

HERMITAGE FIELD COMMUNITY MEADOW



HERMITAGE FIELD
COMMUNITY
MEADOW

ANNUAL REPORT 2021

CHARITY REGISTRATION NUMBER 1190864

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1. Charitable Purpose and Main Activities

The Hermitage Field Community Meadow Charitable Incorporated Organisation (CIO) was registered on 14th August 2020 with the objective of promoting for the benefit of the public the conservation, protection and improvement of the physical and natural environment by promoting biological diversity.

The focus of the objective being to engage with people from the locality to bring about the transformation of the neglected Hermitage Field into a species rich wild flower hay meadow for the public benefit.

The transformation process which is expected to take several years began back in 2018 when Erica and Tim Sarney, the founding Trustees of the Charity, saw the potential of the Hermitage Field site overlooking the beautiful Lune Valley and began to set in place the framework which would enable their vision to become a reality.

Their determination and commitment ensured that by the time the Charity was formerly established the essential cycle of seasonal groundwork could begin in earnest.

2. Achievements & Performance

A flurry of activities have taken place during the foreshortened inaugural year between August 2020 and March 2021 which have stimulated the initial stages of development. These have included several successful funding applications to enable land management, seed and plug planting and volunteer engagement to be undertaken. The signing of a 12 year lease for Hermitage Field with Lancaster City Council was the culmination of lengthy negotiations, followed swiftly by an annual lease for the use of a Poly Tunnel at their Westgate Depot for the purpose of propagating seed plugs to supplement purchased supplies.

Health and Safety procedures and Covid safety precautions have been established to enable the recruitment of 20 volunteers to assist with the plug planting under the supervision and guidance of Trustees Erica Sarney and Claire Cornish. It has been encouraging that the pandemic has not delayed or prevented the first stages of volunteer involvement which is central to our charitable purpose and we look forward to building on this to help plant out the hundreds of plug plants later in 2021.

In parallel to this has been active engagement and networking with local farmers, land owners, environmental charities, local government officials, central government agencies, Bowland AONB and the Yorkshire Dales Millennium Trust (YDMT), all of which have helped to raise our profile and enabled co-working plus the added benefit of attracting added value in the form of help 'in kind'.

3. Financial Review

The Charity was in a healthy position as of 31st March 2021 with sufficient funds to carry forward for completing essential seasonal land management work, plug planting purchase, purchase of meadow seed for the 2021/22 season and to continue with the volunteering and educational activities which will provide public benefit.

A reserve policy has not yet been established

The Trustees formally acknowledge the generous grant funding received from the Halton Lune Trust, The Areti Charitable Trust and the Plantlife Green Recovery Challenge Fund in partnership with the YDMT, which have enabled the successful first stage development of the Hermitage Field Community Meadow.

A requirement of the grant funding was that volunteers from the community should be involved in the charity's work and should benefit directly and indirectly. To meet these criteria individual volunteers and groups were to be recruited in several ways and procedures devised to objectively measure their contribution. By the end of March 2021 this recording, alongside that for risk assessment and covid safe working procedures was in place and will enable the value of these 'in kind' contributions to be reported in a meaningful way.

Similar procedures are to be applied to measure the volunteer contribution and monitor the benefits of the sessions planting out the matured plug plants in the Hermitage Field during the Summer months of the next financial year.

The value 'in kind' for this reporting year, August 2020 to March 2021, of the time and expertise contributed to the charity's work by the five Trustees has been calculated in value as equivalent to 588 hours and at a professional experienced level of input this is equivalent in monetary value to £25,284 for the period. This work included administration to set up the charity, establish systems and procedures, negotiate leases, liaison with local and national authorities, fundraising, recruitment, training and supervision of volunteers, web site development, publicity and developing partnerships with other meadow makers. 'In the field' - included work to prepare, manage and maintain the field site, source seed, sow, tend and plant appropriate native local species of meadow flowers in relevant quantities to make an impact on the site, and monitor growth.

The volunteer time contribution in this first financial year has been a fundamental contribution without which the level of progress and achievements to date could not have been accomplished.

We should also like to acknowledge the generous financial gift from Life for a Life Memorial Forests in memory of their founder Norman Kersh. Fundraising of £50 gifted from Tim Sarney and generous donations of tools and equipment from various supporters.

4. Structure, Governance & Management

The Hermitage Field Community Meadow (HFCM) is a Charitable Incorporated organisation (CIO). The current governing document is set out in the HFCM Constitution dated 10th July 2020.

Trustees

The Constitution sets out the eligibility, appointment terms and responsibilities of Trustees. There are five Trustees who were appointed to form the charity:-

Mrs Erica Sarney BEM - Chairperson (4 years)

Miss Claire Cornish BA(Hons), MSc, MIEEM, Cenv (3 years)

Mr Timothy Paul Sarney BSc Hons (3 years)

Mrs Pamela Margaret Woolgar (3 years)

Dr. Katharine Milnes (3 years)

The Trustees currently meet bi-monthly on the 2nd Monday of the month.

Erica Sarney manages the day to day work of the Charity and is the main point of contact.

The first meeting of a financial year is in May. Meetings are held on Zoom.

A formal timetable for the issue of Agendas and circulation of Minutes has been adopted.

5. Reference and Administrative details

Charity name:- Hermitage Field Community Meadow

Other name the Charity uses:- HFCMeadow

Registered Charity Number:- 1190864

Charity's principal Address:- Hermitage Lodge
Low Road
Crook o Lune
Lancaster
LA2 9HU

6. Declarations

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

Signed on behalf of the charity trustees

Signature(s)	Erica Samy	P Woolgar
Full name(s)	ERICA SAKNEY	Pamela Woolgar
Position (eg Chair,etc.)	HEAD OF TRUSTEES	Trustee
Date	3rd December 2021	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Hermitage Field Community Meadow

1190864

Receipts and payments accounts

CC16a

For the period
from

14/08/20

To

30/03/21

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Halton Hydro	-	2,100	-	2,100	-
Areti Foundation	-	3,410	-	3,410	-
Loan	500	-	-	500	-
Legacy	200	-	-	200	-
Fundraising	50	-	-	50	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	750	5,510	-	6,260	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	750	5,510	-	6,260	-
A3 Payments					
Field Licence	-	150	-	150	-
Public Liability Insurance	-	291	-	291	-
Field Preparation /management	-	108	-	108	-
Tools and Equipment	-	191	-	191	-
Soft goods - Seed, plug plants	-	718	-	718	-
Loan Repayment	-	500	-	500	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	1,958	-	1,958	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	-	1,958	-	1,958	-
Net of receipts/(payments)	750	3,552	-	4,302	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	750	3,552	-	4,302	-

Section B Statement of assets and liabilities at the end of the period

B1 Cash funds

	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
Co-Op Bank	-	4,302	-
	-	-	-
	-	-	-
Total cash funds	-	4,302	-

(agree balances with receipts and payments account(s))

B2 Other monetary assets

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

B3 Investment assets

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-

B4 Assets retained for the charity's own use

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
Tools and Equipment		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

B5 Liabilities

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
Plug Plant pre-order		-	01 July 2021
		-	
		-	
		-	
		-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
Erica Samsy	ERICA SAMSEY	3.12.21
P. Woolgar	P. WOOLGAR	3.12.21