



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## **Trustees' Annual Report for the period**

**From: 01/04/24 (Period start date) To: 31/03/25 (Period end date)**

**Charity name: Cuttlefish Conservation Initiative (CCI)**

**Charity registration number:1197622**

## **Objectives and Activities**

|  | SORP reference     |  |
|--|--------------------|--|
| Summary of the purposes of the charity as set out in its governing document  | Para 1.17          | <b>The purpose of CCI is- To advance conservation for the public benefit of cuttlefish in the United Kingdom, European and international waters through education, promoting and disseminating research into such conservation and seeking to achieve their sustainable management.</b>  |
| Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts. | Para 1.17 and 1.19 | <b>CCI has undertaken continuous work to engage the public of our purpose and our work through social media engagement, outreach events and networking. Outreach events with local organisations and university students have increased public awareness of the issues facing cuttlefish and the work CCI are doing/plan to do. Through educational social media posts, CCI has aimed to engage as many people as possible with the organisation.</b><br><br><b>CCI has continued to build its relationships with research institutes including the Marine Biological Association and University of Plymouth, with a strong focus on carrying out research to fill knowledge gaps of the current science, and to advance the sustainability of the cuttlefish fishery with the intent on promoting and disseminating the research into education for the wider public.</b><br><br><b>CCI has continued to collect citizen science data, in the form of SCUBA diver cuttlefish sightings, a project known as "Project Sepia". This has resulted in engagement from coastal communities and provided the public the opportunity to become involved in collecting vital</b> |

|  |           |   |
|--|-----------|---|
|  |           | <b>data to map the spatial and temporal distribution of the common cuttlefish.</b>  |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit | Para 1.18 | <b>When planning our activities for the year, trustees and volunteers of CCI have considered the Charity Commission's guidance on public benefit.</b> |

#### **Additional information (optional)**

You may choose to include further statements where relevant about:

|  | SORP reference |            |
|--|----------------|------------|
| Policy on grant making   | Para 1.38      | <b>N/A</b> |
| Policy on social investment including program related investment | Para 1.38      | <b>N/A</b> |
| Contribution made by volunteers                                  | Para 1.38      | <b>N/A</b> |

### **Achievements and Performance**

|   | SORP reference |   |
|---|----------------|---|
| Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole. | Para 1.20      | <p><b>Over the reporting period, CCI presented at several outreach events, to highlight the issues facing cuttlefish and raise awareness of CCI. This included presenting to University of Plymouth students at Wembury Marine Centre and running a stall at a local Bioblitz event, funded by the SeaChangers grant.</b></p> <p><b>Alongside this, CCI continued our cuttlefish logging project, called "Project Sepia", aimed at collecting citizen science data from scuba diver cuttlefish sightings.</b></p> <p><b>CCI also continued relationships with the Marine Biological Association, in the aim of developing research projects utilising the MBAs laboratory facilities.</b></p> <p><b>CCI also maintained a website and active and growing social media platform (Instagram, X, LinkedIn) and networked</b></p> |

|  |  |  |
|--|--|--|
|  |  | <p>with other marine conservation organisations and researchers.</p> <p>This year, CCI continued to sell merch through TeeMill which produces branded CCI clothing, mugs and stickers.</p> |
|--|--|--|

### **Additional information (optional)**

You may choose to include further statements where relevant about:

|  |           |     |
|--|-----------|-----|
| Achievements against objectives set                          | Para 1.41 | N/A |
| Performance of fundraising activities against objectives set | Para 1.41 | N/A |
| Investment performance against objectives                    | Para 1.41 | N/A |
| Other  |           | N/A |

## **Financial Review**

|  |           |   |
|--|-----------|---|
| Review of the charity's financial position at the end of the period            | Para 1.21 | <p><b>As a charity in its early years the financial position of CCI within the reporting period was limited. An initial opening balance of £828 was achieved from donations and grant funding in the previous year.</b></p> <p><b>Donations of £40 (unrestricted funds) were received during outreach events. A further £181 (unrestricted funds) was generated in merchandise sales.</b></p> <p><b>Outgoings over the reporting period were predominantly for the purchase of outreach materials (stickers, flyers, banners), volunteer accommodation and travel, the website platform and domain, and a competition prize. A SumUp card reader was also purchased to aid in receiving donations at outreach events.</b></p> <p><b>The seachangers grant (£500 of restricted funds, received 21/11/2023) covered much of these outgoings.</b></p> <p><b>CCI finished the reporting period with £290 of unrestricted funds.</b></p> |
| Statement explaining the policy for holding reserves stating why they are held | Para 1.22 | <p><b>As a small charity, CCI has not had any means to develop a reserve over the reporting period. CCI plans to consider the need to develop a reserves policy, as</b></p>   |

|  |           |  |
|--|-----------|--|
|  |           | <b>funding opportunities and donations increase.</b>   |
| Amount of reserves held  | Para 1.22 | <b>N/A see above.</b>  |
| Reasons for holding zero reserves  | Para 1.22 | <b>As a small charity, CCI has not had any means to develop a reserve, however, as stated above, this is a policy that CCI plan to address within the next reporting period.</b> |
| Details of fund materially in deficit  | Para 1.24 | <b>N/A- no funds are materially in deficit.</b>  |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | <b>N/A- there have been no uncertainties about CCI continuing within the reporting period.</b>   |

### **Additional information (optional)**

You may choose to include further statements where relevant about:

|   |           |  |
|---|-----------|--|
| The charity's principal sources of funds (including any fundraising)            | Para 1.47 | <b>Principal sources of funds for the reporting period were donations and merchandise sales.</b> |
| Investment policy and objectives including any social investment policy adopted | Para 1.46 | <b>N/A</b>   |
| A description of the principal risks facing the charity                         | Para 1.46 | <b>N/A</b>   |
| Other   |           | <b>N/A</b>   |

## **Structure, Governance and Management**

|   |           |   |
|---|-----------|---|
| Description of charity's trusts:  |           |   |
| Type of governing document<br>( <a href="#">trust deed</a> , <a href="#">royal charter</a> )  | Para 1.25 | <b>Charitable Incorporated Organisation (CIO) foundation constitution</b>   |
| How is the charity constituted?<br>( <a href="#">e.g unincorporated association</a> , <a href="#">CIO</a> )                               | Para 1.25 | <b>Charitable Incorporated Organisation</b>   |
| Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled | Para 1.25 | <b>Apart from the first charity trustees [who will serve for a period of 2 years], every trustee must be appointed [for a term of [three] years] by a resolution passed at a properly convened meeting of the charity trustees.</b> |

|                                 |  |  |
|---------------------------------|--|--|
| to appoint one or more trustees |  | <b>In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.</b> |
|---------------------------------|--|--|

#### **Additional information (optional)**

You may choose to include further statements where relevant about:

|   |           |            |
|---|-----------|------------|
| Policies and procedures adopted for the induction and training of trustees                | Para 1.51 | <b>N/A</b> |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 | <b>N/A</b> |
| Relationship with any related parties   | Para 1.51 | <b>N/A</b> |
| Other   |           | <b>N/A</b> |

#### **Reference and Administrative details**

|                             |   |
|-----------------------------|---|
| Charity name                | <b>Cuttlefish Conservation Initiative</b>             |
| Other name the charity uses | <b>CCI</b>  |
| Registered charity number   | <b>1197622</b>  |
| Charity's principal address | <b>31 SOUTH VIEW TERRACE<br/>PLYMOUTH<br/>PL4 9DQ</b> |
|                             |   |

#### **Names of the charity trustees who manage the charity**

|   | Trustee name                    | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|---|---------------------------------|-----------------|-----------------------------------|---|
| 1 | <b>Dr Thomas Wynter Davies</b>  | <b>N/A</b>      | <b>Whole year</b>                 | <b>N/A</b>  |
| 2 | <b>Dr Granville Paul Naylor</b> | <b>N/A</b>      | <b>Whole year</b>                 | <b>N/A</b>  |

|  |   |                       |     |            |     |
|--|---|-----------------------|-----|------------|-----|
|  | 3 | Mrs Alix Marie Harvey | N/A | Whole year | N/A |
|--|---|-----------------------|-----|------------|-----|

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

| Director name |  |  |
|---------------|--|--|
| N/A           |  |  |

Name of trustees holding title to property belonging to the charity

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

## Funds held as custodian trustees on behalf of others

|   |                                      |
|---|--------------------------------------|
| Description of the assets held in this capacity   | N/A- no 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 | N/A                                  |
| Details of arrangements for safe custody and segregation of such assets from the charity's own assets                         | N/A                                  |

### Additional information (optional)

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

| Type of adviser | Name | Address |
|-----------------|------|---------|
| N/A             | N/A  | N/A     |
|                 |      |         |
|                 |      |         |
|                 |      |         |

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

|     |
|-----|
| N/A |
|-----|

## Exemptions from disclosure

Reason for non-disclosure of key personnel details

|     |
|-----|
| N/A |
|-----|

## Other optional information

|     |
|-----|
| N/A |
|-----|

Declarations

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

Signed on behalf of the charity’s trustees

Signature(s) *Bethan Follis*

Full name(s) Bethan Follis

Position (eg  
Secretary, Chair, etc) Head of Operations

Date 26/01/2026



## Receipts and payments accounts

CC16a

|                     |          |    |          |
|---------------------|----------|----|----------|
| For the period from | 01/04/24 | To | 31/03/25 |
|---------------------|----------|----|----------|

### 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 £ |
| <b>A1 Receipts</b>                                 |                    |                  |                  |                  |                  |
| Event donations                                    | 40                 | -                | -                | 40               | -                |
| Merchandise sales                                  | 181                | -                | -                | 181              | -                |
|  | -                  | -                | -                | -                | -                |
|  | -                  | -                | -                | -                | -                |
|  | -                  | -                | -                | -                | -                |
|  | -                  | -                | -                | -                | -                |
|  | -                  | -                | -                | -                | -                |
|  | -                  | -                | -                | -                | -                |
| <b>Sub total(Gross income for AR)</b>              | 222                | -                | -                | 222              | -                |
| <b>A2 Asset and investment sales, (see table).</b> |                    |                  |                  |                  |                  |
|  | -                  | -                | -                | -                | -                |
|  | -                  | -                | -                | -                | -                |
| <b>Sub total</b>                                   | -                  | -                | -                | -                | -                |
| <b>Total receipts</b>                              | 222                | -                | -                | 222              | -                |
| <b>A3 Payments</b>                                 |                    |                  |                  |                  |                  |
| SumUp Machine                                      | 59                 | -                | -                | 59               | -                |
| Stickers   | 66                 | -                | -                | 66               | -                |

|                                 |            |          |          |            |          |
|---------------------------------|------------|----------|----------|------------|----------|
| Accommodation                   | 34         | -        | -        | 34         | -        |
| Staff travel                    | 18         | -        | -        | 18         | -        |
| Staff travel                    | 54         | -        | -        | 54         | -        |
| Staff travel                    | 56         | -        | -        | 56         | -        |
| Accommodation                   | 138        |          |          | 138        |          |
| Flyers                          | 34         | -        | -        | 34         | -        |
| Banner                          | 102        | -        | -        | 102        | -        |
| Competition prize (merchandise) | 18         | -        | -        | 18         | -        |
| Website platform                | 161        |          |          | 161        |          |
| Website domain                  | 19         |          |          | 19         |          |
| <b>Sub total</b>                | <b>760</b> | <b>-</b> | <b>-</b> | <b>760</b> | <b>-</b> |

|   |          |          |          |          |  |
|---|----------|----------|----------|----------|--|
| <b>A4 Asset and investment purchases, (see table)</b> |          |          |          |          |  |
|   | -        | -        | -        | -        |  |
|   | -        | -        | -        | -        |  |
| <b>Sub total</b>                                      | <b>-</b> | <b>-</b> | <b>-</b> | <b>-</b> |  |

|                       |            |          |          |            |          |
|-----------------------|------------|----------|----------|------------|----------|
| <b>Total payments</b> | <b>760</b> | <b>-</b> | <b>-</b> | <b>760</b> | <b>-</b> |
|-----------------------|------------|----------|----------|------------|----------|

|                                    |              |          |          |              |          |
|------------------------------------|--------------|----------|----------|--------------|----------|
| <b>Net of receipts/(payments)</b>  | <b>- 538</b> | <b>-</b> | <b>-</b> | <b>- 538</b> |          |
| <b>A5 Transfers between funds</b>  | <b>-</b>     | <b>-</b> | <b>-</b> | <b>-</b>     | <b>-</b> |
| <b>A6 Cash funds last year end</b> | <b>828</b>   | <b>-</b> | <b>-</b> | <b>828</b>   | <b>-</b> |
| <b>Cash funds this year end</b>    | <b>290</b>   | <b>-</b> | <b>-</b> | <b>290</b>   |          |

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

| Categories           | Details           | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
|----------------------|-------------------|------------------------------------|----------------------------------|---------------------------------|
| <b>B1 Cash funds</b> | Event donations   | 40                                 | -                                | -                               |
|                      | Merchandise sales | 181                                |                                  | -                               |

|   |                 |    |    |
|---|-----------------|----|----|
|   | -               | -  | -  |
| <b>Total cash funds</b>                                 | <b>221</b>      | -  | -  |
| (agree balances with receipts and payments account (s)) | Agreement Error | OK | OK |

Unrestricted funds

Restricted funds

Endowment funds

to nearest £

to nearest £

to nearest £

Details

## B2 Other monetary assets

|  |   |   |   |
|--|---|---|---|
|  | - | - | - |
|  | - | - | - |
|  | - | - | - |
|  | - | - | - |
|  | - | - | - |
|  | - | - | - |

Fund to which asset belongs

Cost (optional)

Current value (optional)

Details

## B3 Investment assets

|  |  |   |   |
|--|--|---|---|
|  |  | - | - |
|  |  | - | - |
|  |  | - | - |
|  |  | - | - |
|  |  | - | - |

Fund to which asset belongs

Cost (optional)

Current value (optional)

Details

## B4 Assets retained for the charity's own use



|  |  |   |   |
|--|--|---|---|
|  |  | - | - |
|  |  | - | - |
|  |  | - | - |
|  |  | - | - |

|  |  |   |   |
|--|--|---|---|
|  |  | - | - |
|  |  | - | - |
|  |  | - | - |
|  |  | - | - |
|  |  | - | - |

**B5 Liabilities**

| Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
|---------|---------------------------------|-----------------------|---------------------|
|         |                                 | -                     |                     |
|         |                                 | -                     |                     |
|         |                                 | -                     |                     |
|         |                                 | -                     |                     |
|         |                                 | -                     |                     |

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

| Signature   | Print Name    | Date of approval |
|---|---------------|------------------|
|  | Paul Naylor   | 26/01/26         |
|  | Thomas Davies | 26/01/26         |