



## **Chairman's Report 2023/4**

I am delighted to report on our many activities since the last AGM.

Core activities have been extremely well received and supported by our membership and through our new initiatives we are seeing a steady increase in awareness of the needs of the Harbour and our community involvement.

Our team of trustees have shouldered specific areas of responsibility and also rely on volunteer help to carry out their work. Please read their more detailed reports at the end of this report.

Here is how these work streams are organized:

Gavin Crick Oyster boat Terror  
Chris Harvey Events and Working parties  
Nigel Seymour Projects and funding  
Nicola McCarthy Membership  
Paul Dale Business memberships  
Charlotte Docherty Communications  
Sophie Robinson Outreach activities

Other trustees provide support for these areas.

Our core activities have been as busy as usual this year and have been well supported by our members.

Oyster boat Terror has seen a very busy and successful season, notwithstanding the difficult and unpredictable weather conditions. Ticket sales were up on last year but cancelled sailings meant many refunds and vouchers to be used at a later date were issued. She performed beautifully and gave many people a wonderful experience on the water. Thanks are due to Emsworth Yacht Harbour where she is moored and who provide endless help during the season.

Working Parties were actively supported by a moving population of around 70 people. Many pictures were taken of jolly crowds digging, clearing streams, removing brambles and a beach clean. The weather did not dampen their spirits one bit.

Our events team have run many innovative events this year, and not all of them in or around the Harbour. Often the events are over-subscribed so you need to be on the look-out for booking dates.

We again provided funding to the Harbour Conservancy Education team which helped to provide primary schools field trips and workshops held both inside the Centre in Dell Quay and out of doors.

The focus of our work outside these core activities this year has been on projects to aid Nature Recovery, increasing our membership, and raising our media profile.

We funded a live stream camera which is installed on one of the tern rafts. Whether the possibility of being on camera, or the fake tern roosting there attracted the terns we will never know, but we did have 40-48 common terns fledge from that raft this year which is wonderful.

We also installed a very special bird box in Emsworth Yacht Harbour to attract nesting and roosting. It surely provides 5-star accommodation. We plan to fund a camera in time for next season.

We have funding to install more static or mobile pumpouts in the Harbour to aid the quality of water in the Harbour and to encourage a greater awareness of the need to manage all foul water outputs into the Harbour.

The free pump out on the Conservancy pontoon will be more accessible to passing boats when the new pontoons are built and operational early next year.

We are keen to be involved in sea grass restoration but the current project has stalled due to lack of professional support, and we will be involved in the oyster project proposed in Emsworth.

We contributed to the restoration of Marina Farm which the Harbour Trust bought and recovered from dereliction. The working parties planted 2,500 trees in a good days work to help regenerate the habitat.

We have been and will continue to look for projects needing our help or funding both with CHC and other bodies.

Nature Recovery Needs People has become our strap line and is the focus of our membership campaign. Increasing our membership will raise awareness of the plight of the Harbour and will raise more funds we can use in restoration of the Harbour.

We have changed our annual renewal process to be a subscription-based process, allowing members to contribute small monthly or annual amounts (of their choosing) on a recurring basis.

We recognise that Chichester Harbour plays a dual role as both a treasured space for recreation and a vital ecological area. Our 'Sail Green' campaign promotes this message, highlighting that the enjoyment of the harbour's waters and landscapes is deeply connected to the success of all our conservation efforts.

In the coming year, we also plan to run fundraising and awareness events in collaboration with our business members. The focus will be on where leisure meets nature recovery. By integrating recreational activities with our nature recovery messaging, we aim to connect more people to the importance of preserving Chichester Harbour.

We have expanded our presence within the local community through a series of outreach events. At many of these events, we shared spaces with Chichester Harbour Conservancy, which proved to be a successful collaboration. These outreach efforts helped raise awareness of our nature recovery priority projects and demonstrate the tangible impact that members' contributions make.

Our business membership has grown to 26 companies and organisations, 12 of which have been recruited since the start of the year. New Business Members have been acknowledged with promotional spotlighting of their names and work. This marks a successful step in diversifying our membership and income sources. These partnerships present a unique opportunity to engage businesses in our conservation initiatives, broadening their impact on Chichester Harbour.

With Final Straw Foundation we co-sponsored the Sustainability and Environmental Award at the Chichester Chamber of Commerce and Industry awards for Chichester and Bognor Regis Businesses. This event is for the promotion and recognition of significant contributions made by businesses in the area. Refilled Chichester were the winners of this category for their exemplary green credentials.

The past year has seen our Communications and Outreach teams working more closely alongside each other to optimise the drive for increased membership/funding by outlining the new ways of supporting the Friends. We have also been working more closely with the Communications team at Chichester Harbour Conservancy for effective briefing of respective activities and dovetailing our messaging where relevant.

The website has been further upgraded in the past year. New features include a 'latest news' box on Home page, separately dedicated Public Membership and Business Membership pages, a rolling scroll of Business Members and a section for past newsletters.

The newsletters are now delivered every other month, rather than monthly. However, these have at times been interspersed with one-off updates.

Instagram continues to be the focus of social media activity with Facebook and X Friends' LinkedIn platforms.

We commissioned an artist in residence this year, Vernon Holt to paint a topic from the harbour in oils which will be auctioned to raise funds for Nature Recovery. You can see this on the wall at the meeting.

Finally, I would like to thank all the trustees who have worked diligently this year and have agreed to continue to do so to further our objectives and to keep the membership involved, informed and engaged. We are looking forward to 2024/25.

Heather Baker  
Chairman of Friends of Chichester Harbour



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From      Period start date 1.4.2023

Period end date 31.3.2024

**Charity name:** The Friends of Chichester Harbour

**Charity registration number:** 1201872 (incl 1051162)

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>To maintain and improve Chichester Harbour and its amenity area and protect and preserve the countryside and wildlife, to advance education of the public in relation to the harbour, and any other activities in support of the above objectives.</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>Support to Chichester Harbour Conservancy and other groups; through Grants and provision of volunteers.</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>In supporting grants, the Trustees have due regard for 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>The charity awards grants to support projects undertaken by the Conservancy and other bodies that meet the charity's aims detailed at para 1.17</b>
Policy on social investment including program related investment	Para 1.38	<b>n/a</b>
Contribution made by volunteers	Para 1.38	<b>Volunteers from the Friends are actively involved with the work of the Conservancy through; weekly Working parties; tasking of the Volunteer Rangers; the work of the Education Centre; and the Harbourwatch scheme</b>
Other		<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	<b>The Harbour Conservancy has 3 full-time paid rangers. The charity's main achievements are measured against projects undertaken by volunteers in support of the Rangers including: Footpath repairs; tree planting; scrub clearance; ragwort and knotweed clearance; and litter picking – tasks which are aimed at improving the environment for harbour users and, where appropriate, local landowners. In addition to the volunteering that directly increases the capacity of the Conservancy's Rangers, the Charity also makes financial grants to projects around the harbour undertaken by the Conservancy and other local groups.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

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

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>Overall voluntary net receipts: £60k Grants: £18k (Heritage lottery grants) Expenses (Newsletter; website; Oyster boat; Events) £18k Deficit - payments less receipts: £9k Cash at bank £132k</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>The charity holds reserves against a number of eventualities, including £5k maintenance for Oyster boat "Terror" and £14k West Wittering Benefit. "Pump out stations" lottery grant balance £7k, Conservancy Education Budget £50k, See Grass project £20k for future project expenditure.</b>
Amount of reserves held	Para 1.22	<b>£125k unrestricted: £7k restricted</b>
Reasons for holding zero reserves	Para 1.22	<b>n/a</b>
Details of fund materially in deficit	Para 1.24	<b>n/a</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>n/a</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>The main source of income are membership subscriptions. Return of the Terns, HLF grant received £18k for project work undertaken during the year.</b>
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	<b>(i) Reduction in membership subscriptions</b> <b>(ii) Reduction in commitment of volunteers</b>
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document ( <a href="#">trust deed</a> , <a href="#">royal charter</a> )	Para 1.25	<b>Constitution</b>
How is the charity constituted?	Para 1.25	<b>CIO</b>

(e.g unincorporated association, CIO)		
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	<b>The Constitution stipulates the number of Trustees (not less than 10 nor more than 12). Expressions of interest are sought from the membership and interviews undertaken by the Chairman/ Vice-chair. Any co-option is endorsed by the full Executive and confirmed at the next AGM</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>No training is undertaken. All new Trustees are briefed by the Chairman and supplied with a copy of the Constitution and relevant Executive minutes and Financial papers</b>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<b>The Charity is administered and managed in accordance with the Constitution by the members of the Executive Committee.</b>
Relationship with any related parties	Para 1.51	<b>A close relationship exists with the Chichester Harbour Conservancy, the statutory body responsible for the AONB. At the Executive level, the Manager of the AONB is invited to the Charity's quarterly Executive Committee meetings to report on the state of the AONB and to make project bids. At the practical level, the Conservancy's Rangers manage the ongoing Working group programme.</b>
Other		

### Reference and Administrative details

Charity name	The Friends of Chichester Harbour
Other name the charity uses	nil
Registered charity number	1201872 (incl 1051162)
Charity's principal address	c/o The Harbour Office, Itchenor, Chichester PO20 7AW

**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	Heather Baker	Chairman		
2	Robert Long	Vice-Chairman	Resigned September 2023	
3	Jim Lines	Treasurer/Vice-Chairman	Appointed July 2023	
4	Jamie Smith	Treasurer	Resigned October 2023	
5	Norman Payne	Secretary	Resigned October 2024	
6	Mike Lewis	Secretary	Resigned October 2023	
7	Chris Harvey	Events		
8	Charlotte Doherty	Communications		
9	Richard Sells		Resigned October 2023	
10	Phoebe Cooper		Resigned October 2024	
11	Gavin Crick			
12	Paul Dale			
13	Nigel Sullivan-Tailyour		Resigned June 2024	
14	Nicola McCarthy		Appointed July 2023	
15	Nigel Seymour		Appointed July 2023	
16	Sophie Robinson		Appointed April 2024	
17	Thomas Reding		Appointed June 2024	
18				
19				
20				

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

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]



## Funds held as custodian trustees on behalf of others

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

### Additional information (optional)

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

Type of adviser	Name	Address

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

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information

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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	J M W Lines	
Full name(s)	Jim Lines	
Position (eg Secretary, Chair, etc)	Treasurer	
Date	28 January 2025	



## The Friends of Chichester Harbour

### Receipts and Payments for the Year to 31st March 2024

Charity Number 1201872 (incorporating 1051162)

	Year to <b>31.3.2024</b> FY24			Year to <b>31.3.2023</b> FY23		
	Unrestricted	Restricted	TOTAL	Unrestricted	Restricted	TOTAL
<b>A1 Receipts</b>						
<b>a) Voluntary Sources</b>						
Annual Subscriptions	£ 21,988	£	21,988	£ 23,867	£	23,867
Life Subscriptions	£ -	£	-	£ 540	£	540
Donations under £100	£ 2,457	£	2,457	£ 1,781	£	1,781
Donations over £100	£ 2,310	£	2,310	£ 1,750	£	1,750
Corporate Subscriptions	£ 3,525	£	3,525	£ 1,325	£	1,325
Legacies	£ 10,708	£	10,708	-	-	-
Events	£ 2,993	£	2,993	£ 2,180	£	2,180
Terror Tickets	£ 9,425	£	9,425	£ 10,400	£	10,400
Income tax GAD rebate	£ 6,963	£	6,963	£ 6,200	£	6,200
<b>Total from Voluntary Sources</b>	£ 60,369	£	<b>60,369</b>	£ 48,043	£	<b>48,043</b>
<b>b) Grants Received</b>						
Heritage Lottery Fund - Return of the Tern		£ 18,230	£ 18,230		£ 84,567	£ 84,567
National Lottery Community Fund - Pump Out Stations		£ -	£ -		£ 9,990	£ 9,990
<b>Total from Grants Received</b>		£ 18,230	£ <b>18,230</b>		£ 94,557	£ <b>94,557</b>
<b>c) Assets</b>						
Bank Interest	£ 581	£ -	£ 581	£ 586	£ 42	£ 628
<b>Total from Assets</b>	£ 581	£ -	£ <b>581</b>	£ 586	£ 42	£ <b>628</b>
<b>Total Income</b>	£ 60,950	£ 18,230	£ <b>79,180</b>	£ 48,629	£ 94,599	£ <b>143,228</b>
<b>A2 Payments</b>						
<b>a) Grants</b>						
Chichester Harbour Conservancy	£ 29,232	£	29,232	£ 20,500	£	20,500
Other - Marina Farm	£ 5,000	£	5,000	£ 3,880	£	3,880
<b>Total Grants</b>	£ 34,232	£	<b>34,232</b>	£ 24,380	£	<b>24,380</b>
<b>b) Expenses</b>						
Newsletter	£ 1,089	£	1,089	£ 596	£	596
Social media, New website and communications	£ 12,548	£	12,548	£ 3,587	£	3,587
Accounting and administration	£ 4,287	£	4,287	£ 3,301	£	3,301
Insurance	£ 271	£	271	£ 396	£	396
AGM	£ 622	£	622	£ 504	£	504
Sundry Expenses	£ -	£	-	£ 69	£	69
Independent examination	£ 540	£	540	£ 540	£	540
Paypal and bank charges	£ 485	£	485	£ 324	£	324
	£ 19,842	£	<b>19,842</b>	£ 9,317	£	<b>9,317</b>
Events/Marketing	£ 1,431	£	1,431	£ 1,581	£	1,581
Terror Operating Costs	£ 8,690	£	8,690	£ 7,755	£	7,755
Pump Out Project costs		£ 3,354	£ 3,354		£ -	£ -
Return of the Tern		£ 20,232	£ 20,232		£ 179,474	£ 179,474
	£ 10,121	£ 23,586	£ <b>33,707</b>	£ 9,336	£ 179,474	£ <b>188,810</b>
<b>Total Expenses</b>	£ 64,195	£ 23,586	£ <b>87,781</b>	£ 43,033	£ 179,474	£ <b>222,507</b>
<b>Charitable surplus / (deficit)</b>	£ (3,245)	£ (5,356)	£ <b>(8,601)</b>	£ 5,596	£ (84,875)	£ <b>(79,279)</b>



## The Friends of Chichester Harbour

### Statement of Assets & Liabilities at 31st March 2024

Charity Number 1201872 (incorporating 1051162)

	31.3.2024 FY24	31.3.2023 FY23
<b>Charitable Funds</b>		
Return of the Tern	£ -	£ 2,045.00
Lottery Community Fund	£ 6,636.00	£ 9,990.00
<b>Restricted Funds</b>	<b>£ 6,636.00</b>	<b>£ 12,035.00</b>
<b>Designated Funds</b>		
Return of the Tern	£ -	£ -
Conservancy Education Fund	£ 50,000.00	£ -
Sea Grass & Oyster bed projects	£ 20,000.00	£ -
Terror Exceptional Maintenance	£ 5,000.00	£ 5,000.00
West Wittering Village	£ 13,735.00	£ 13,735.00
<b>Designated Funds</b>	<b>£ 88,735.00</b>	<b>£ 18,735.00</b>
<b>General Funds C/Forward</b>	<b>£ 36,141.00</b>	<b>£ 109,343.00</b>
<b>Total Funds</b>	<b>£ 131,512.00</b>	<b>£ 140,113.00</b>

### Assets

CASH at bank	£ 131,512.00	£ 140,113.00
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Signature

*Jim Lines*

Full name

Jim Lines

Position

Treasurer

Date

28 January 2025

# The Friends of Chichester Harbour

UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

## INDEPENDENT EXAMINER'S REPORT

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### INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF The FRIENDS OF CHICHESTER HARBOUR

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2024.

#### Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

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

#### Independent examiner's statement

I have completed my examination. I confirm that no material 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 charity as required by section 130 of the Act; or
2. the accounts do not accord with those records

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.



Geoffrey Frost BSc(Hons) FCA  
For and on behalf of Blue Spire Limited

Date 29 January 2025

Cawley Priory  
South Pallant  
Chichester  
West Sussex  
PO19 1SY

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