



**Plummer Parsons**  
Chartered Accountants

Charity Registration No. 205245

**THE FRIENDS OF ASHDOWN FOREST**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2021**

Chartered Accountants  
& Statutory Auditor

# THE FRIENDS OF ASHDOWN FOREST

## LEGAL AND ADMINISTRATIVE INFORMATION

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### Committee Members

Mrs P Arnold (Chairman)  
Mrs H Randall (Vice Chair)  
Mr N Lovett (Treasurer)  
Mr J Sharp  
Mrs J Wirdnam (Secretary)  
Mrs R Marriott  
Mrs S Taylor  
Mrs P Wilson  
Mrs D Barber MBE

### Charity number

205245

### Principal address

Ashdown Forest Centre  
Wych Cross  
Forest Row  
East Sussex  
RH18 5JP

### Independent examiner

Nicholas Brown FCA DChA BFP  
18 Hyde Gardens  
Eastbourne  
East Sussex  
BN21 4PT

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# THE FRIENDS OF ASHDOWN FOREST

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# THE FRIENDS OF ASHDOWN FOREST

## COMMITTEE MEMBERS' REPORT

### FOR THE YEAR ENDED 30 JUNE 2021

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The committee members present their report and financial statements for the year ended 30 June 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the society's [governing document], the Charities Act 2011 and "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)".

#### Objectives and activities

The society's objects as laid down in the constitution are:-

- By voluntary effort to assist in the conservation of Ashdown Forest and the implementation of the charitable purpose of the Forest Act;
- to provide funds for the purpose of supplementing in such manner as the Society think fit the resources available to the Board of Conservators; and
- to encourage interest in the conservation, maintenance, preservation and peaceful enjoyment of the Forest by such means as the Society thinks fit.

The policies adopted in furtherance of these objects are to publicise the existence of the Society by whatever means are thought fit and to raise funds by way of donations, subscriptions and legacies and there has been no change in these during the year.

The committee members have paid due regard to guidance issued by the Charity Commission in deciding what activities the society should undertake regarding public benefit.

#### Achievements and performance

The committee have continued to work, in a wholly voluntary capacity, to represent your interests in assisting the conservation, preservation and educational aspects of Ashdown Forest.

During this financial year, we have continued to support the funding of the Forest Centre Educational Programme. The academic year September 2020 to July 2021 was a challenging one for the Education Team because of Covid-19. School visits were concentrated in the autumn and summer terms, in between lockdowns. Local schools which could use parents to transport the children to the Forest Centre made up the bulk of the visits. Despite the pandemic and lockdown, numbers of children engaged in the outdoor sessions remained remarkably high given the circumstances and were greatly valued by the children, teachers and parents.

#### Financial review

The results for the year show a surplus of £5,216 before movements on fixed asset investments (2020: £14,217). Taking into account realised and unrealised gains on investment assets, the overall net movement in funds for the year was a surplus of £26,901 (2020: £21,188).

The Trustees consider that it is sufficient to maintain a reserves policy equal to 6 months or the Charity's normal expenditure, this is estimated to be around £10,500. At the year end the free reserves totalled £50,068, being more than the reserves policy. The Trustees plans to utilise this excess of free reserves in the coming period.

The committee members have assessed the major risks to which the society is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

# THE FRIENDS OF ASHDOWN FOREST

## COMMITTEE MEMBERS' REPORT (CONTINUED)

**FOR THE YEAR ENDED 30 JUNE 2021**

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### **Plans for the future**

The demands on the Friends are likely to remain for the foreseeable future and our mission is to continue to support the Conservators where we can in these financially uncertain times. Over the years we have considered a prime purpose of the Friends is to finance the purchase of suitable land within the Pale to add back to the Forest, but in the light of recent funding cuts to the Forest and the pressures on their staff team, we shall not be actively seeking opportunities to purchase land in the near future. We shall continue to support the Forest Centre Education Programme and this remains a priority. We are engaging with the Board of Conservators to discuss their priorities and other opportunities to help fund their work.

### **Structure, governance and management**

The society was established by a charitable trust deed on 2nd December 1961.

The committee members who served during the year were:

Mrs P Arnold (Chairman)

Mrs H Randall (Vice Chair)

Mr N Lovett (Treasurer)

Mr J Sharp

Mr E Thomas

(Resigned 30 September 2020)

Mrs J Wirdnam (Secretary)

Mrs R Marriott

Mrs S Taylor

Mrs P Wilson

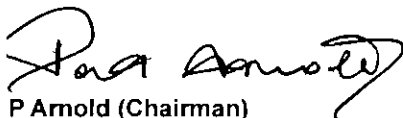
Mrs D Barber MBE

The former Chairman Mr D T Streeter remains President of the Friends in recognition of contribution over the years.

Appointments of the honorary officers were made at the AGM held on 16 November 2017 with Mrs P Arnold being re-appointed as Chairman, Mr N Lovett re-appointed as Treasurer, Mrs H Randall appointed as Vice Chairman and Mrs J Wirdnam re-appointed as Secretary.

The committee consists of The Officers (Chairman, Vice Chairman, Secretary and Treasurer) and not more than nine other persons. A member of the committee serves for three years. One third of the committee retires annually by rotation. To be a committee member one must be a member of the Society.

The committee members' report was approved by the Board of Committee Members.



**Mrs P Arnold (Chairman)**

Committee member

Dated: 13 October 2021

# THE FRIENDS OF ASHDOWN FOREST

## INDEPENDENT EXAMINER'S REPORT

### TO THE COMMITTEE MEMBERS OF THE FRIENDS OF ASHDOWN FOREST

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I report to the committee members on my examination of the financial statements of The Friends of Ashdown Forest (the society) for the year ended 30 June 2021.

#### **Responsibilities and basis of report**

As the committee members of the society you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the society's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the financial statements present a 'true and fair view' and the report is limited to those matters set out in the next statement.

#### **Independent examiner's statement**

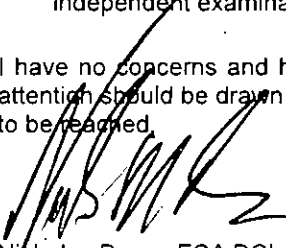
Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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 society as required by section 130 of the 2011 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 accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.



Nicholas Brown FCA DChA BFP

18 Hyde Gardens  
Eastbourne  
East Sussex  
BN21 4PT

Dated: 11/11/21

# THE FRIENDS OF ASHDOWN FOREST

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 30 JUNE 2021

	Notes	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
<b><u>Income from:</u></b>							
Donations and legacies	3	26,226	-	26,226	23,999	-	23,999
Investments	4	6	-	6	88	-	88
<b>Total income</b>		<b>26,232</b>	<b>-</b>	<b>26,232</b>	<b>24,087</b>	<b>-</b>	<b>24,087</b>
<b><u>Expenditure on:</u></b>							
Raising funds	5	5,700	-	5,700	3,112	-	3,112
Charitable activities	7	15,316	-	15,316	6,758	-	6,758
<b>Total resources expended</b>		<b>21,016</b>	<b>-</b>	<b>21,016</b>	<b>9,870</b>	<b>-</b>	<b>9,870</b>
Net gains/(losses) on investments	11	21,685	-	21,685	6,971	-	6,971
<b>Net movement in funds</b>		<b>26,901</b>	<b>-</b>	<b>26,901</b>	<b>21,188</b>	<b>-</b>	<b>21,188</b>
Fund balances at 1 July 2020		165,020	388	165,408	143,832	388	144,220
<b>Fund balances at 30 June 2021</b>		<b>191,921</b>	<b>388</b>	<b>192,309</b>	<b>165,020</b>	<b>388</b>	<b>165,408</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

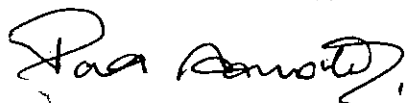
# THE FRIENDS OF ASHDOWN FOREST

## STATEMENT OF FINANCIAL POSITION

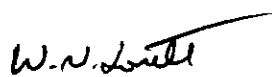
AS AT 30 JUNE 2021

	Notes	2021 £	£	2020 £	£
<b>Fixed assets</b>					
Investments	12		141,853		120,167
<b>Current assets</b>					
Trade and other receivables	13	6,654		3,193	
Cash at bank and in hand		45,032		43,242	
		51,686		46,435	
<b>Current liabilities</b>	14	(1,230)		(1,194)	
Net current assets			50,456		45,241
<b>Total assets less current liabilities</b>			192,309		165,408
<b>Income funds</b>					
Restricted funds	15		388		388
Unrestricted funds			191,921		165,020
			192,309		165,408

The financial statements were approved by the Committee Members on 13 October 2021



Mrs P Arnold (Chairman)  
Trustee



Mr N Lovett (Treasurer)  
Trustee



# THE FRIENDS OF ASHDOWN FOREST

## STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 30 JUNE 2021

	Notes	2021 £	£	2020 £	£
<b>Cash flows from operating activities</b>					
Cash generated from operations	18		1,784		11,222
<b>Investing activities</b>					
Investment income received		6		88	
<b>Net cash generated from investing activities</b>			6		88
<b>Net cash used in financing activities</b>			-		-
<b>Net increase in cash and cash equivalents</b>			1,790		11,310
Cash and cash equivalents at beginning of year			43,242		31,932
<b>Cash and cash equivalents at end of year</b>			45,032		43,242

# THE FRIENDS OF ASHDOWN FOREST

## NOTES TO THE FINANCIAL STATEMENTS

**FOR THE YEAR ENDED 30 JUNE 2021**

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### **1 Accounting policies**

#### **Charity information**

The Friends of Ashdown Forest is a charitable trust. The principal address is Ashdown Forest Centre, Wych Cross, Forest Row, East Sussex, RH18 5JP.

#### **1.1 Accounting convention**

The accounts have been prepared in accordance with the society's trust deed, the Charities Act 2011 and "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)" (as amended for accounting periods commencing from 1 January 2016). The society is a Public Benefit Entity as defined by FRS 102.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the society. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

#### **1.2 Going concern**

At the date of this report, there exists considerable uncertainty regarding the potential impact of the Coronavirus and the economic consequences, both within the U.K. and overseas, which may result from government policies to contain the spread. The duration and geographical extent of any possible lockdown or future government policies are unknown. Whilst we are unable to predict what the economic consequences may be and the impact on the charity's future ability to continue trading, we have continued to use the going concern basis as appropriate in the preparation of these accounts.

#### **1.3 Charitable funds**

Unrestricted funds are available for use at the discretion of the committee members in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

#### **1.4 Income**

Income is recognised when the society is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the society has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the society has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

Income from sale of items such as DVD's is recognised on receipt.

# THE FRIENDS OF ASHDOWN FOREST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2021

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### 1 Accounting policies

(Continued)

Income received from HM Revenue & Customs relating to Gift Aid is recorded when it is received. This is due to the uncertainty around when a Gift Aid return will be completed and filed after the donation is received.

#### 1.5 Expenditure

Expenditure is recognised on an accruals basis when the liability is incurred.

Charitable expenditure comprises those costs incurred by the charity in pursuit of its charitable objectives.

Both Support and Governance costs are recharged to the main activity and form part of charitable expenditure with a separate analysis being provided in the notes. Governance costs include those costs associated with meeting the statutory requirements of the charity and include independent examination fees and costs linked to the strategic management of the charity.

All costs include non-recoverable VAT.

#### 1.6 Non-current investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

#### 1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.8 Financial Instruments

The society has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the society's balance sheet when the society becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

##### **Basic financial assets**

Basic financial assets, which include trade and other receivables and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

# THE FRIENDS OF ASHDOWN FOREST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2021

### 1 Accounting policies

(Continued)

#### **Basic financial liabilities**

Basic financial liabilities, including trade and other payables and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade payables are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade payables are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

#### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the society's contractual obligations expire or are discharged or cancelled.

### 2 Critical accounting estimates and judgements

In the application of the society's accounting policies, the committee members are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

### 3 Donations and legacies

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Donations and gifts	26,226	21,499
Legacies receivable	-	2,500
	<u>26,226</u>	<u>23,999</u>
<b>Donations and gifts</b>		
Donations	15,914	15,216
Gift Aid	3,461	3,000
Other	6,851	3,283
	<u>26,226</u>	<u>21,499</u>

# THE FRIENDS OF ASHDOWN FOREST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2021

### 4 Investments

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Interest receivable	6	88

### 5 Raising funds

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
<u>Fundraising and publicity</u>		
Newsletter printing and postage	5,700	3,112
	<u>5,700</u>	<u>3,112</u>

### 6 Charitable activities

	2021	2020
	£	£
Grant funding of activities (see note 7)	11,821	4,619
Share of support costs (see note 8)	2,267	913
Share of governance costs (see note 8)	1,228	1,226
	<u>15,316</u>	<u>6,758</u>

### 7 Grants payable

	2021	2020
	£	£
Grants to institutions:		
Education & school travel	5,869	4,619
Friends wood	1,320	-
Replacement radio	4,632	-
	<u>11,821</u>	<u>4,619</u>

# THE FRIENDS OF ASHDOWN FOREST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2021

### 7 Grants payable (Continued)

### 8 Support costs

	Support costs	Governance costs	2021	Support costs	Governance costs	2020
	£	£	£	£	£	£
Printing, postage and stationery	1,165	-	1,165	581	-	581
Insurance and fee	232	-	232	232	-	232
Website costs	870	-	870	-	-	-
Miscellaneous expenses	-	-	-	100	-	100
Accountancy	-	1,228	1,228	-	1,226	1,226
	<u>2,267</u>	<u>1,228</u>	<u>3,495</u>	<u>913</u>	<u>1,226</u>	<u>2,139</u>
Analysed between Charitable activities	<u>2,267</u>	<u>1,228</u>	<u>3,495</u>	<u>913</u>	<u>1,226</u>	<u>2,139</u>

Governance costs includes payments to the independent examiners of £504 (2020- £504) for independent examination fees, and £724 (2020- £722) for other services.

### 9 Committee Members

None of the committee members (or any persons connected with them) received any remuneration or reimbursements during the year.

During the year the charity paid £232 (2020- £232) towards charity insurance, which included Trustee indemnity insurance.

The total aggregate amount of donations received (without conditions) from the Trustees amounted to £408 (2020- £408).

### 10 Employees

The average monthly number of employees during the year was:

	2021 Number	2020 Number
Total	<u>-</u>	<u>-</u>

# THE FRIENDS OF ASHDOWN FOREST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2021

### 11 Net gains/(losses) on investments

	Unrestricted funds	Unrestricted funds
	2021 £	2020 £
Revaluation of investments	21,685	6,971

### 12 Fixed asset investments

	Unlisted investments £
<b>Cost or valuation</b>	
At 1 July 2020	120,167
Valuation changes	21,686
At 30 June 2021	141,853
<b>Carrying amount</b>	
At 30 June 2021	141,853
At 30 June 2020	120,167

### 13 Trade and other receivables

	2021 £	2020 £
<b>Amounts falling due within one year:</b>		
Other receivables	6,461	3,000
Prepayments and accrued income	193	193
	6,654	3,193

### 14 Current liabilities

	2021 £	2020 £
Accruals and deferred income	1,230	1,194

# THE FRIENDS OF ASHDOWN FOREST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2021

### 15 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds		Movement in funds		
	Balance at 1 July 2019	Incoming resources	Balance at 1 July 2020	Incoming resources	Balance at 30 June 2021
	£	£	£	£	£
Chelwood Vachery	388	-	388	-	388

The fund labelled Chelwood Vachery consists of amounts received with the restricted purpose of reclaiming and improving an area of Ashdown Forest known by this name.

### 16 Analysis of net assets between funds

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
Fund balances at 30 June 2021 are represented by:						
Investments	141,853	-	141,853	120,167	-	120,167
Current assets/ (liabilities)	50,068	388	50,456	44,853	388	45,241
	<u>191,921</u>	<u>388</u>	<u>192,309</u>	<u>165,020</u>	<u>388</u>	<u>165,408</u>

### 17 Related party transactions

There were no disclosable related party transactions during the year (2020 - none).

### 18 Cash generated from operations

	2021 £	2020 £
Surplus for the year	26,901	21,188
Adjustments for:		
Investment income recognised in statement of financial activities	(6)	(88)
Fair value gains and losses on investments	(21,685)	(6,971)
Movements in working capital:		
(Increase) in trade and other receivables	(3,462)	(3,000)
Increase in trade and other payables	36	93
<b>Cash generated from operations</b>	<u>1,784</u>	<u>11,222</u>



## THE FRIENDS OF ASHDOWN FOREST

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

*FOR THE YEAR ENDED 30 JUNE 2021*

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**19 Analysis of changes in net funds**

The society had no debt during the year.