

REGISTERED COMPANY NUMBER: CE028483 (England and Wales)  
REGISTERED CHARITY NUMBER: 1198105

Report of the Trustees and  
Unaudited Financial Statements for the Period 2 March 2022 to 5 April 2023  
for  
Herefordshire Meadows

Golden Valley Accountancy Limited  
Unit 4  
Westwood Industrial Estate  
Pontrilas  
Herefordshire  
HR2 0EL

Contents of the Financial Statements  
for the Period 2 March 2022 to 5 April 2023

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## Herefordshire Meadows

### Report of the Trustees

for the Period 2 March 2022 to 5 April 2023

The advancement of conservation, restoration and creation of flower-rich grasslands in Herefordshire for the benefit of the public, in particular but not exclusively, by promoting sustainable land management systems to achieve the purpose. The advancement of education of the public on the benefits of flower-rich grasslands and the need to conserve them.

### **INCORPORATION**

The charitable company was incorporated on 2 March 2022.

### **OBJECTIVES AND ACTIVITIES**

#### **Objectives and aims**

The objective for the first year of the charity's existence was to deliver the projects that had started before the CIO was set up. And to take up new opportunities according to meadow advisory capacity. These ongoing projects supported a higher level of advisory and knowledge exchange activity and a greater area of meadow restoration than in 2021.22. This is considered to be a sustainable growth rate for the new charity's activities.

#### **Significant activities**

Activities in 2022.23 included

- Restoration of 10 grassland sites covering 27.4 ha in the WWF Botanica funded project in partnership with Wye and Usk Foundation.
- Harvesting local native provenance wildflower seed from high quality donor meadows covering 16 ha.
- Surveying and supporting 26 high quality flower rich grasslands to be selected as new Local Wildlife Site lowland meadows in Herefordshire Wildlife Trusts Wilder Herefordshire project
- Working in the Wye Valley AONB floodplain to encourage 19 farmers to explore floodplain meadow restoration opportunities using Farming in Protected Landscape funding in partnership with Wye and Usk Foundation.
- Hosting a workshop on increasing "Natural Capital" and future funding for environmental projects for 73 farmers in the Woolhope Dome in partnership with Wye Valley AONB and Woolhope Dome Environment Trust.
- Hosting 7 events on Wooded grasslands (Woodmeadow Trust, National Trust, Natural England at Fernhall), George Peterken on Woodmeadows, Shelterbelts and Living barn wood pasture at Risbury Court, Grassland Rapid Monitoring training day and Grass ID training with Stuart Hedley, Woodpasture Mosaics at Moccas, Natural England and Woodpasture and Parkland Network, National Meadows Day walk at Olchon Court.
- Speaking to the wider public at 8 events on topics ranging from setting up a meadows group, creating flower rich grassland, how and why we should be Making Meadows, floodplain meadow restoration in the heart of Hereford City, meadows and sustainability at Hereford Art College,
- Explored opportunities with Ecohab for collaboration on seed cleaning to enable broadcasting of brush harvested seed to be able to scale up with farm machinery.
- Setting up and increasing social media following to enable knowledge sharing and awareness of the benefits of meadows to the wider public.

#### **Public benefit**

The Trustees have considered public benefit in line with the Charity Commission's general guidance and its charitable status: Membership of Herefordshire Meadows is currently free and open to all who share an interest in flower rich grasslands.

#### **Social investments**

There are currently no social investments.

## **OBJECTIVES AND ACTIVITIES**

### **Grantmaking**

Grant making doesn't currently form a part of Herefordshire Meadows activities. In 2022.23 advisers supported members to access grants from project partners in order to create and restore meadows. Trustees will develop a policy for future projects where funds for meadow restoration are held by Herefordshire Meadows.

### **Volunteers**

Herefordshire Meadows are building up a network of volunteers among members who volunteer to host knowledge exchange events and meadow walks. They also volunteer to support each other with meadow plant and insect surveys to monitor the success of restorations. Volunteer groups help during restoration work to broadcasting wildflower seed by hand.

## **ACHIEVEMENT AND PERFORMANCE**

### **Charitable activities**

In 2022.23 the main achievements of Herefordshire Meadows have been to

- Work with local partners, grassland owners and managers to offer management advice, signpost to specialist machinery and source seed from local donor sites to facilitate restoration projects.
- Expand and increase the area of meadow restoration, creation and conservation in Herefordshire.
- Encourage changes to grassland management for the benefit of biodiversity, climate resilience, soil and water quality, to conserve cultural heritage, increase carbon sequestration, enhance landscape character and provide amenity and enjoyment for the public in the wider landscape.
- Co-ordinate monitoring programmes on existing flower rich grasslands and baseline surveys before restorations take place through educating members and volunteers from the general public with plant and bumblebee ID skills.
- Keep the organisation's website and social media platforms up to date with freely available information and educational resources on flower rich grasslands
- Arrange workshops, training days, meadow and farm walks, and speaker meetings to raise awareness of the benefits of flower rich grasslands and sustainable land management systems
- Increase confidence of the wider public in simple measures that can be taken to improve grassland for the benefit of local communities and the wider landscape.
- Train Assistant Meadows Adviser, Carys Solman, contracted by the charity to help realise its charitable objectives, in particular, to manage and run the charity's seed harvesting operations which are critical to the creation of new areas of flower-rich grassland across the county.
- Enable a smooth transition from being a Natural England funded Countryside Stewardship Facilitation Funded discussion group with 63 core members and a wider network of >500 meadows enthusiasts to a formal charitable CIO entity. This sets Herefordshire Meadows on a much more secure footing; now governed by trustees to ensure that the wider public benefits continue in the long term.

### **Fundraising activities**

There are no set fundraising objectives for the reporting period. Unsolicited donations were received as soon as the charity bank account was set up in October 2022. Herefordshire Meadows is now also registered with the Charities Aid Foundation (CAF) which can accept and process online donations on the charity's behalf.

## **FINANCIAL REVIEW**

### **Financial position**

- Donations received by Herefordshire Meadows for the financial period 2.3.22 to 5.4.23 total £37,138.00 and gift aid on these donations come to £920.00. Donations are higher than anticipated in the first year of the charity's existence due to the one off donation payment received from Kingspan Insulation Community Trust in addition to generous donations from members.
- Meadow Project Income totalled £41,706.00, which had related expenditure of £31,366.00, showing that in the first year of charitable activities just over half of the income made in the year was generated from charity activities.
- Herefordshire Meadows had a healthy bank balance at the end of the charity year, with few debtors and creditors being outstanding.

### **Investment policy and objectives**

No financial investments are held

### **Reserves policy**

The Trustees have yet to determine a reserves policy. A policy will be developed in the next reporting period with the aim to have minimum reserves to cover 3 months expenditure and insurance policy excess of £750 at all times.

This is the first financial year of the charity trading and the charity has generated reserves in the year ending 5.4.23 of £39,989.00

### **Going concern**

There are currently no uncertainties. Herefordshire Meadows has project income for the 23.24 year already in place and project bids submitted with established partners for future work for 24.25 year.

Funds have been from project income for advisory work, for meadow restoration planning and implementation and for knowledge exchange and education events. Donations have been received from individuals and residual funds from Kingspan Insulation Community Fund which was wound up in December 2022 (Charity no 1116148).

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

At present there are no formal policies and procedures for the induction and training of new trustees. New trustees are directed to the Charity Commission guidance on trustee duties, the Charity Governance Code. and "Charity trustee what's involved (CC3a). They receive a briefing from the Chair which gives the necessary information about the Charity, its charitable purpose, strategic objectives, the history of the charity and are given a copy of the Constitution.

## **REFERENCE AND ADMINISTRATIVE DETAILS**

### **Registered Company number**

CE028483 (England and Wales)

### **Registered Charity number**

1198105

### **Registered office**

Warren Farm  
Brockhampton Park  
Bringsty  
Worcester  
WR6 5TB

Herefordshire Meadows

Report of the Trustees

for the Period 2 March 2022 to 5 April 2023

**Trustees**

J Hawkins (appointed 21.3.22)  
J Partridge (appointed 21.3.22)  
A Nixon (appointed 21.3.22)  
L Langford (appointed 21.3.22)  
M Wood (appointed 21.3.22)  
L Lewis (appointed 21.3.22)  
S Hedley (appointed 21.3.22)

**Company Secretary**

**Independent Examiner**

Golden Valley Accountancy Limited  
Unit 4  
Westwood Industrial Estate  
Pontrilas  
Herefordshire  
HR2 0EL

Approved by order of the board of trustees on ..... and signed on its behalf by:

.....  
Trustee

Independent Examiner's Report to the Trustees of  
Herefordshire Meadows

**Independent examiner's report to the trustees of Herefordshire Meadows ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the period 2 March 2022 to 5 April 2023.

**Responsibilities and basis of report**

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

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

**Independent examiner's statement**

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

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Golden Valley Accountancy

Golden Valley Accountancy Limited  
Unit 4  
Westwood Industrial Estate  
Pontrilas  
Herefordshire  
HR2 0EL

Date: .....

Herefordshire Meadows

Statement of Financial Activities  
for the Period 2 March 2022 to 5 April 2023

	Notes	Unrestrict fund £
<b>INCOME AND ENDOWMENTS FROM</b>		
Donations and legacies		37,138
Other trading activities	2	41,706
<b>Total</b>		<u>78,844</u>
 <b>EXPENDITURE ON</b>		
Raising funds	3	31,366
 <b>Charitable activities</b>		
Meadow Projects		6,751
Other		738
<b>Total</b>		<u>38,855</u>
 <b>NET INCOME</b>		<u>39,989</u>
 <b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>39,989</u></u>

The notes form part of these financial statements



Herefordshire Meadows

Balance Sheet

5 April 2023

	Notes	Unrestrict fund £
<b>FIXED ASSETS</b>		
Tangible assets	6	4,183
<b>CURRENT ASSETS</b>		
Debtors	7	6,121
Cash at bank		36,416
		<hr/> 42,537
<b>CREDITORS</b>		
Amounts falling due within one year	8	(6,731)
		<hr/>
<b>NET CURRENT ASSETS</b>		35,806
		<hr/>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		39,989
		<hr/>
<b>NET ASSETS</b>		39,989
		<hr/>
<b>FUNDS</b>	9	
Unrestricted funds		39,989
		<hr/>
<b>TOTAL FUNDS</b>		39,989
		<hr/>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the period ended 5 April 2023.

The members have not required the company to obtain an audit of its financial statements for the period ended 5 April 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

Herefordshire Meadows

Balance Sheet - continued

5 April 2023

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on ..... and were signed on its behalf by:

.....  
Trustee

## **1. ACCOUNTING POLICIES**

### **Basis of preparing the financial statements**

The financial statements of the charitable company, 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.

### **Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

### **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.

### **Hire purchase and leasing commitments**

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

**2. OTHER TRADING ACTIVITIES**

Meadow Project Income	£ 41,706
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**3. RAISING FUNDS**

**Raising donations and legacies**

Support costs	£ 92
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**4. NET INCOME/(EXPENDITURE)**

Net income/(expenditure) is stated after charging/(crediting):

Depreciation - owned assets	£ 738
Hire of plant and machinery	153

**5. TRUSTEES' REMUNERATION AND BENEFITS**

**Trustees' expenses**

There were no trustees' expenses paid for the period ended 5 April 2023.

**6. TANGIBLE FIXED ASSETS**

	Plant and machinery
	£
<b>COST</b>	
Additions	4,921
<b>DEPRECIATION</b>	
Charge for year	738
<b>NET BOOK VALUE</b>	
At 5 April 2023	4,183

Notes to the Financial Statements - continued  
for the Period 2 March 2022 to 5 April 2023

**7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	£
Trade debtors	5,201
Other debtors	920
	<hr/>
	6,121
	<hr/>

**8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	£
Trade creditors	6,731
	<hr/>

**9. MOVEMENT IN FUNDS**

	Net movement in funds £	At 5.4.23 £
<b>Unrestricted funds</b>		
General fund	39,989	39,989
	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>39,989</u>	<u>39,989</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	78,844	(38,855)	39,989
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>78,844</u>	<u>(38,855)</u>	<u>39,989</u>

**10. RELATED PARTY DISCLOSURES**

One member of the trustees for Herefordshire Meadows received remuneration in the financial period ending 5th April 2023.

The trustee received a payment of £300.00 in the 2022/23 year for services he provided in the period, this service was a botanical training day for Herefordshire Meadows.

Herefordshire Meadows

Detailed Statement of Financial Activities  
for the Period 2 March 2022 to 5 April 2023

£

**INCOME AND ENDOWMENTS**

**Donations and legacies**

Donations	31,297
Gift aid	920
Donated Equipment	4,921
	<hr/>
	37,138

**Other trading activities**

Meadow Project Income	41,706
	<hr/>

<b>Total incoming resources</b>	78,844
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**EXPENDITURE**

**Other trading activities**

Meadow Project Expenditure	31,274
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**Charitable activities**

Hire of Village Hall	153
Insurance	877
Advertising	259
Travel Costs	482
Administration Expenses	4,330
Computer	50
	<hr/>
	6,151

**Other**

Depreciation	738
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**Support costs**

**Governance costs**

Legal and Professional Fees	92
Accountancy and legal fees	600
	<hr/>
	692

Total resources expended	38,855
	<hr/>

<b>Net income</b>	39,989
	<hr/>
	<hr/>

This page does not form part of the statutory financial statements



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 02 March 2022 To 05 April 2023

Charity name: Herefordshire Meadows

Charity registration number: 1198105

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	(1) THE ADVANCEMENT OF CONSERVATION, RESTORATION AND CREATION OF FLOWER-RICH GRASSLANDS IN HEREFORDSHIRE FOR THE BENEFIT OF THE PUBLIC, IN PARTICULAR BUT NOT EXCLUSIVELY BY PROMOTING SUSTAINABLE LAND MANAGEMENT SYSTEMS TO ACHIEVE THIS PURPOSE. (2) THE ADVANCEMENT OF EDUCATION OF THE PUBLIC ON THE BENEFITS OF FLOWER-RICH GRASSLANDS AND THE NEED TO CONSERVE THEM.
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	Activities in 2022.23 included <ul style="list-style-type: none"><li>• Restoration of 10 grassland sites covering 27.4 ha in the WWF Botanica funded project in partnership with Wye and Usk Foundation.</li><li>• Harvesting local native provenance wildflower seed from high quality donor meadows covering 16 ha.</li><li>• Surveying and supporting 26 high quality flower rich grasslands to be selected as new Local Wildlife Site lowland meadows in Herefordshire Wildlife Trusts Wilder Herefordshire project</li><li>• Working in the Wye Valley AONB floodplain to encourage 19 farmers to explore floodplain meadow restoration opportunities using Farming in Protected Landscape funding in partnership with Wye and Usk Foundation.</li><li>• Hosting a workshop on increasing "Natural Capital" and future funding for environmental projects for 73 farmers in the Woolhope Dome in partnership with Wye Valley AONB</li></ul>

		<p>and Woolhope Dome Environment Trust.</p> <ul style="list-style-type: none"> <li>• Hosting 7 events on Wooded grasslands (Woodmeadow Trust, National Trust, Natural England at Fernhall), George Peterken on Woodmeadows, Shelterbelts and Living barn wood pasture at Risbury Court, Grassland Rapid Monitoring training day and Grass ID training with Stuart Hedley, Woodpasture Mosaics at Moccas, Natural England and Woodpasture and Parkland Network, National Meadows Day walk at Olchon Court.</li> <li>• Speaking to the wider public at 8 events on topics ranging from setting up a meadows group, creating flower rich grassland, how and why we should be Making Meadows, floodplain meadow restoration in the heart of Hereford City, meadows and sustainability at Hereford Art College,</li> <li>• Explored opportunities with Ecohab for collaboration on seed cleaning to enable broadcasting of brush harvested seed to be able to scale up with farm machinery.</li> <li>• Setting up and increasing social media following to enable knowledge sharing and awareness of the benefits of meadows to the wider public.</li> </ul>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<p>The Trustees have considered public benefit in line with the Charity Commission's general guidance and its charitable status: Membership of Herefordshire Meadows is currently free and open to all who share an interest in flower rich grasslands.</p>

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

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	<p>Grant making doesn't currently form a part of Herefordshire Meadows activities. In 2022.23 advisers supported members to access grants from project partners in order to create and restore meadows. Trustees will develop a policy for future projects where funds for meadow restoration are held by Herefordshire Meadows.</p>
Policy on social investment including program related investment	Para 1.38	<p>There are currently no social investments</p>



Contribution made by volunteers	Para 1.38	Herefordshire Meadows are building up a network of volunteers among members who volunteer to host knowledge exchange events and meadow walks. They also volunteer to support each other with meadow plant and insect surveys to monitor the success of restorations. Volunteer groups help during restoration work to broadcasting wildflower seed by hand.
Related Party Transactions		One member of the trustees for Herefordshire Meadows received remuneration in the financial period ending 5th April 2023. The trustee received a payment of £300.00 in the 2022/23 year for services he provided in the period, this service was a botanical training day for Herefordshire Meadows.

## 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>In 2022.23 the mains achievements of Herefordshire Meadows have been to</p> <ul style="list-style-type: none"> <li>• work with local partners, grassland owners and managers to offer management advice, signpost to specialist machinery and source seed from local donor sites to facilitate restoration projects.</li> <li>• expand and increase the area of meadow restoration, creation and conservation in Herefordshire.</li> <li>• encourage changes to grassland management for the benefit of biodiversity, climate resilience, soil and water quality, to conserve cultural heritage, increase carbon sequestration, enhance landscape character and provide amenity and enjoyment for the public in the wider landscape.</li> <li>• co-ordinate monitoring programmes on existing flower rich grasslands and baseline surveys before restorations take place through educating members and volunteers from the general public with plant and bumblebee ID skills.</li> <li>• keep the organisation's website and social media platforms up to date with freely available information and educational resources on flower rich grasslands</li> </ul>

		<ul style="list-style-type: none"> <li>• arrange workshops, training days, meadow and farm walks, and speaker meetings to raise awareness of the benefits of flower rich grasslands and sustainable land management systems</li> <li>• increase confidence of the wider public in simple measures that can be taken to improve grassland for the benefit of local communities and the wider landscape.</li> <li>• train Assistant Meadows Adviser, Carys Solman, contracted by the charity to help realise it's charitable objectives, in particular, to manage and run the charity's seed harvesting operations which are critical to the creation of new areas of flower-rich grassland across the county.</li> <li>• enable a smooth transition from being a Natural England funded Countryside Stewardship Facilitation Funded discussion group with 63 core members and a wider network of &gt;500 meadows enthusiasts to a formal charitable CIO entity. This sets Herefordshire Meadows on a much more secure footing; now governed by trustees to ensure that the wider public benefits continue in the long term.</li> </ul>
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#### **Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	The objective for the first year of the charity's existence was to deliver the projects that had started before the CIO was set up. And to take up new opportunities according to meadow advisory capacity. These ongoing projects supported a higher level of advisory and knowledge exchange activity and a greater area of meadow restoration than in 2021.22. This is considered to be a sustainable growth rate for the new charity's activities.
Performance of fundraising activities against objectives set	Para 1.41	There are no set fundraising objectives for the reporting period. Unsolicited donations were received as soon as the charity bank account was set up in October 2022. Herefordshire Meadows is now also registered with the Charities Aid Foundation (CAF) which can accept and process online donations on the charity's behalf.
	Para 1.41	NO financial investments are held

Investment performance against objectives		
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<ul style="list-style-type: none"> <li>- Donations received by Herefordshire Meadows for the financial period 2.3.22 to 5.4.23 total £37,138.00 and gift aid on these donations come to £920.00. Donations are higher than anticipated in the first year of the charity's existence due to the one off donation payment received from Kingspan Insulation Community Trust in addition to generous donations from members.</li> <li>- Meadow Project Income totalled £41,706.00, which had related expenditure of £31,366.00, showing that in the first year of charitable activities just over half of the income made in the year was generated from charity activities.</li> <li>- Herefordshire Meadows had a healthy bank balance at the end of the charity year, with few debtors and creditors being outstanding.</li> </ul>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The Trustees have yet to determine a reserves policy. A policy will be developed in the next reporting period with the aim to have minimum reserves to cover 3 months expenditure and insurance policy excess of £750 at all times.
Amount of reserves held	Para 1.22	This is the first financial year of the charity trading and the charity has generated reserves in the year ending 5.4.23 of £39,989.00.
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	There are currently no uncertainties. Herefordshire Meadows has project income for the 23.24 year already in place and project bids submitted with established partners for future work for 24.25 year.

### 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	Funds have been from project income for advisory work, for meadow restoration planning and implementation and for knowledge exchange and education events. Donations have been received from individuals and residual funds from Kingspan Insulation Community Fund which was wound up in December 2022 (Charity no 1116148).
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Investment policy and objectives including any social investment policy adopted	Para 1.46	The charity does not hold any financial investments.
A description of the principal risks facing the charity	Para 1.46	The Trustees are developing a risk management strategy to review the risks the charity may face, mitigate against them and minimise any potential impact on the charity within the financial constraints imposed by available funds.
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Herefordshire Meadows' constitution was last amended on 7 February 2022 using the "Association" model constitution of a Charitable Incorporated Organisation with voting members other than its charitable trustees. Under the constitution, the members have no liability to contribute to the assets of Herefordshire Meadows and no personal responsibility for settling its debts and liabilities.
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Herefordshire Meadows was incorporated as a charitable incorporated organisation by the Charity Commission on 2 March 2022
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	7 first trustees were selected in February 2022 from the former members of Herefordshire Meadows Countryside Stewardship Facilitation Funded discussion group who encouraged the formation of the CIO. In accordance with the constitution they will retire from office at the first AGM on 23 September 2023. They and other members can stand to be appointed so that there are between 5 and 11 trustees in total.

### 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	At present there are no formal policies and procedures for the induction and training of new trustees. New trustees are directed to the Charity Commission guidance on trustee duties, the Charity Governance Code. and "Charity trustee what's involved (CC3a). They receive a briefing from the Chair which gives the necessary information about the Charity, its charitable purpose, strategic objectives, the history of the charity and are given a copy of the Constitution.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The Trustees meet quarterly to manage the Charity's affairs. Such meetings are minuted and records kept indefinitely. The day-to-day management of the Charity is the responsibility of the Chair of Trustees, the Coordinator (Caroline Hanks, also Meadow Adviser) and Project Lead (Rory Johnson also Meadow Adviser), Fran Keogh, administrator and bookkeeper, Sue Holland Ecologist and Meadows adviser led the site survey, seed harvesting and donor site co-ordination until Feb 2022 when Carys Solman (Assistant Meadows adviser) took over. Matt Cobb is the seed harvesting contractor. The Chair and

		Trustees play a vital role in the development and running of the Charity particularly in this first year while charity governance, financial and project administrative and reporting systems have been set up.
Relationship with any related parties	Para 1.51	Herefordshire Meadows works in partnership with other local and national wildlife conservation charities, through partnership agreements, contracts and MOUs. Herefordshire Meadows provides advice and support for its members to access funding and education opportunities that deliver the charitable objectives. In 2022.23 year these have included Herefordshire Wildlife Trust, Plantlife, Wye and Usk Foundation, Wye Valley AONB, Herefordshire Rural Hub and BugLife.
Other		

## Reference and Administrative details

Charity name	Herefordshire Meadows
Other name the charity uses	N/A
Registered charity number	1198105
Charity's principal address	Warren Farm Brockhampton Park Bringsty Worcester WR6 5TB

## 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	James Ian Hawkins	Chair		
2	Lucinda Anne Lewis			
3	Andrew Michael Nixon			
4	Stuart Hedley			
5	Mark Jon Townsend Wood			
6	Julian Michael Partridge			
7	Lyn Beryl Langford			
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## 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		



## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	there are none
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
	There are none	

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

Herefordshire Meadows does not employ any staff. It uses self-employed contractors to deliver meadows advice and administer and manage the work of the charity on it's behalf. Caroline Hanks has overall responsibility as Co-ordinator of Herefordshire Meadows to report to, and work closely with, the Trustees. She is supported in this role by Rory Johnson, Project Lead.

## Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/A

## Other optional information

## Declarations

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

Signed on behalf of the charity's trustees

<b>Signature(s)</b>		
<b>Full name(s)</b>	James Ian Hawkins	Lyn Beryl Langford
<b>Position (eg Secretary, Chair, etc)</b>	CHAIR	TRUSTEE
<b>Date</b>	31.8.23	