

# CAMPAIGN TO PROTECT RURAL ESSEX

## Trustees' Annual Report for the year ended 31st March 2020

### Reference and Administration details

The Campaign to Protect Rural Essex also operates under the abbreviated name “CPREssex”.

CPREssex' registered **Charity Number** is 1094178 and registered **Company Number** is 4536412

#### The Registered Address is

RCCE House, Threshelfords Business Park, Inworth Rd, Feering, Colchester, CO5 9SE.

**The Trustees** (who also are the directors of the Company) during the period since 1 April 2019 were:

Mr D N Knight - Chairman

Mrs P Moxey - Vice Chairman

Mr J R Bloxsome

Mr E J Dixon

Mrs J I Hinds

Mr J Palombi

Mr B E R Rope (appointed at AGM on 5 October 2019)

Mrs R M Turner (retired at the AGM on 5 October 2019)

Mrs T Petra Ward

The Trustees are the members of the elected Executive Committee and are appointed or re-appointed at each Annual General Meeting of CPREssex.

During the year £551 was paid to Trustees solely in repayment of expenses incurred on behalf of CPREssex or its district groups.

**The Volunteer Operations Manager** is Liz Lucas and the Executive is extremely grateful for her support during the year.

### Bankers

CAF Bank, Kings Hill, West Malling, Kent, ME19 4TA

National Westminster Bank plc, 8 The Vineyards, Great Baddow, Essex, CM2 7QR

Nationwide Building Society, Moulton Park, Northampton, NN3 6NW

### Independent Examiner

Mrs Janet E Stobart FCCA, 11 Sherwood Way, Feering, Essex, CO5 9LJ.

### Structure, Governance and Management

**CPREssex** is constituted as a Company limited by guarantee and is governed under Articles of Association adopted on 16 December 2011.

CPREssex is the Essex branch of The Campaign to Protect Rural England – **CPRE** - (registered Charity number 1089685).

Trustees are selected by the members of the Executive Committee, after seeking volunteers, and appointed by the members at the Annual General Meeting.

## **Objectives and Activities**

The **objectives** of CPREssex are to promote and encourage, for the benefit of the public, the improvement and protection of the Essex countryside and its towns and villages, and the better development of the rural environment.

### **How CPREssex operates**

The members of CPREssex are those members of CPRE who live in Essex. CPREssex has approximately 650 individual members and also about 100 corporate members (parish councils and local amenity groups).

Many of CPREssex' activities are carried out by District Groups. Our aim is to have such Groups based in each of the local authority districts in the county - Basildon, Braintree, Brentwood, Chelmsford and Castle Point, Colchester, Epping Forest, Harlow, Rochford, Southend, Tendring, Thurrock and Uttlesford.

In order to fulfil its objectives, CPREssex is actively involved in monitoring planning applications, including local authority Development Plans, proposals for new roads including a further Thames Crossing, mineral extractions and waste management. It also engages in discussions with officers of District and County Council planning departments who seek the views of CPREssex.

The trustees, in making decisions about CPREssex activities, have had due regard to the Charity Commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant.

CPREssex is one of the county branches which together form CPRE East of England Regional Group, the others being Bedfordshire, Cambridgeshire, Hertfordshire, Norfolk and Suffolk.

### **Review of Financial Activity.**

The Statement of Financial Activities shows a net deficit before investment gains or losses of £4,460, compared with a deficit of £1,833 in 2018-19. There was an overall reduction in the value of investments of £7,724 as a result of the substantial falls in markets in response to the economic impact of the Corona virus. (In 2018-19 investments gained in value by £1,884.)

Two donations were made from the Mill fund during the year: £1,400 was given to Alderford Mill in Sible Hedingham and £500 to Bocking Mill.

As explained in last year's Report, following a review of investment policy the Trustees agreed to invest a total of £40,000 in a lifestyle bond-equity fund managed by Vanguard Global Advisers. The investment was made in three tranches during the financial year.

At 31 March 2020 there was a balance of £153,976 on the General Fund, including investments of £56,665. The Mill Fund had a balance of £8,276.

The reserves (the General Fund) are used to fund any excess of expenditure over income (incurred by the employment of staff, or otherwise). This practice will be continued until the General Fund seems likely to fall to the equivalent of 9 months expenditure within the following 6 months. At this point steps must be taken by the Executive to cut costs to a level that ensures that expenditure can be met from cash receipts, so that no further demands are made on the General Fund.

This policy will be reviewed by the Executive Committee from time to time.

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**STATEMENT OF FINANCIAL ACTIVITIES**  
**(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)**  
**FOR THE YEAR ENDED 31ST MARCH 2020**

	Note	Unrestricted Funds £	Restricted Funds £	Total 2019/20 £	Total 2018/19 £
<b>INCOME</b>					
From voluntary sources					
Subscriptions		16,555	0	16,555	17,011
Donations					
Legacy		0	0	0	3,697
Patrons Club		2,500	0	2,500	2,500
Other donations		622	0	622	1,311
Other Income		63	0	63	775
From assets					
Bank interest		449	0	449	403
Total Income		20,189	0	20,189	25,697
<b>EXPENDITURE</b>					
Promotional activities					
Communications advice		10,487	0	10,487	9,401
Member communications & Website		926	0	926	935
Other expenditure					
Development officer		0	0	0	5,473
Planning Advice		6,570	0	6,570	6,642
Premises & Insurance		1,269	0	1,269	1,269
Computer Support & Telecomms		1,236	0	1,236	1,492
Copying, Postage & Stationery		3	0	3	177
Trustees' Expenses		551	0	551	875
Room Hire		378	0	378	388
Other payments					
Regulatory & Financial Fees		844	0	844	685
Subscriptions & Admin Costs		485		485	193
Donations			1,900	1,900	
Total Payments		22,749	1,900	24,649	£27,530
Net Income before investment gains and losses		-2,560	-1,900	-4,460	-1,833
Decrease or Increase in the					
Value of Investments	3	-6,440	-1,284	-7,724	1,884
TOTAL FUNDS BROUGHT FORWARD		162,976	11,460	174,436	174,385
TOTAL FUNDS CARRIED FORWARD		£153,976	£8,276	£162,252	£174,436

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**BALANCE SHEET AT 31ST MARCH 2020**

	Note	2020	2019
		£	£
INVESTMENTS	2	64,941	32,824
<b>CURRENT ASSETS</b>			
Cash at Bank			
CafCash cheque account		2,317	1,795
CafCash Gold account		41,867	84,659
Nationwide account		55,682	55,321
Nat West		354	1,992
Prepayments and receivables		<u>788</u>	<u>0</u>
		101,008	143,767
<b>LESS CREDITORS</b>			
Amounts due within one year		<u>3,697</u>	<u>2,155</u>
		97,311	141,612
<b>TOTAL ASSETS</b>		<u>£162,252</u>	<u>£174,436</u>
<b>FUNDS</b>			
Unrestricted		153,976	162,976
Restricted	3	<u>8,276</u>	<u>11,460</u>
		<u>£162,252</u>	<u>£174,436</u>

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts

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

Signature

DN Knight  
Chairman

Signature

JR Bloxsome  
Treasurer



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**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2020**

**1 ACCOUNTING POLICIES**

**Basis of Preparation of Accounts**

The financial statements have been prepared under the historical cost convention, as modified by the revaluation of investments measured at market value. The financial statements have been prepared in accordance with the Financial Reporting Standards for Smaller Entities and the requirements of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (SORP 2015)

**Cash Flow Statement**

The trustees have taken advantage of the exemption in Financial Reporting Standard No 1 (revised) from including a cash flow statement in the financial statements on the grounds that the company is small

**Tangible Fixed Assets**

Tangible Fixed Assets costing at least £250 are capitalised on the following basis

Rates of depreciation:

Office Equipment	20% straight line basis
IT Equipment	written off in year of purchase

A full year's depreciation is charged in the year of purchase

**Fund Accounting**

Funds held by the charity are either:

Unrestricted Funds	These are funds which can be used in accordance with the charitable objects at the discretion of the trustees.
Restricted Funds	These 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.

**Income**

Income and donations are accounted for as received by the charity.

**Value Added Tax**

Value Added Tax is not recoverable by the charity and, as such, is included in the relevant costs in the Statement of Financial Activities

**Expenditure**

Expenditure is recognised when a liability is incurred.

## 2 INVESTMENTS

The charity holds two investments:

	Unrestricted	Restricted	Total
Accumulation units in the Equities Investment Fund for Charities (Charifund) managed by M&G Investments	18,602	8,276	26,878
Accumulation units in the Vanguard Life Strategy 40% Equity Fund	38,063		38,063
	<b>£56,665</b>	<b>£8,276</b>	<b>£64,941</b>
	Unrestricted	Restricted	Total
Value at 31st March 2019	21,364	11,460	£32,824
Purchases (Sales) in the year	41,900	-1,900	£40,000
Fes paid by sale of units	-159		-£159
Decrease in market value	-6,440	-1,284	-£7,724
Value at 31 March 2020	<b>£56,665</b>	<b>£8,276</b>	<b>£64,941</b>

## 3 RESTRICTED FUNDS

The Restricted Fund is for donations to support mills in Essex.

During the year, Donations were made to:

Alderford Mill	1,400.00
Bocking Mill	500.00
	<b>£1,900.00</b>