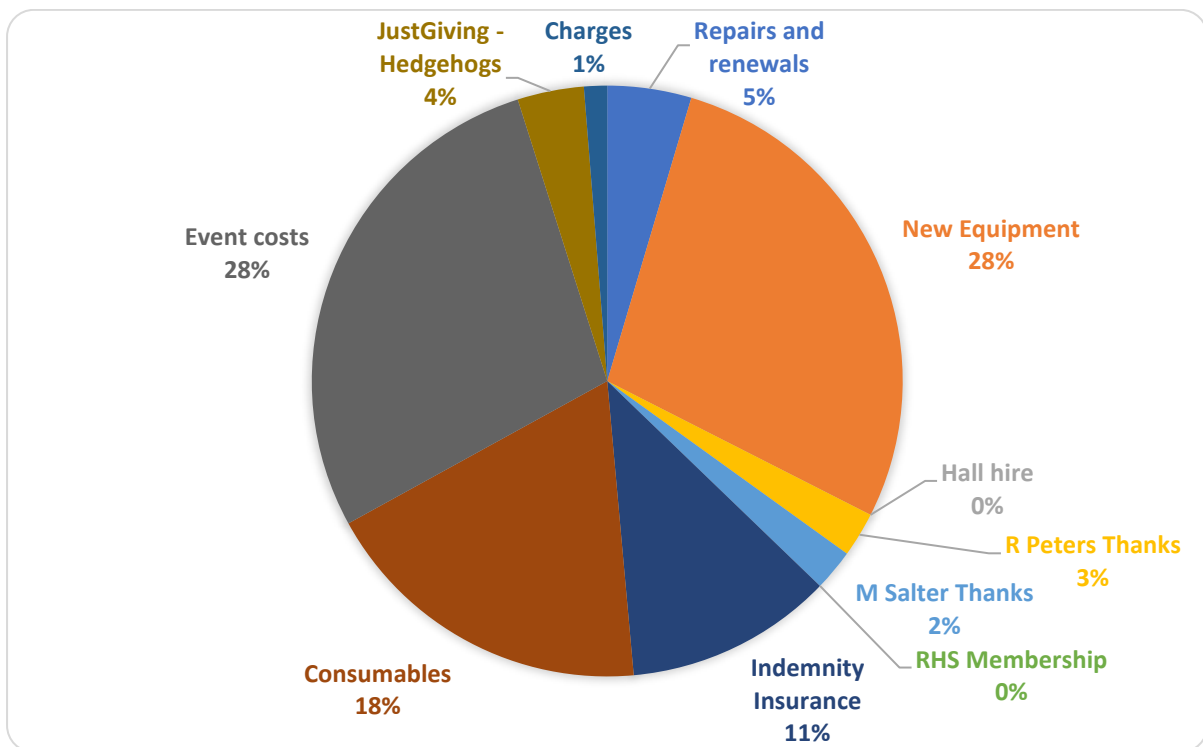
1st October 2022 to 31st September 2023					
<u>Income</u>			<u>Outgoing</u>		
2022					
			1-Sep	Transfer Fee	£10.00
2023					
			25-Jan	Printer Consumables	£139.90
			25-Jan	Easter Event	£125.00
			27-Jan	Insurance	£90.00
			14-Mar	Easter Event	£2.00
28-Apr	P White stall payment	£5.00	3-Apr	Renewal	£6.94
			3-Apr	Renewal	£11.44
			4-Apr	Easter Event	£3.78
			4-Apr	Easter Event	£10.50
			6-Apr	New Equipment	£73.78
			11-Apr	Easter Event	£1.40
			11-Apr	Easter Event	£8.40
			19-Apr	New Equipment	£147.00
19-May	Cash Deposit	£99.00	31-May	Easter Event	£20.00
13-Jun	Broomhill stall payment	£5.00	6-Jun	Renewal	£18.00
			12-Jun	Easter Event	£40.00
			13-Jun	Easter Event	£1.40
			4-Jul	Easter Event	£10.00
			18-Jul	Just giving - Hedgehog	£28.80
			25-Aug	Workday	£6.00
29-Sep	Charity Aid Foundation	£100.00	21-Sep	Thankyou Cards	£8.88
			26-Sep	Robert Dyas	£13.49
			26-Sep	Snappy Snaps	£14.99

The previous year had little activity due to our focus on maintaining the completed paths and completing the transition to a new bank account.

We have now completed the transition to Metro Bank and have linked PayPal, allowing us to receive donations online also.



The majority of our costs in the year, low though they were, related to our two events.



Each event has a base cost centred around refreshment and entertainment for attendees. If we wish a profit to be generated by events, it was recommended that we restrict ourselves to one annual event. Since the easter event generates the greatest contribution, we will focus there. This recommendation was accepted by the committee.

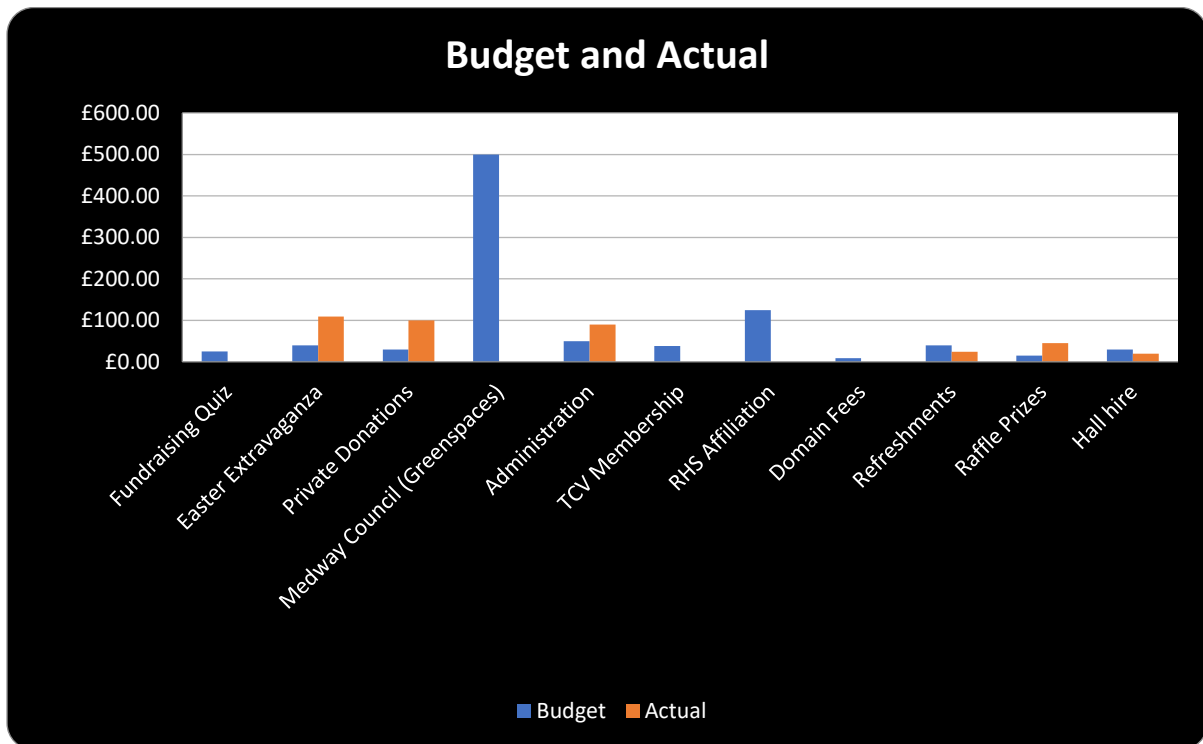
We have also terminated the RHS membership we were not using its benefits and insurance is provided separately, and bank charges should be nil in the future now we have moved to Metro bank.

Another note is that this year there was no monies provided by the council who, instead, provided portaloos for our Open Day. Cash was offered in April but was not requested in this period due to the large cash reserves we have.

Our reserves are still high, but care must be taken that we stay within our budget in the future.



One issue which has been highlighted this year is the large variances between what we actually spent and our set budget.



It is my recommendation that we have a separate meeting to discuss what money we intend to spend as past performance is no guide to future expenditure.

Regarding our ring-fenced monies. The ward funds provided by J liles have now been exhausted as monies were used on our consumables.

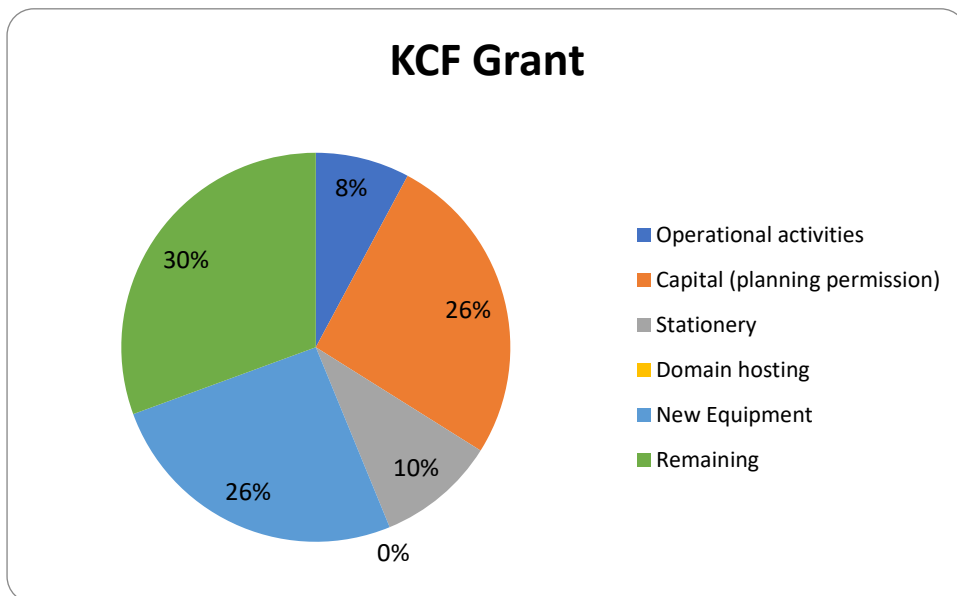


KCF has 351.73 remaining, after accounting for the future expense of £300 which is the planning permission for the container remaining on-site. If this expense does not arise, we must ensure this money is spent responsibly.

Money has been spent, proportionally, on new equipment most of all, followed closely by the capital expenditure, which is the ring-fenced planning permission for the container remaining on site.

Operational activities are, for the most part, work-day expenses with a few replacement costs included. It is my recommendation that we try, where possible, to focus on replacing old equipment with remaining funds to maximise the impact of the grant.

We have 23 months remaining to exhaust this fund. So far, we are on track to exhaust this fund before the next AGM



Our cash position is now as follows:

- Bank opening balance £3,123.93
- Bank Closing balance £2,541.23
- Cash opening balance £0
- Cash closing balance £206.28

Cash will be held as a float for future events.

FRIENDS OF REDE COMMON

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Trustees' Annual Report for the period

From Period start date 01/10/2021

To Period end date 30/09/2022

Charity name: FRIENDS OF REDE COMMON

Charity registration number: 1187332

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The objects of the CIO are: a) The preservation, protection, and improvement of Rede Common (hereafter referred to as 'the common') as a place of ecological interest and beauty. b) to promote the conservation of the natural plant and animal life of the common c) to advance the education of the public in the subjects of the biodiversity, habitats, and flora of areas of the common and by conducting research into those subjects.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Taking part in workdays on site. Reporting issues, maintenance Undertaking repairs and maintenance. Organising, and delivering special events Attending other special events. Promoting our activities. Working on long term vision. Promoting completed projects. Advertising for volunteers. Undertaking funding applications.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Every trustee has been given the guidance document as to what is expected as a trustee.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making.	Para 1.38	
Policy on social investment including program related investment.	Para 1.38	
Contribution made by volunteers.	Para 1.38	Volunteers have made significant contribution to the charities objectives this year. This includes two hours a month meeting up to do work on site. Regular trustee meetings. Regular MUGS/Council meetings. Several hours a week administration at homes. Several hours a week volunteers monitoring the site.
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society.	Para 1.20	Activities on site to meet the management plan. Dropped kerb to increase accessibility. Promotion of the site online to residents. Promotion of site at events to residents Provision of greenspace to residents. Feeding, observing, and documenting wildlife. New type 1 pathway from the hard standing to Columbine Close entrance.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set.	Para 1.41	
Performance of fundraising activities against objectives set.	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	£3,124
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Trustees retain no more than £500 of funds to meet the core needs of the charity. Amounts more than that are held for specific projects.
Amount of reserves held	Para 1.22	£820
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Donations from members. Ward funding from local councillors. Funding bid placed by trustee. Donations from the public at events.
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	Fly tipping and trespassing near the container has been upsetting for volunteers. There is an ongoing concern that the site could be sold off at some point for revenue sources for Medway Council. Relations between the charity and Medway Council and/or Medway Norse could deteriorate.

Other		
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Structure, Governance and Management

Description of charity's trusts:		We do not have any trusts
Type of governing document (trust deed, royal charter)	Para 1.25	Charitable Incorporated Organisation
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Vote of the board of trustees at the AGM.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Trustees seek to adopt and induct from the existing pool of members that help on the common. Friends of Rede Common always ensure that there is a minimum of chair, secretary and treasurer in post.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	Trustees make up an overwhelming majority of the committee at meetings. Friends of Rede Common is not part of a wider network but it does share good practice with similar groups.
Relationship with any related parties	Para 1.51	Friends of Rede Common has a close relationship with the Greenspace team at Medway Council and with contractors Medway Norse. Friends of Rede Common also attends the MUGS Forum.
Other		The board of trustees also has a post which consists of a member's representative who liaises with the wider membership.

Reference and Administrative details

Charity name	FRIENDS OF REDE COMMON
Other name the charity uses	
Registered charity number	1187332
Charity's principal address	Rede Common Nature Reserve Thurston Drive ME2 2LY

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Robert Peters		N/A	The board of trustees
2	Margaret Salter	Treasurer	N/A	The board of trustees

	3	Pam Martin		N/A	The board of trustees
	4	Robert Heathfield	Chair	N/A	The board of trustees
	5	Jason Tillman	Secretary	N/A	The board of trustees
	6	John Whittaker	Vice Treasurer	N/A	The board of trustees
	7				
	8				
	9				
	10				
	11				
	12				
	13				
	14				
	15				
	16				
	17				
	18				
	19				
	20				

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

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

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

Additional information (optional)

Names and addresses of advisers (Optional information)

	Type of adviser	Name	Address
	Name of chief executive or names of senior staff members (Optional information)		

Exemptions from disclosure


Reason for non-disclosure of key personnel details

Other optional information

Declarations

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

Signed on behalf of the charity's trustees

	Signature(s)		
	Full name(s)	Robert John Heathfield	Jason Colin Tillman
	Position (eg Secretary, Chair, etc)	Chair	Secretary
	Date	14/05/2023	

1st October 2021 to 31st September 2022			
<u>Income</u>		<u>Outgoing</u>	
2021			
17/12	Medway Council	£500.00	11-Oct B&Q £43.29
			16-Oct R Heathfield £2.56
			23-Oct St Nicholas Church £20.00
			15-Nov Poundland £1.00
22/12	Medway Council	£500.00	18-Dec St Nicholas Church £20.00
2022			
			04-Jan B&Q £15.00
			08-Jan Charges £5.00
			21-Jan RHS London £35.00
			07-Feb CHQ 100476 £500.00
			08-Feb Charges £5.00
			11-Mar Charges £5.40
			17-Mar Aon £90.00
			21-Mar Arun Enterprise £12.95
			28-Mar SP Wholes £22.61
			28-Mar Catridgeworld £37.90
11/4	KCF	£1,150.00	08-Apr Charges £5.00
4/4	Medway Council	£320.00	08-May Charges £5.00
			30-May WHSmith £19.98
			06-Jun R Hunt £22.20
8/6	Medway Council	£500.00	06-Jun Expense claim 009 £4.12
			08-Jun Charges £5.00
			20-Jun Co-op Petrol £6.50
			09-Jul Charges £5.00
2/8	CHQ 404344	£30.00	08-Aug Charges £5.00
			31-Aug Expenses 10-12 £38.05
			08-Aug Charges £5.80

Opening Balance	1061.28
Income	£3,000.00
Outgoings	£937.36
Closing Balance	3123.92

We have received £30 in private donation
 We have received £1,320 from the council
 We have received £1,150 from grants
 Expenses for the charity were split

KCF Grant	£1,150.00
Operational activities	£ 90.00
Capital (planning permission	£ -
Stationery	£ 77.33
Domain hosting	£ 9.54
Remaining	973.13

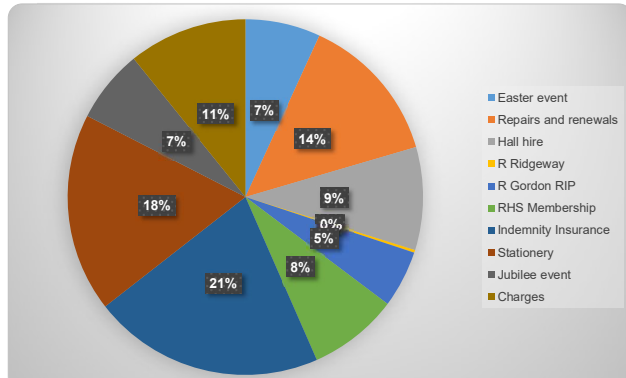
Easter event	£ 29.29	7%
Repairs and renewals	£ 58.29	13%
Hall hire	£ 40.00	9%
R Ridgeway	£ 1.00	0%
RHS Membership	£ 35.00	8%
Indemnity Insurance	£ 90.00	21%
Stationery	£ 77.33	18%
Jubilee event	£ 28.51	7%
Charges	£ 46.20	11%

Ward funds	£ 320.00
Repairs and renewals	£ 58.29
Remaining	£ 261.71

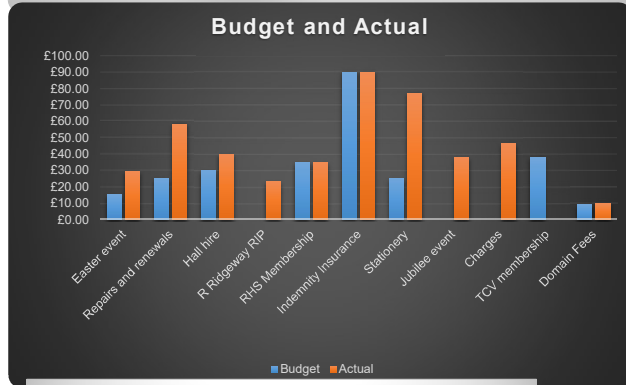
Notes £500 was paid in error by the council; re-imbursed through CHQ 100476

85% Remaining of the KCF grant thus far. However, £300 of this is ring-fenced for the planning permission in 2025 for the container
 59% remains if that money is subtracted

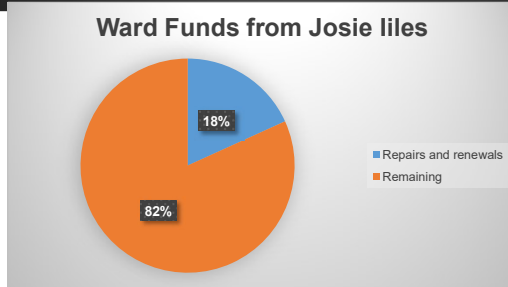
Income	£2,500.00	Expenses	£	437.36	
Council	£1,320.00	Easter event	£	29.29	6.70%
Donations	£30.00	Repairs and renewals	£	58.29	13.33%
Grants	£1,150.00	Hall hire	£	40.00	9.15%
		R Ridgeway	£	1.00	0.23%
		R Gordon RIP	£	22.20	5.08%
		RHS Membership	£	35.00	8.00%
		Indemnity Insurance	£	90.00	20.58%
		Stationery	£	77.33	17.68%
		Jubilee event	£	28.51	6.52%
		Charges	£	46.20	10.56%



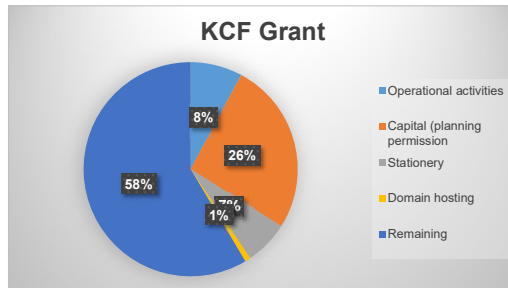
	Budget	Actual	Variance
Easter event	£15.00	£29.29	£-14.29
Repairs and renewals	£25.00	£58.29	£-33.29
Hall hire	£30.00	£40.00	£-10.00
R Ridgeway RIP	£0.00	£23.20	£-23.20
RHS Membership	£35.00	£35.00	£0.00
Indemnity Insurance	£90.00	£90.00	£0.00
Stationery	£25.00	£77.33	£-52.33
Jubilee event	£0.00	£38.05	£-38.05
Charges	£0.00	£46.20	£-46.20
TCV membership	£38.00	£0.00	£38.00
Domain Fees	£9.00	£9.54	£-0.54



Ward funds	£	320.00
Repairs and renewals	£	58.29
Remaining	£	261.71



KCF Grant	£	1,150.00
Operational activities	£	90.00
Capital (planning permission)	£	300.00
Stationery	£	77.33
Domain hosting	£	9.54
Remaining	£	673.13



FRIENDS OF REDE COMMON

England & Wales - Charity number 1187332

Accounts



Trustees' Annual Report for the period

From 1/10/2021 Period start date To 30/09/2022 Period end date

Charity name: FRIENDS OF REDE COMMON

Charity registration number: 1187332

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The objects of the CIO are: a) The preservation, protection and improvement of Rede Common (hereafter referred to as 'the common') as a place of ecological interest and beauty. b) to promote the conservation of the natural plant and animal life of the common c) to advance the education of the public in the subjects of the biodiversity, habitats and flora of areas of the common and by conducting research into those subjects.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Taking part in work days on site. Reporting issues, maintenance Undertaking repairs and maintenance. Organising, and delivering special events Attending other special events. Promoting our activities. Working on long term vision. Promoting completed projects. Advertising for volunteers. Undertaking funding applications.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Every trustee has been given the guidance document as to what is expected as a trustee.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
		Volunteers have made significant contribution to the charities objectives this year. This includes

Contribution made by volunteers	Para 1.38	two hours a month meeting up to do work on site. Regular trustee meetings. Regular MUGS/Council meetings. Several hours a week administration at homes. Several hours a week volunteers monitoring the site.
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>Activities on site to meet the requirements of the management plan. Working with the council on a list of tasks in priority order regarding access improvements on entrances to the common.</p> <p>Receiving funding for administrative needs. Feeding, observing, and documenting wildlife. Dealing with trespassing on site quickly.</p> <p>Annual community clean-up event to remove litter from woodland areas and fly tipping around the perimeter.</p> <p>Lease and planning permission for the container was renewed for five years and volunteers protected it with anti-vandal paint and sanded and repainted it.</p> <p>Monitored and maintained the site as best as possible given the pandemic so as to provide a place for exercise and mental wellbeing.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	<p>Projected £560 in Oct 2020 budget to be raised in funds.</p> <p>Raised £135 in private donations and received £1000 in ward funds.</p>
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	£1,061.28
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Trustees retain no more than £500 of funds in order to meet the core needs of the charity. Primarily the rental of the land and costs for planning permission and public liability insurance.
Amount of reserves held	Para 1.22	£500
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Donations from members. Ward funding from local councillors. Funding bid placed by trustee. Donations from the public at events.
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	Lack of volunteers to continue to run the charity. threat to the site if it is needed for development. Illegal and/or undesirable activity on site that deters users. Costs rising to unsustainable levels.
Other		

Structure, Governance and Management

Description of charity's trusts:		We do not have any trusts
Type of governing document (trust deed, royal charter)	Para 1.25	CIO Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Vote of the board of trustees at the AGM.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Trustees seek to adopt and induct from the existing pool of members that help on the common. Friends of Rede Common always ensure that there is a minimum of chair, secretary and treasurer in post.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	Trustees make up an overwhelming majority of the committee at meetings. Friends of Rede Common is not part of a wider network but it does share good practice with similar groups.
Relationship with any related parties	Para 1.51	Friends of Rede Common has a close relationship with the Greenspace team at Medway Council and with contractors Medway Norse. Friends of Rede Common also attends the MUGS Forum.
Other		The board of trustees also has a post which consists of a member's representative who liaises with the wider membership.

Reference and Administrative details

Charity name	FRIENDS OF REDE COMMON
Other name the charity uses	
Registered charity number	1187332
Charity's principal address	1 Warren Wood Road Rochester Kent ME1 2UB

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Robert Heathfield	Chair		Board of trustees
2	John Whittaker	Vice Treasurer		Board of trustees
3	Jason Tillman	Secretary		Board of trustees
4	Margaret Salter	Treasurer		Board of trustees
5	Robert Peters			Board of trustees
6	Pam Martin			Board of trustees
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Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

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

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
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Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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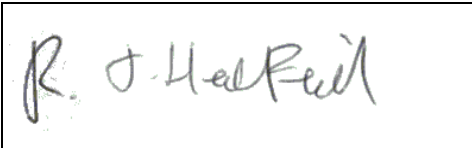

Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Robert John Heathfield	Jason Colin Tillman
Position (eg Secretary, Chair, etc)	Chair	Secretary
Date	23/10/2021	

1st October 2020 to 31st September 2021

<u>Income</u>		<u>Outgoing</u>
2020		
Oct 08 Planning permission		
2021		
Jan 30 Donation	<u>£45.00</u>	
C Cooper-wallis	£20.00	Jan 27 RHS
A Tribe	£20.00	Insurance
P Baker	£5.00	Subscription
May 14 Donation	£30.00	<- Jan 30 Paypal Fees
Jul 14 Donation	<u>£60.00</u>	
R Hanson	£20.00	Apr 06 Stamps and stationery
A Humphreys	£20.00	
A Tribe	£20.00	<- Jul 14 Paypal Fees
Aug 10 Grant	<u>£1,000.00</u>	
Cllr Jose liles	£500.00	Aug 12 M Salter reimbursement
Cllr Chris Buckwell	£250.00	Paint
Medway Council	£250.00	Brushes
		safety equipment
		Labels
20-Sept Donation	£4.50	
		Aug 23 Domain Hosting

Opening Balance	697.51
Income	1,139.50
Outgoings	775.73
Closing Balance	1,061.28

We have received £135 in private don
 We have received £1,000 from the cou
 Expenses for the charity were split
 12% on Insurnace cost to act as a
 4.5% subscription costs to RHS
 0.5% charges & finance costs
 2% administrative costs
 48% Equipment renewal
 33% Planning permission for the c

NOTE: Planning permission is accounted for in last years report as well as this or
 been included in order to cover the entire financial year of the charity, which ha
 been set by the previous AGM

All of the Garfield Weston Funds from the previous year have been spent as per

Garfield Weston Grant	
Grant	500
Printer	219.99
Domain Hosting	8.34
Notice Board	22.39
Stamps	7.92
Planning Application	259
Residue	-17.64

The charity paid the residue from it's own funds

£259.00
£125.00
£90.00
£35.00
£2.61

£7.92

£1.44

£371.42
£222.84
£93.80
£39.54
£15.24

£8.34

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charity

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below

AGM Budget 1st October 2021 to 31st August 2022

Projected income	
Christmas Raffle	£30.00
Fundraising Quiz	£30.00
Easter Extravaganza	£50.00
Private Donations	£30.00
Medway Council (Greenspaces)	£500.00
Totals	<u>£640.00</u>

Projected outgo
Administration
TCV Membership
RHS Affiliation
Domain Fees
Refreshments
Raffle Prizes
Hall hire

Notes

We have not projected for any grant income as no grants have been identified

We have projected a hall hire cost of £30, however there is a chance we will not require

We have asked volunteers to shoulder the costs of refreshments for the coming year

All of the Garfield Weston funds have now been spent

We are expecting £500 from the council towards community cleanup costs

Current bank balance	<u>###</u>
Definite cost	-£134.00
Probable costs	-£53.00
Possible costs	-£30.00
Estimated income	£640.00
Projected closing balance	<u>###</u>

joings
£50.00
£38.00
£125.00
£9.00
£30.00
£15.00
£30.00

£297.00

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FRIENDS OF REDE COMMON

England & Wales - Charity number 1187332

Accounts



Trustees' Annual Report for the period

From Period start date 13/01/2020

To Period end date 30/09/2020

Charity name: **FRIENDS OF REDE COMMON**

Charity registration number: **1187332**

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The objects of the CIO are: a) The preservation, protection and improvement of Rede Common (hereafter referred to as 'the common') as a place of ecological interest and beauty. b) to promote the conservation of the natural plant and animal life of the common c) to advance the education of the public in the subjects of the biodiversity, habitats and flora of areas of the common and by conducting research into those subjects.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Taking part in work days on site. Reporting issues, maintenance Undertaking repairs and maintenance. Organising, and delivering special events Attending other special events. Promoting our activities. Working on long term vision. Promoting completed projects. Advertising for volunteers. Undertaking funding applications.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Every trustee has been given the guidance document as to what is expected as a trustee.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	Volunteers have made significant contribution to the charities objectives this year. This includes two hours a month meeting up to do work on site. Regular trustee meetings. Regular MUGS/Council meetings. Several hours a week administration at homes. Several hours a week volunteers monitoring the site.
Other		

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Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	Small mammal survey. Activities on site to meet the management plan. Pathway installation on site. Interpretation board design and installation. Promotion of the site online to residents. Provision of greenspace to residents. Feeding, observing and documenting wildlife. Dealing with trespassing on site quickly.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	£439.89
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Trustees retain no more than £500 of funds in order to meet the core needs of the charity. Amounts in excess of that are held for specific projects.
Amount of reserves held	Para 1.22	£697.51
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Donations from members. Ward funding from local councillors. Funding bid placed by trustee. Donations from the public at events.
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	Fly tipping and trespassing near the container has been upsetting for volunteers. The coronavirus pandemic meant events were cancelled which promote the nature reserve and provide opportunity for donations.

		There is an ongoing concern that the site could be sold off at some point for revenue sources for Medway Council. The charity could lose its partnership with the Medway Council or Medway Norse.
Other		

Structure, Governance and Management

Description of charity's trusts:		We do not have any trusts
Type of governing document (trust deed, royal charter)	Para 1.25	Charitable Incorporated Organisation
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Vote of the board of trustees at the AGM.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Trustees seek to adopt and induct from the existing pool of members that help out on the common. Friends of Rede Common ensure at all times that there is a minimum of chair, secretary and treasurer in post.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	Trustees make up an overwhelming majority of the committee at meetings. Friends of Rede Common is not part of a wider network but it does share good practice with similar groups.
Relationship with any related parties	Para 1.51	Friends of Rede Common has a close relationship with the Greenspace team at Medway Council and with contractors Medway Norse. Friends of Rede Common also attends the MUGS Forum.
Other		The board of trustees also has a post which consists of a member's representative who liaises with the wider membership.

Reference and Administrative details

Charity name	FRIENDS OF REDE COMMON
Other name the charity uses	
Registered charity number	1187332
Charity's principal address	Rede Common Nature Reserve Thurston Drive ME2 2LY

Names of the charity trustees who manage the charity

Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
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1	Robert Peters		N/A	The board of trustees
2	Margaret Salter	Treasurer	N/A	The board of trustees
3	Pam Martin		N/A	The board of trustees
4	Robert Heathfield	Chair	N/A	The board of trustees
5	Jason Tillman	Secretary	N/A	The board of trustees
6	John Whittaker	Vice Treasurer	N/A	The board of trustees
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Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

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

assets from the charity's own assets

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Members Representative	Sheila Brown	49 Linwood Avenue Rochester ME2 3TP

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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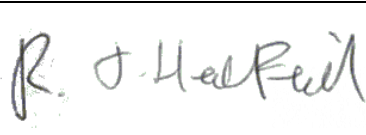
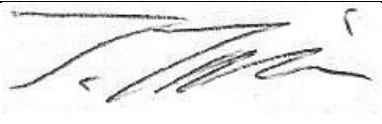
Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Robert John Heathfield	Jason Colin Tillman
Position (eg Secretary, Chair, etc)	Chair	Secretary
Date	11/02/2021	

Friends of Rede Common – Charity Commission 1st financial Statement
 January 13th 2020 – 31st September 2020

Cheque Number	Date	Description	Deposit	Debit	Balance
		Balance on 13 th January 2020			£2,195.09
					£2,195.09
100472	20/01/20	RHS Affiliated insurance 21755199		£125.00	£2,070.09
	20/01/10	Cash in from Christmas Quiz, donations and raffles	£137.00		£2,207.09
	24/01/20	donation cheque from Pat and John Kempster	£20.00		£2,227.09
	17/02/20	Jason Tillman Card use for Easter		£4.50	£2,222.59
	26/02/20	Ward funds from Josie Isles towards dropped kerb?	£630.00		£2,852.59
100473	03/03/20	Medway Council FAO Marion Philips for path improvement payable to A.C. Macklin		£2,219.36	£633.23
	24/07/20	Garfield Weston funding for administration needs only	£500.00		£1,133.23
100474	11/08/20	Interpretation boards. Design Shack Ltd. Invoice no.0045		£185.00	£948.23
	01/09/20	TSOHOST -domain by card Jason Tillman		£8.34	£939.89
	01/09/20	Printer from Cartridge People by card Jason Tillman		£219.99	£719.90
	21/09/20	Jason Tillman Card use for notice board		£22.39	£697.51
					£697.51
		Totals =	£1,287.00	£2,784.58	£697.51

		Money from Garfield Weston for administrative purposes only			£500.00
		Printer from Cartridge People by card Jason Tillman		£219.99	£280.01
		Notice board		£22.39	£257.62
		Total admin money balance =			£257.62
		Total balance other =			£439.89

Income	Jan 2020 – September 2020	£1,287.00
Expenditure	Jan 2020 – September 2020	£2,784.58