

**Trustees' Report and
Unaudited Financial Statements
for the Period 10th November 2021 to 31st December 2022
for
Neotropical Birding And Conservation**

Stephenson Smart (East Anglia) Limited
10 Oak Street
Fakenham
Norfolk
NR21 9DY

Neotropical Birding And Conservation

Contents of the Financial Statements for the Period 10th November 2021 to 31st December 2022

| | Page |
|---------------------------------------------------|-----------------|
| Trustees' Report | 1 to 5 |
| Independent Examiner's Report | 6 |
| Statement of Financial Activities | 7 |
| Balance Sheet | 8 |
| Notes to the Financial Statements | 9 to 12 |
| Detailed Statement of Financial Activities | 13 to 14 |

Neotropical Birding And Conservation

Trustees' Report

for the Period 10th November 2021 to 31st December 2022

The members of the Council of Neotropical Birding and Conservation (hereafter 'NBC'), who are all the trustees of NBC, present their report with the financial statements of NBC for the period 10 November 2021 to 31 December 2022. The trustees have adopted the provisions of Accounting and Reporting by 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) (effective 1 January 2019).

Establishment of Charitable Incorporated Organisation

The charitable incorporated organisation was established on 10 November 2021 and registered by the Charity Commission for England and Wales with the number 1196505. It was established in order to acquire the undertaking of the Neotropical Bird Club (an unincorporated association formed under a trust deed and registered as a charity on 16 August 1994 with the number 1040130-hereafter referred to as 'the predecessor'). NBC acquired that undertaking with effect from 1 April 2022 and accordingly commenced activities on that date.

Incorporation

The charitable company was incorporated on 10th November 2021 and commenced trading on 1st April 2022.

Objectives and activities

Objectives and aims

NBC's objectives are:

- (1) to advance the education of the public in Neotropical birds; and
- (2) to promote, organise, carry on and encourage study, research and conservation of Neotropical birds.

In furtherance of these objects NBC:

- (a) fosters an interest in the birds of the Neotropics amongst birdwatchers throughout the world;
- (b) increases awareness of the importance of support for conservation in the region;
- (c) mobilises the enthusiasm of birdwatchers active in the region to contribute to the conservation of Neotropical birds;
- (d) acts as a forum for persons interested in Neotropical birds by publishing materials concerning Neotropical birds; and
- (e) makes small grants to fund ornithological and conservation projects in the Neotropics.

Neotropical Birding And Conservation

Trustees' Report

for the Period 10th November 2021 to 31st December 2022

Objectives and activities

Significant activities

Review of NBC's activities during the year

As noted above NBC acquired the undertaking of the predecessor with effect from 1 April 2022. Prior to that it conducted no activities and so there are no activities to report prior to 1 April 2022. However, as the intention on acquisition was to achieve a seamless transfer of activities from the predecessor to the NBC it is appropriate that this report should include the activities of the predecessor undertaken between 1 January 2022 and 31 March 2022. These activities primarily relate to completion of one of the publications mentioned below and to awarding the first four grants also mentioned below. The predecessor has submitted its trustee's report for calendar year 2021 to the Charity Commission for England and Wales. This can be viewed on the Commission's website. Accordingly, references below to 'the year' mean the calendar year 2022.

Publications

During the year, NBC carried forward the publications' strategy introduced in 2009 by the predecessor and so by the year end one issue of Cotinga and two issues of Neotropical Birding had been produced. The option of members receiving their publications in digital format (first introduced in 2018) was continued with 79 members choosing this option.

Issues 30 and 31 of Neotropical Birding continued the trend set by previous issues with articles concerning Globally Threatened Birds (e.g. Cherry-throated Tanager), Birding Sites (e.g. Vale do Café, Rio de Janeiro, Brazil and Las Tangaras, Ecuador), Birding at the Cutting Edge (e.g. Raptor migration across South America and Birding Aruba), recent taxonomic Splits, Lumps and Shuffles, and Book Reviews. The issues also included many colour images of rarely seen or photographed species. Cotinga (issue 44) comprised a wide range of science-based content with 11 main papers including topics such as, the endangered Grey-breasted Parakeet in Bahia, Brazil, distress calls of Black-headed Nightingale-Thrush and Chestnut-capped Brushfinch, and a nesting record of White-throated Quail-Dove in Argentina, plus four short communications such as a consideration of the nestling diet and provisioning rate of Variegated Flycatcher in south-east Brazil.

We also produced an e-newsletter in December, keeping members up to date with the NBC's activities and reporting on recent taxonomic changes by Cornell/e-Bird together with a note on some recent 'firsts' for Peru.

Conservation Awards

The other major activity was funding conservation projects and 2022 was another successful year with a total of seven awards being made (12 by the predecessor in 2021). The grants are paid in US \$. The total awarded for the year was \$22,964 (£28,518 by the predecessor in 2021), which means that during the last 22 years over \$350,000 has been provided to support Neotropical bird conservation projects by NBC and the predecessor.

Projects approved in 2022 were as follows:

- \$3,000 for a project to search for and monitor nests of Alagoas Antwren in Murici Ecological Station, Brazil;
- \$3,000 for a project to stabilise the population of Yellow-naped Parrot at Islas de la Bahía y Cayos Cochino, Honduras;
- \$3,000 for a project to save Baudo Guan from extinction at Parque Nacional Natural Ensenada de Utría, Colombia;
- \$2,964 for a project to study the population density of Horned Guan in two municipal parks in the central highlands of Guatemala;
- \$5,000 for a project to establish a protected area for the long-term conservation of the Critically Endangered Marsh Antwren of Brazil;
- \$3,000 for a project for bird conservation in Guanare Municipality, Portuguesa State; and
- \$2,000 for a project concerning the density and occupancy of three rare woodpecker species in the Atlantic Forest of Argentina.

Attendance at Bird fairs

NBC attended the first physical Global Birdfair at Oakham, UK in July 2022. This provided an opportunity to meet members of the general public and our own members in order to explain the need to conserve threatened Neotropical birds and the work NBC has accomplished in this field. A similar opportunity was presented when NBC attended the XI South American Birdfair in Cusco, Peru in October 2022.

Neotropical Birding And Conservation

Trustees' Report

for the Period 10th November 2021 to 31st December 2022

Objectives and activities (cont.)

Membership of NBC

Membership of NBC stood at 599 by the year end.

Public benefit

In setting our objectives and planning our activities NBC's Council is always mindful of its responsibilities under the Charity Commission's guidance on public benefit. In line with this:

- NBC offers reduced rate digital subscriptions for Neotropical nationals who cannot afford the full subscription rate and also operates a sponsored membership scheme allowing nominated individuals to receive NBC's publications for no cost;
- previous papers from older issues of NBC's journal, Cotinga, are available for free download from the Website; and
- NBC's conservation awards programme prioritises projects run by Neotropical nationals who might not otherwise have ready access to funding.

Achievement and performance

Review of NBC's financial activities

The charity became a Charitable Incorporated Organisation (hereafter 'CIO') on 1 April 2022; these financial statements reflect the transfer of assets and liabilities of the previous structure into the new CIO, causing a one-off distortion of the figures as described in note 2 on page 10.

The total income for the charity was £131,684. The significant components of this income can be found in notes 2-4 on page 10 of these financial statements.

Total expenditure on charitable activities was £38,099. The main items of expenditure were grants to individuals and institutions totalling £ 10,213.

From a financial perspective, 2022 was a satisfactory year for the charity, although there was a drop in income from donations. Whilst membership subscriptions are the main source of unrestricted income, NBC's Council would like to thank the organisations and individuals who despite the ongoing economic effect of the worldwide pandemic, nevertheless, continued to support NBC during the year, especially the March Conservation Fund whose ongoing support makes a huge difference to the number and size of conservation awards which can be funded.

The £17,641 spent on producing and distributing journals was the most significant expenditure which NBC incurred. This number includes expenditure for Neotropical Birding 30 which strictly speaking is a cost of the predecessor incurred prior to NBC taking over its undertaking but is included here so that a comparison can be made with the spend for 2021. (2021: £22,685).

Financial review

Investment policy and objectives

The majority of NBC's funds are held in Natwest Bank. In the judgement of the NBC's Council, this is currently the most appropriate form of investment for these monies although with interest rates rising NBC's Council will review holding some money in accounts with a better interest rate than Natwest presently provide.

Reserves policy

NBC's Council has adopted a policy of maintaining NBC's unrestricted funds at a level equivalent to at least one year's normal unrestricted expenditure. NBC's Council believes this provides appropriate and sufficient funds to continue the current activities of the charity in the event of a significant drop in funding or increase in expenditure. It would obviously be necessary to consider how the funding would be replaced or activities changed accordingly should such an event occur.

Neotropical Birding And Conservation

Trustees' Report

for the Period 10th November 2021 to 31st December 2022

Financial review (cont.)

Grant-making policy

Grants are made to fund ornithological and conservation projects in the Neotropics and are made both to locally based institutions (typically non-governmental organisations) and to individuals undertaking relevant research on threatened species or habitats. Preference is given to projects undertaken by Neotropical nationals and where NBC's contribution pays for a significant percentage of the work. In return for providing funding, NBC requests recipients to provide a paper for possible publication in *Cotinga* or *Neotropical Birding* detailing the results of the project.

Future plans

NBC's Council met in December 2022 to agree a new five-year strategic plan (2023-2027). This sets out, in high-level terms, our goals for the next five years. A synopsis of the Strategy appears on our website under the tab 'Our Mission'.

Structure, governance and management

Governing document

The charity is constituted as a CIO with voting members other than its trustees and its governing document is based on the CIO association model constitution published by the Charity Commission for England and Wales.

Charity constitution

The charitable incorporated organisation was established on 10 November 2021 and registered by the Charity Commission for England and Wales with the number 1196505. It was established in order to acquire the undertaking of the Neotropical Bird Club (an unincorporated association formed under a trust deed and registered as a charity on 16 August 1994 with the number 1040130-hereafter referred to as 'the predecessor'). NBC acquired that undertaking with effect from 1 April 2022 and accordingly commenced activities on that date.

Decision making

The charity is managed on a voluntary basis by the trustees, known collectively as NBC's Council.

The first trustees were appointed with effect from registration of the CIO and thereafter the remaining trustees were co-opted by the first trustees. Each appointment terminates on the first AGM of the CIO. Thereafter trustees will be elected by the members at that AGM to serve until the next AGM. NBC's Council may co-opt trustees until the next AGM.

The trustees are responsible for the day-to-day running of the charity and typically meet three times per annum with telephone conference calls between meetings where and when this is deemed appropriate. Areas of activity which generally are discussed at each meeting include updates from the Chair, Secretary and Treasurer, as well as individual trustees with specific areas of responsibility. Individual trustees have day-to-day decision-making authority within their dedicated area of responsibility and within the policies and constraints specified at meetings of trustees.

The only sub-committee operated by NBC during the year was the Conservation Awards Committee which considers all conservation award applications and puts recommendations to NBC's Council for approval.

Risk management

NBC's Council is satisfied that it has sought to identify the major risks faced by the charity and believe appropriate measures have been taken to mitigate these risks. This is kept under regular review and discussed at NBC's Council meetings as and when necessary.

Reference and administrative details

Registered Company number

CE027163 (England and Wales)

Registered Charity number

1196505

Neotropical Birding And Conservation

Trustees' Report

for the Period 10th November 2021 to 31st December 2022

Registered office

9 Pound Close
Long Ditton
Surbiton
London
KT6 5JW

Trustees

Mr C P Collins Treasurer (appointed 10.11.2021)
Mr R J Jeffers Chairman (appointed 10.11.2021)
Mr C S Balchin Secretary (appointed 10.11.2021)
Mr R P Clay (appointed 1.4.2022)
Mr J M Thirtle (appointed 1.4.2022)
Mr C J G Wilkins (appointed 1.4.2022)
Mr M V Sanchez Nivicela (appointed 1.4.2022)
Mr C R Downing (appointed 1.4.2022)
Mr M D Dawson (appointed 1.4.2022)
Ms R Goodall (appointed 1.4.2022)
Mr R S Williams (appointed 1.4.2022)
Mr J M Clark (appointed 1.4.2022)

Independent Examiner

Martyn Benstead
FCCA
Stephenson Smart (East Anglia) Limited
10 Oak Street
Fakenham
Norfolk
NR21 9DY

Approved by order of the board of trustees on 3rd May 2023 and signed on its behalf by:



Mr R J Jeffers – Trustee (Chairman)

Independent Examiner's Report to the Trustees of Neotropical Birding And Conservation

Independent examiner's report to the trustees of Neotropical Birding And Conservation Charitable Incorporated Organisation ('the CIO')

I report to the charity trustees on my examination of the financial statements of the CIO for the period 10th November 2021 to 31st December 2022 which comprise the Statement of Financial Activities, the Balance Sheet and related notes.

This report is made solely to the charity's trustees, as a body, in accordance with section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my work, for this report, or for the opinions I have formed.

Responsibilities and basis of report

As the charity trustees of the CIO you are responsible for the preparation of the financial statements in accordance with the requirements the Charities Act 2011 ("the Act").

I report in respect of my examination of the CIO's financial statements carried out under section 145 of the Act. In carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the financial statements. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently I express no opinion as to whether the financial statements present a 'true and fair' view and my report is limited to those specific matters set out in the independent examiner's statement

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 that in any material respect:

1. accounting records were not kept in respect of the CIO as required by Section 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the applicable requirements concerning the form and content of financial statements set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the financial statements give a true and fair view which is not a matter considered as part of an independent examination;

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 financial statements to be reached.



Martyn Benstead

FCCA

Stephenson Smart (East Anglia) Limited

10 Oak Street

Fakenham

Norfolk

NR21 9DY

15th May 2023

Neotropical Birding And Conservation

Statement of Financial Activities

for the Period 10th November 2021 to 31st December 2022

| | | Unrestricted fund £ | Restricted fund £ | Total funds £ |
|----------------------------------------|--------------|-----------------------------|-----------------------------|-----------------------------|
| Income and endowments from | Notes | | | |
| Donations and legacies | 2 | 93,909 | 37,556 | 131,465 |
| Other trading activities | 3 | 213 | - | 213 |
| Investment income | 4 | <u>6</u> | <u>-</u> | <u>6</u> |
| Total | | <u>94,128</u> | <u>37,556</u> | <u>131,684</u> |
| Expenditure on | | | | |
| Raising funds | | 544 | - | 544 |
| Charitable activities | | | | |
| Charitable | | <u>26,843</u> | <u>10,712</u> | <u>37,555</u> |
| Total | | <u>27,387</u> | <u>10,712</u> | <u>38,099</u> |
| NET INCOME | | <u>66,741</u> | <u>26,844</u> | <u>93,585</u> |
| Total funds carried forward | | <u><u>66,741</u></u> | <u><u>26,844</u></u> | <u><u>93,585</u></u> |

The notes form part of these financial statements

Neotropical Birding And Conservation

Balance Sheet

31st December 2022

| | | Unrestricted fund £ | Restricted fund £ | Total funds £ |
|----------------------------------------------|--------------|---------------------------|-------------------------|---------------------|
| Current assets | Notes | | | |
| Stocks | 6 | 47 | - | 47 |
| Debtors | 7 | 3,155 | - | 3,155 |
| Cash at bank | | <u>79,976</u> | <u>26,844</u> | <u>106,820</u> |
| | | 83,178 | 26,844 | 110,022 |
| Creditors | | | | |
| Amounts falling due within one year | 8 | (16,437) | - | (16,437) |
| | | <u> </u> | <u> </u> | <u> </u> |
| Net current assets | | <u>66,741</u> | <u>26,844</u> | <u>93,585</u> |
| Total assets less current liabilities | | <u>66,741</u> | <u>26,844</u> | <u>93,585</u> |
| | | <u> </u> | <u> </u> | <u> </u> |
| NET ASSETS | | <u>66,741</u> | <u>26,844</u> | <u>93,585</u> |
| Funds | 9 | | | |
| Unrestricted funds | | | | 66,741 |
| Restricted funds | | | | <u>26,844</u> |
| Total funds | | | | <u>93,585</u> |

The financial statements were approved by the Board of Trustees and authorised for issue on 3rd May 2023 and were signed on its behalf by:



Mr C P Collins - Trustee (Treasurer)

The notes form part of these financial statements

Notes to the Financial Statements

for the Period 10th November 2021 to 31st December 2022

1. Accounting policies

Basis of preparing the financial statements

The financial statements of the CIO, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by 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) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Foreign currencies

Assets and liabilities in foreign currencies are translated into sterling at the rates of exchange ruling at the balance sheet date. Transactions in foreign currencies are translated into sterling at the rate of exchange ruling at the date of transaction. Exchange differences are taken into account in arriving at the operating result.

Neotropical Birding And Conservation

Notes to the Financial Statements - continued for the Period 10th November 2021 to 31st December 2022

2. Donations and legacies

| | |
|---------------|----------------|
| | £ |
| Donations | 115,207 |
| Gift aid | (933) |
| Subscriptions | <u>17,191</u> |
| | <u>131,465</u> |

Included within donations are unrestricted donations totalling £74,353 and restricted donations totalling £16,483, which represents the transfer of funds from the charity's predecessor.
The gift aid amount represents an overprovision in the predecessor's accounts.

3. Other trading activities

| | |
|---------------------|------------|
| | £ |
| Sale of merchandise | <u>213</u> |

4. Investment income

| | |
|--------------------------|----------|
| | £ |
| Deposit account interest | <u>6</u> |

5. Trustees' remuneration and benefits

There were no trustees' remuneration or other benefits for the period ended 31st December 2022.

Trustees' expenses

There were no trustees' expenses paid for the period ended 31st December 2022.

A total of £670 was reimbursed to trustees during the year for expenses paid by them on behalf of the charity.

6. Stocks

| | |
|--------|-----------|
| | £ |
| Stocks | <u>47</u> |

Neotropical Birding And Conservation

Notes to the Financial Statements - continued for the Period 10th November 2021 to 31st December 2022

7. Debtors: amounts falling due within one year

| | £ |
|---------------|--------------|
| Other debtors | <u>3,155</u> |

8. Creditors: amounts falling due within one year

| | £ |
|------------------|---------------|
| Other creditors | 10,437 |
| Accrued expenses | <u>6,000</u> |
| | <u>16,437</u> |

9. Movement in funds

| | Net movement in funds £ | At 31.12.22 £ |
|---------------------------|----------------------------------|---------------------|
| Unrestricted funds | | |
| General fund | 66,741 | 66,741 |
| Restricted funds | | |
| Restricted fund | 26,844 | 26,844 |
| | <u> </u> | <u> </u> |
| TOTAL FUNDS | <u>93,585</u> | <u>93,585</u> |

Net movement in funds, included in the above are as follows:

| | Incoming resources £ | Resources expended £ | Movement in funds £ |
|---------------------------|----------------------------|----------------------------|---------------------------|
| Unrestricted funds | | | |
| General fund | 94,128 | (27,387) | 66,741 |
| Restricted funds | | | |
| Restricted fund | 37,556 | (10,712) | 26,844 |
| | <u> </u> | <u> </u> | <u> </u> |
| TOTAL FUNDS | <u>131,684</u> | <u>(38,099)</u> | <u>93,585</u> |

Restricted funds are for the Conservation Awards Program (CAP) which allocates grants to recipients for specific projects in relation to the purpose of the charity of bird conservation. Grant applications are first vetted by the CAP subcommittee before they are put forward for approval by the Council.

Neotropical Birding And Conservation

Notes to the Financial Statements - continued for the Period 10th November 2021 to 31st December 2022

10. Other financial commitments

At 31st December 2022 the Charity had offered the following grants:-

\$5,000 for a project to establish a protected area for the long-term conservation of the critically endangered Marsh Antwren of Brazil;

\$3,000 for a project for bird conservation in Guanare Municipality, Portuguesa State; and

\$2,000 for a project concerning the density and occupancy of three rare woodpecker species in the Atlantic Forest of Argentina.

These grants are subject to specific conditions being met which had not been met at the year end, so have not been accrued for in the financial statements.

11. Related party disclosures

There were no related party transactions for the period ended 31st December 2022.

Neotropical Birding And Conservation

Detailed Statement of Financial Activities for the Period 10th November 2021 to 31st December 2022

| | £ |
|---------------------------------|-----------------|
| Income and endowments | |
| Donations and legacies | 115,207 |
| Donations | (933) |
| Gift aid | <u>17,191</u> |
| Subscriptions | 131,465 |
| Other trading activities | 213 |
| Sale of merchandise | |
| Investment income | <u>6</u> |
| Deposit account interest | |
| Total incoming resources | 131,684 |
| Expenditure | |
| Other trading activities | 544 |
| Purchases | |
| Charitable activities | 14,086 |
| Publication costs | 3,555 |
| Postage | 5,257 |
| Grants to institutions | <u>4,956</u> |
| Grants to individuals | 27,854 |
| Support costs | |
| Management | 2,306 |
| Birdfair, meetings & raffle | 181 |
| Insurance | 762 |
| Website expenses | 182 |
| Stationery and sundry expenses | 499 |
| Admin of conservation awards | 500 |
| Administration of membership | <u>(223)</u> |
| Foreign exchange gain | 4,207 |
| Finance | 120 |
| Bank charges | 120 |
| Carried forward | |

This page does not form part of the statutory financial statements

Neotropical Birding And Conservation

Detailed Statement of Financial Activities

for the Period 10th November 2021 to 31st December 2022

| | |
|----------------------------|----------------------|
| Finance | £ |
| Brought forward | 120 |
| World pay charges | <u>574</u> |
| | 694 |
| Governance costs | |
| Accountancy and legal fees | <u>4,800</u> |
| Total resources expended | <u>36,299</u> |
| Net income | <u><u>93,585</u></u> |

This page does not form part of the statutory financial statements
