



Herts and
Middlesex

HERTFORDSHIRE AND MIDDLESEX WILDLIFE TRUST LIMITED

(A company limited by guarantee)

Company Registration Number 816710

Charity Number 239863

TREASURERS' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31 MARCH 2020

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HERTFORDSHIRE AND MIDDLESEX WILDLIFE TRUST LIMITED

LEGAL AND ADMINISTRATIVE INFORMATION

| | |
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| Honorary President | Sir Simon Bowes-Lyon, KCVO |
| Honorary Vice President | Robert Wilson |
| Council of Management (Trustees) | Olivia Bertham Andy Brown (retired at AGM September 2019) Dr Veronica Edmonds-Brown (Vice Chairman) Keith Cotton Peter Delaloye (retired at AGM September 2019) Clive Hinds (Treasurer) Jackie Hunter (appointed at AGM September 2019) Amy Jankiewicz (appointed at AGM September 2019) Paul Knutson Sarah Kohl Michael Master (Chairman) Andrew Woods |
| Chairman, Finance & Resources Committee | Clive Hinds |
| Chairman, Conservation, Community & Education Committee | Dr Veronica Edmonds-Brown |
| Chairman, Health & Safety Committee | Sarah Kohl |
| Chief Executive | Lesley Davies |
| Senior Management Team | Sally Clark, Finance Manager Dr Tom Day, Head of Living Landscapes Emma Norrington, Head of Fundraising & Communications Becky Vernon-Clinch, Business Support Manager (Maternity Leave, returned May 2019) Simone Deans, Business Support Manager (Maternity Leave cover up to October 2019) |
| Auditor | Mazars LLP, The Pinnacle, 160 Midsummer Boulevard, Milton Keynes, MK9 1FF |
| Solicitors | Longmores, 24 Castle Street, Hertford, SG141HP |
| Bankers | Barclays Bank, 1 Churchill Place, London, E14 5HP |
| Registered office and principal address | Grebe House, St Michael's Street, St Albans, AL3 4SN |
| Charity number | 239863 |
| Company number | 816710 |

HERTFORDSHIRE AND MIDDLESEX WILDLIFE TRUST LIMITED

INTRODUCTION FROM THE CHAIRMAN

The Trustees, who are also the Directors, of Hertfordshire and Middlesex Wildlife Trust Limited (“the Trust”) are pleased to present their report and financial statements for the year ended 31 March 2020.

On behalf of the Trustees I would like to express my thanks to all our Members, volunteers, advocates, financial supporters and our staff team for enabling the Trust to create a better future for wildlife. The Trust simply could not make the difference it does to wildlife without this support.

With over 23,000 Members, the Trust has a powerful local voice enabling us to stand up for wildlife. The many hundreds of volunteers are critical to the Trust. We cannot name all our volunteers in this report as there are so many people involved but our thanks goes to each and every person for their varied and important work. The Trust relies upon securing financial support additional to our membership income and we are very grateful for all the individual donations, grants, legacies and sponsorships we receive.

The year began with the, then, President of the Wildlife Trusts Tony Juniper giving a talk on ‘Whether the UK can be a world leader in a Wilder Future’ at the University of Hertfordshire, and ended with the launch of the Hertfordshire State of Nature report in March which will help shape priorities for nature conservation and for the Trust. We have continued to manage and develop our nature reserves for wildlife and people, and have worked with partners across our area to manage their land, advise on how it can be improved for nature and to run community engagement activities. Our events programme and communications reach grew again and played a vital role in inspiring people to care about wildlife. We have made the case for the full and proper consideration of wildlife in the planning process and in the High Speed Two plans, alongside joining the national campaign for new environmental legislation post Brexit to provide robust protection for wildlife.

Sadly however, the year also ended with the Coronavirus19 pandemic. For the Trust this meant major changes to respond to the government guidance in March including the cessation of all volunteering, a huge reduction in work on our nature reserves and the cancellation of our events programme. We are concerned about the impact this will have on our ability to recruit new members, and this makes the support of our existing membership all the more important.

Our ongoing work to address the ecological and climate crisis becomes more pressing every year, now made more complex by the need, and ability, to help society recover from these unprecedented circumstances.

The ongoing support of our Members, partners and grant funders has become all the more important as we strive to ensure that Herts & Middlesex has a Wilder Future.

Mike Master

Mike Master (Jul 28, 2020 11:29 GMT+1)

.....
Mike Master
Chairman

HERTFORDSHIRE AND MIDDLESEX WILDLIFE TRUST LIMITED

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2020

STRUCTURE, GOVERNANCE AND MANAGEMENT

Public Benefit

The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit.

Charity and company limited by guarantee

The charity is registered with the Charity Commission and is a company limited by guarantee. It is governed by its Memorandum and Articles of Association as amended by Special Resolution on 1 July 1987, 1 July 1996, 15 September 2007, 8 November 2014, 21 November 2015, 22 September 2018 and 14 September 2019.

Individuals, groups and organisations paying the prevailing subscription, as set by the Trustees, or opting to pay a higher amount, become Members of the Trust. We were very pleased to see a growth in the number of our members in the year, and as at 31 March 2020, the number of memberships stood at 12,342 (2019: 11,982) representing 23,393 individual Members (2019: 22,685).

The Trust operates in Hertfordshire and the London Boroughs of Barnet, Enfield, Harrow and Hillingdon ("Middlesex"). The Trust is an independent member of The Wildlife Trusts, a partnership of 46 local Wildlife Trusts and the Royal Society of Wildlife Trusts working across the UK protecting wildlife for the future. Collectively, the Wildlife Trusts have over 800,000 Members, manage around 2,200 nature reserves and have a vital role standing up for wildlife together at a national level.

Objects

The objects of the Trust are:

- a) For the benefit of the public, to advance, promote and further the conservation, maintenance and protection of:
 - i) wildlife and its habitats
 - ii) places of natural beauty
 - iii) places of zoological, botanical, geological, archaeological or scientific interest
 - iv) features of landscape with geological, physiographical, or amenity value
- b) To advance the education of the public in:
 - i) the principles and practice of sustainable development
 - ii) the principles and practice of biodiversity conservation
- c) To promote research in all branches of nature study and to publish the useful results thereof.

Trustees

For the purposes of the Companies Act 2006, Trustees are Directors and the Council of Management is regarded as the Board of Directors of the Company. The Council of Management, which can have between eight and twelve Trustees, meets quarterly. It is supported by three committees which also meet quarterly: Finance & Resources (chaired by Clive Hinds); Conservation, Community & Education (chaired by Veronica Edmonds-Brown); Health & Safety (chaired by Sarah Kohl). Our thanks go to Andy Brown and Peter Delaloye who retired as Trustees in 2019 and who played an invaluable role in the Conservation, Community & Education Committee. We would also like to express our sadness at the death of Brenda Barrett who was a supporter of the Trust for many years and who from 1999 to 2016 provided invaluable advice and guidance as Company Secretary and as a member of our Health and Safety Committee.

As set out in the Articles of Association, Trustees are elected by Members of the Trust attending the Annual General Meeting (AGM). When there are vacancies between elections, Members are invited to nominate Trustees or to put themselves forward prior to the AGM. Selection is by a panel of Trustees, against an agreed specification. The Trust carried out a recruitment process in January 2019 for new Trustees which resulted in two new Trustees being co-opted to Council in June 2019 and then appointed at the 2019 AGM. The 2019 recruitment also resulted in Kathryn MacKenzie being co-opted in November 2019 and Peter Tallantire co-opted in February 2020, who will be proposed for appointment at the 2020 AGM.

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TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2020

New Trustees receive induction including meetings with the Senior Management Team and relevant staff and volunteers. They are invited to an RSWT Open Day to be introduced to the wider Wildlife Trusts movement and can attend relevant training. Depending upon their area of expertise, Trustees are allocated to a Committee or to support specific areas of work. Trustees sign a declaration to meet the requirement of the Finance Act 2010 that Trustees are 'fit and proper' persons for the charity. This is also signed by the relevant senior staff (the Chief Executive and Finance Manager).

Management

The Chief Executive leads the day to day operations of the charity, supported by the Senior Management Team which consists of the Head of Living Landscapes, Head of Fundraising & Communications, Finance Manager and Business Support Manager. The Trust's wider Management Team plays an important role in the leadership and strategic direction of the Trust, and includes the members of SMT plus the Conservation Manager, Nature Reserves Manager, Herts Environmental Records Centre Manager, Planning & Biodiversity Manager, Marketing & Communications Manager and Fundraising Manager.

The Trust's Reward and Remuneration Policy recognises that its success relies on the talent and contribution of all staff and the importance of valuing and rewarding our employees. Whilst reward and remuneration effectively cover 'benefits' and 'pay', the total reward approach seeks to embrace an organisational culture of employees having a voice in the operation and direction of the Trust. This aims to lead to more engaged staff, improved performance, and to enhance the reputation of the Trust as an employer of choice. The Trust carries out benchmarking from time to time to ensure that salaries are appropriate to the level of responsibility and a reasonable level of salary is on offer. The Trust encourages staff development and supports training through in-house mentoring and coaching, and external courses. At annual performance development reviews staff are asked to reflect on the previous year's training and to consider their coming year's needs.

Charity Code of Governance

The Trust seeks to follow the seven principles set out in the Charity Code of Governance and keeps its policies and practices under review accordingly.

Safeguarding

Andy Brown stepped down as the lead Trustee for the Council on matters relating to safeguarding at the 2019 AGM and has been replaced by new Trustee, Jackie Hunter. The CEO and lead Trustee prepare an annual report to Trustees and there were no safeguarding concerns in the year.

Fundraising standards

The Trust is registered with the Fundraising Regulator and a member of the Institute for Fundraising. We comply fully with the Fundraising Regulator's Code of Fundraising Practice and the six guiding principles identified in the Charity Commission guidance for Trustees on charity fundraising. This is reflected in our Fundraising Policy and our Fundraising Promise outlines the commitment made to donors and the public by the Trust, confirming that our fundraising is legal, open, honest and respectful.

We received five complaints relating to fundraising in FY20, which were investigated and recorded in accordance with our Complaints Procedure and a response given where appropriate.

The Trust uses one external fundraising supplier to help with membership recruitment, Wildlife Fundraising Central Ltd, which was set up by the Trust and seven other Wildlife Trusts as a company limited by guarantee. As with all external providers, they are closely monitored and required to adhere to agreed guidelines including the Fundraising Regulator's Code of Practice our own high standards. Other fundraising activities include the use of direct mail and emails, general requests for donations and support, and occasional door drops. We ensure measures are in place to monitor compliance and that we protect vulnerable people and other members of the public from unreasonable intrusion and persistent approaches for support. All supporters are requested to state their preferences for how they want to be contacted and are invited to update these at any time. A detailed privacy statement and complaints procedure is highlighted on our website and in our publicity to ensure we are clear and transparent about our use of personal data.

HERTFORDSHIRE AND MIDDLESEX WILDLIFE TRUST LIMITED

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2020

Risk management

The Trust maintains a Risk Register, an Accidents & Incidents Register, and a Complaints, Comments & Compliments Register. These are reviewed regularly by SMT and reports are taken to relevant committees and Council. Trustees keep under review the major risks to which the charity is exposed and how these are mitigated. New risks and changes to risk levels are reported to FRC and HSC and the Risk Register is reviewed annually at Council. A full review of the Trust's risks has been carried out. Table 1 sets out risks where the level has changed; Table 2 sets out those with high residual risks after mitigation.

Excluding the Covid19 pandemic, there was a general reduction in some risk levels primarily resulting from a change to a new IT service provider. There remains uncertainty around the future of environmental legislation and agri-environment funding; it is too soon to say whether these will turn out to be a positive or negative factor for the Trust, similarly the impact of Brexit on the Trust is unknown.

The Covid19 pandemic has introduced heightened risk to our staff and our operation which has been mitigated through the implementation of our Business Continuity Plan. Our new IT service provider has provided great support in the need to rapidly change to 30+ staff working from home at the same time. The major risks associated with the pandemic are to the health and wellbeing of the Trust's staff, volunteers and supporters. The likely reduction in new members of the Trust places a risk for the future of Wildlife Fundraising Central, and this loss in income will have financial impacts over many years. The value of our investments has dropped significantly following the dramatic falls in the stock market.

The Trustees are aware of potential risk from the United Kingdom's exit from the European Union, but do not envisage any significant impact on the Trust. The fundraising environment may become more challenging, but this is something the Trust continually reviews, and the Trust continues to lobby for robust post-Brexit legislation and positive agri-environment funding to enable conservation land management.

Figure 1: Changes to level of risk

| Risk | Change | Reason for change |
|-------------------------|----------------|---|
| Data breaches/data loss | HIGH to MEDIUM | Appointment of new IT provider and review of IT security carried out. |

Figure 2: High risks after mitigation measures

| Risk | Change | Reason for high risk rating |
|---|------------------|--|
| WFC loss or underperformance | HIGH (no change) | The impact of Covid19 on WFC is that face to face recruitment cannot take place. The WFC Board is making plans accordingly. |
| Change of government policy | HIGH (no change) | Following Brexit, the future of legislation and government policy is uncertain. The proposed Environment Bill and Agriculture Bills are broadly acceptable but have inherent weaknesses. This could mean a loss of income for the Trust, landowners less likely to want to manage their land for wildlife if funding is not available, and weakening of environmental legislation. |
| Failure of IT systems/infrastructure loss/loss of IT support: | HIGH (no change) | We have gone through a comprehensive procurement resulting in the appointment of a new IT service provider. The risk level remains high until the infrastructure upgrade is completed. This has been delayed due to the Covid19 situation. |
| Climate change – severe weather events | HIGH (no change) | This remains high because further climate change is forecast, and we have already experienced challenges such as the lack of rainfall in recent years and the very hot summer last year. The risks are our rivers and wetlands drying up (which we saw last year) and stress on trees causing death and disease. |
| Staff turnover and retention | MEDIUM to HIGH | The risk has increased over the last year as we have had problems with recruiting to posts. |
| Loss of major income stream for HERC | HIGH | The funding from local authorities remains at risk. The threat to HERC of a move to open data is still live, and depends upon government decisions. The new State of Nature report underlines the importance of biological data and recording, and this demonstrates to local authorities its importance in the local planning process. |
| Sickness - pandemic | MEDIUM to HIGH | The Coronavirus 19 crisis has prompted a set of emergency measures, including most staff working from home, furloughed staff and cessation of volunteering and events. Major risks are around health and wellbeing of staff and volunteers and to the Trust's membership and fundraising income. |

TRUST VISION, OBJECTIVES AND STRATEGIC PLANS

Vision and objectives

Across the UK the Wildlife Trusts share a vision for a Living Landscape and Living Seas, an environment rich in wildlife for everyone.

Objective 1: for WILDLIFE

To protect, enhance and connect places for wildlife on nature reserves, in urban areas and across the wider countryside through positive conservation action.

Objective 2: for PEOPLE

To inspire people to value the natural world and enable action for wildlife.

50 Year Vision

Over the Trust's history there have been extensive changes to the status of wildlife across the UK with major habitat and species losses. The Trust has achieved a huge amount during this period but there is more to do to address the decline. Whilst losses can happen rapidly, the recovery of nature takes longer. Our 50-year vision therefore recognises the need for long term planning to secure a positive future for the wildlife of Herts & Middlesex and sets out long term goals:

- Increased area of wildlife habitat, that is better connected and in good ecological condition
- 30% of the total land area being managed positively for wildlife alongside its other uses
- A reversal in the growing disconnect between people and wildlife
- Recognition of the link between a healthy natural environment and people's health and wellbeing
- Government policy, legislation and funding that recognises the importance of wildlife and helps, not hinders, its conservation.

Strategic Plan 2016-2021 – 'a better future for wildlife'

The Plan gives a clear direction for the Trust and overview on how we will meet our objectives. The Plan was founded on a review of achievements in previous years and the opportunities and challenges ahead.

The Plan sets out how the Trust seeks to deliver its objectives including priority habitats and flagship species. Members and volunteers continue to play a vital role, providing both an essential source of income and of practical support for our conservation and engagement work as well as being the collective voice for nature.

The Plan highlights the ongoing importance of partnership working, external funding and our advocacy role. We continue to stand up for wildlife, including how the impacts are considered in housing and infrastructure developments. Strong and effective legislation and policy, alongside agri-environment funding is critical to wildlife protection and to enabling the Trust and other landowners to carry out work to support wildlife on their land. The potential impact of the business sector on the natural environment underlines the importance of the Trust's work in this area, as well as offering the opportunity to engage with their staff and customer base.

REVIEW OF THE YEAR ENDED 31 MARCH 2020

Highlights of the year

- Publication of the Hertfordshire State of Nature report.
- At Hilfield Park Reservoir, three pairs of black-necked grebes fledged five young and huge numbers of swifts were recorded with over 300 in one go. Nathusius pipistrelle bats continue to be recorded and the site is being studied to ascertain its importance for the species.
- A new colony of water voles was discovered at Stockers Lake Nature Reserve, and signs were found on the River Beane for the first time in many years. Water voles continued to do very well at Thorley with lots of signs seen on our spring survey.
- A Bittern was seen at Amwell this year in July, and was again spotted this winter and at Rye Meads and Marsworth Reservoir. At Stockers Lake Nature Reserve 20 pairs of grey heron and nine pairs of little egret nested. Three pairs of lapwing attempted to breed on Rye Meads meadow, and one snipe stayed throughout the summer.
- Little ringed plovers nested at Amwell Nature Reserve and Panshanger Park. Peak counts of 11 green sandpiper were sighted at Lemsford Springs in October and a male spoonbill in breeding plumage was nest building and roosting at Amwell in May and feeding in the wider Lee Valley.
- Two broods of Grasshopper Warblers were seen at Rye Meads. Grasshopper warbler was also singing at Thorley, so are likely to have bred last year (there are now two singing this year). Marsworth saw particularly high numbers of reed and Cetti's warbler and good numbers of sedge and reed warbler continue to be recorded at Springwell Reedbed each year.
- Scarce emerald damselflies bred at Hertford Heath Nature Reserve and Norfolk hawkler was seen regularly at Amwell and suspected to be breeding here, at Rye Meads and at Kings Meads
- New scraped areas at Hertford Heath worked very well with bird's-foot trefoil (the first record for the heath since 1983) and bristle club-rush (new for the site). We also found heather, broom and trailing St John's wort.
- Several poplar leaf rolling weevil were found in Balls Wood on a monitoring visit and there were great views of Purple emperor at Hertford Heath.
- Star sedge was found on the sphagnum area at Patmore; this is one of only 3 sites for this plant in the county. Devil's bit scabious had a good year at Danemead after fencing was installed to prevent the late flowers being grazed by the cattle.
- Norfolk Bladder Moss has been rediscovered on Wilstone Reservoir, one of only 5 sites to have known populations in the whole of Britain and the only site outside of West Norfolk. The last record from Tring reservoirs was 1969.
- White helleborine has been found at Aldbury Nowers, it was also a good year for sightings of small blue, holly blue and orange tip on the butterfly transect there.
- Over 2,470 days of volunteer time.
- Over 6,518 people came to events, an increase of over 20% from the previous year.
- £722,800 worth of media coverage, an increase of over 40% from the previous year.
- Growth in social media audience by 27% to 13,400.
- Tony Juniper, President of the Wildlife Trusts, talk at the University of Hertfordshire
- Professor Dave Goulson talk on wildlife gardening

Leading nature conservation in Herts and Middlesex

The **Hertfordshire State of Nature** report was launched in March 2020 and is a seminal piece of work that took over a year to produce. It draws on the biological data produced by thousands of volunteers, some three million individual species records from the last 50 years and underlines the need to act now to address the ecological and climate emergency, to address the loss in amount and quality of habitats and the severe decline of species. While we only had access to data from Hertfordshire, the similarities with Middlesex mean that many learnings from the report can apply to the whole of the Trust's area. Special thanks goes to all the volunteer recorders who have recorded wildlife over the years and shared their data and to the Christopher Laing Foundation and the Spear Charitable Trust who provided funding.

The **Living Rivers Project**, remains a priority for the Trust due to the international importance of chalk rivers and we continued to lead the Upper Lea and Middle Lea Catchment Partnerships. Another busy year included organising the annual River Lea Conference, restoration plans for the Easneye Estate on the River Ash and Abbey Cross Fishery on the River Rib, a plan to improve the Upper Lea through The Meads in Wheathampstead prepared in partnership with the Parish Council and Living River Champion, and a restoration plan for a mile of the River Stort through Buntingford written in partnership with the Town Council. In the Lower Lea work continued to deliver the barbel action plan, in partnership with the Lee Valley Regional Park Authority, Environment Agency and angling clubs. Events included family river dipping sessions at Lemsford and Tewinbury, a talk to Potters Bar Horticultural Society and a River Lea wildlife cruise, as well as coordinating the chalk stream discovery area at the Festival of Wildlife.

Through the **Water Vole Project** five key site surveys were completed at Fray's Farm Meadows, Amwell, Rye Meads, Thorley Wash and Panshanger Park. Panshanger Park along with Tewinbury (both on the Mimram) had more signs than ever before. Survey work continued in the Colne Valley and a notable outcome of this was the discovery of water voles next to the Trust's nature reserves at Broadwater Lake and Stocker's Lake, the first records for many years. Training was given to volunteers to enable them to support the survey work and mink rafts at Amwell, Rye Meads and Kings Meads were inspected and maintained with the help of voluntary wardens. A water vole and otter survey of the River Colne through Watford was completed and survey work of the River Beane was completed. The results will inform decisions on future management of the Beane Valley with a view to making it suitable for a water vole reintroduction in due course.

A new project in the Colne Valley '**Landscape on the Edge**' started which focuses on providing habitats for water voles and working with angling clubs to develop conservation management plans for fisheries. Twelve anglers gave up five days to be trained in wetland ecology, management planning, fisheries management and managing change. Using the knowledge gained, they will be writing management plans for their own fisheries. The **Nathusius Bat Project**, also in the Colne Valley, has carried out research into the populations of these rare bats, working with the Regional Park, Maple Lodge Nature Reserve, Three Rivers District Council and Hillingdon Natural History Society. Two large habitat enhancement schemes were carried out at Maple Lodge and Maple Lodge Marsh, focussing on reedbed restoration and pond, glade and wetland creation.

Increasing the quality and stature of our nature reserves

Thanks to the generosity of our members, vital grant funding and our team of volunteers, much has been achieved on our nature reserves. A great example is Hertford Heath where scrapes were created and bird's-foot trefoil was found, the first for the heath since 1983, and bristle club-rush, a new species for this site. Heather, broom and trailing St John's wort were also found and visitors had fantastic views of purple emperor butterflies.

Woodland management to open up glades, increase woodland diversity and encourage native species' regeneration took place at Old Park Wood, Purwell, Gobions Wood and Balls Wood. At Balls Wood we have continued our extensive annual thinning and glade creation works across the wood, funded by income from the timber sales. We have pollarded willows at Hunsdon, Rye Meads and Lemsford and veteran tree management was carried out at Long Deans.

Grazing of our **grasslands reserves** is a priority and we have improved fencing at Fir and Pond Wood, Thorley Wash, Long Deans, Aldbury Nowers, Amwell and Frogmore Meadows. A large amount of scrub clearance was carried out across our reserves including on Hertford Heath, Patmore Heath (focusing on Dony's bank and the sphagnum habitat), Amwell, Rye Meads, Thorley Wash and Waterford Heath in order to maintain the important grassland and wetland habitats and where it was encroaching onto grassland at Aldbury Nowers, Danemead and Long Deans.

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Management and enhancement of **ponds and wetlands** took place at Patmore Heath, Tewin Orchard, Fir and Pond and Cassiobury Park. Reedbed and cressbed management has taken place at Amwell, Lemsford, Stanborough, Cassiobury Park, Tring Reservoirs and Purwell. Fencing has been constructed around the fen meadow at Fir and Pond, new ponds are being dug and willow carr is being scalloped. At Rye Meads large areas of rush were cut to improve the habitat and a few days later lapwings were seen displaying, whilst at Thorley Wash water voles continue to thrive and grasshopper warbler was recorded. Scrub was cleared around the lakes and dragonfly pools at Panshanger Park with the help of the local team of volunteers.

The year saw a focus on the removal of **invasive species** including pulling Himalayan Balsam at Tewinbury, Purwell, Stanborough, Amwell, and Willowmead, clearance of floating pennywort at Thorley Wash and removing goats rue at Waterford Heath. These works are essential to control the spread of these species and to improve the natural habitat.

Encouraging and managing visitors to our nature reserves remains as important as ever. New signage was installed at Tewin Orchard and Frogmore Meadow, and the new fencing projects have been designed to allow access and protect the most sensitive of areas.

Developing our **knowledge and understanding** of our nature reserves is vital. Our programme of surveys of fauna and flora help build up a picture and ensure a dynamic approach to site management.

The Trust received a very generous funding from the Thames Water Community Investment Fund to improve **King's Meads Nature Reserve** near Hertford for wildlife and the community, alongside a 35-year lease over a large part of the site. This will enable the Trust to greatly improve the reserve's ecological condition and to encourage and inspire many people about the reserve. Scrub removal on Chadwell bank last year has already been fruitful, with wildflowers blooming in areas where encroaching scrub was cleared. We aim to restore the chalk grassland here over the coming years. The project is due to start in full in 2020.

Through our **Affinity Water Biodiversity Project**, the grasslands and islands of Stocker's Lake have been managed, supported by a volunteering programme for Affinity Water employees. Following fencing funded by Heritage Lottery Fund and the Friends of Stockers Lake, Dexter cattle have been grazing the meadows at Stocker's Lake and results so far are encouraging. A water vole survey discovered signs – the first for many years. At Hilfield Park Reservoir, black-necked grebes bred, with five young from three broods, the first successful breeding for three years. Nathusius' pipistrelles have been recorded in positively high densities at Stocker's Lake and Hilfield Park Reservoir. A breeding bird survey conducted at Stocker's Lake identified 42 species. At Hilfield Park Reservoir 0.5 hectare of new shallow wetlands were created including ponds, scrapes and ditches. The habitats will complement the open water of the reservoir providing new homes to dragonflies and breeding birds.

Increasing wildlife habitat in the wider countryside and urban areas

Tailor-made plans drawn up for farmers in the Jordans Farm Partnership are helping wildlife recover, focussing on key species and habitats relevant to the farm's local landscape. This is part of a national arrangement with Jordans working with 40 farms across the country in which over 4,500 hectares of farmland have been covered. Bat surveys over the summer on one of the Jordans Farms in Hertfordshire revealed the second largest recorded maternity population on mainland Britain of the Annex II bat species *Barbastelle*.

On a consultancy basis the Trust is working with Berkhamsted Golf Club, the Ayot Estate, Aldenham Parish Council, Welwyn Hatfield District Council, Edge Grove School and the Royal Veterinary College. As part of a partnership with Watford Borough Council, the Trust completed botanical surveys of land adjacent to the River Colne in Watford as well as water vole, otter and bat surveys of the river corridor. In Welwyn Hatfield the Trust has been advising on varying the mowing regime of road verges. Three areas were left uncut during the spring and summer, and a botanical survey completed to provide evidence of the benefits of the initiative.

At Harpenden Common through our partnership with **Harpenden Town Council** a change was made from the traditional management to trial improvements for overwintering invertebrates and late flowers by leaving 15% of the grass uncut. Initial survey found that the uncut strips contained large numbers of harebells as well as providing habitat for many bees and grasshoppers. A questionnaire of common visitors showed how positively this change was received.

Our partnership with **Stevenage Borough Council** has focussed on writing management plans for the borough's ponds and ancient hedgerows and events including a spring wildlife-themed event which attracted approximately 500 people to a local park. Following the Council declaring a climate emergency, we have advised on grassland management, tree planting and creating a new community orchard.

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TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2020

In **Stevenage** and **Hemel Hempstead** the Trust worked in partnership with the Councils and their contractors to install over 30 nesting boxes for swifts through the re-roofing and restoration of social housing.

The Trust partnered Youth Connections (part of Herts County Council) to deliver the first phase of **Go Wild at Hudnall Park**, a National Lottery Heritage Funded project which provided a wide range of nature-focused emotional wellbeing learning opportunities for young people whilst preparing for improving and conserving key threatened habitats through the preparation of a management plan.

Our **Greater London Wildfowl Project** in partnership with Environment Agency, Lee Valley Regional Park Authority and Thames Water revealed new insight into the movements and behaviour of Gadwall ducks, information that will be used to inform our conservation work.

We are delighted to be working with the community to secure the future of **Beane Marsh in Hertford**, resulting from a fantastic community fundraising effort by the 'Save Beane Marsh' campaign. We continue to work towards purchase of the land by the Trust with the aim to create a new nature reserve cared for by the Trust.

Step change in our knowledge of habitats and species

Herts Environmental Records Centre (HERC), which is hosted by the Trust, now holds over 2.8 million records, an increase of 400,000 records over the year. The data is used to inform Neighbourhood Plans and planning application ecological reports, and is vital to ensuring that the ecological impacts of development are fully considered.

HERC played a key role in the production of the Hertfordshire State of Nature report through the analysis of data going back 50 years, the work of the team made this piece of work possible and it will have an enduring impact shaping conservation priorities for coming years.

A project with the Herts Natural History Society is digitising the Society's historic journals going back nearly 150 years; thanks go to all the volunteers who have helped the project so far.

HERC has also been supporting the production of management plans for the Trust's nature reserves at Hertford Heath, Patmore Heath and Tewinbury and have started data modelling for water vole habitat suitability using the GIS data generated by the River Beane volunteer surveyors. HERC also ran several training courses including a GIS training course for the Natural History Society county recorders, database training for the Boxmoor Trust and Maple Lodge Nature Reserve, and grasshopper and cricket identification for volunteers in Stevenage to monitor the population of the great green bush-crickets at Shackledell Grassland.

The **Local Wildlife Sites Project** continues to play an important role in increasing the knowledge and understanding of important sites, thanks to our team of expert volunteer surveyors and our trainees. Over 45 surveys were carried out in the summer and winter including several of the Trust's nature reserves. Additional riparian surveys were conducted for the EA and enhanced botanical surveys for our reserves team to support their management planning.

We would like to recognise **Trevor James** who was awarded a British Empire Medal in the New Year Honours List for his services to nature conservation and significant contribution to the understanding of our local habitats and species, including writing the 'Flora of Hertfordshire' and 'Beetles of Hertfordshire'.

Positive outcome for wildlife from planning and infrastructure proposals

The Trust has an important role in commenting on planning and infrastructure proposals, including local plans, minerals plans and neighbourhood plans. We seek to work closely with local planning authorities and developers across our area in order that our advice can be fed into the planning application process as early as possible and give the best chance for full consideration of the ecological impact. The Trust provides comments and will object where appropriate.

The **local plan and neighbourhood plan** process continues. Comments were made on the Three Rivers, St Albans, Watford, Broxbourne, Hertsmere, London Borough of Barnet, North Herts, Dacorum and Welwyn Hatfield Local Plan process, and the Bovingdon, Radlett, Much Hadham, Sandridge, Shenley and Chorleywood neighbourhood plans.

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TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2020

Our role in scrutinising planning applications is vital to ensure that the implications for wildlife are understood. From April 2019 to March 2020, 1,228 applications fell into our criteria for closer checking and were scrutinised to assess the ecological impact. We made 204 responses on these, of which 129 were objections. Of the 129 objections, 34 applications have not been decided yet, 81 addressed our objection, i.e. followed our advice, 41 were refused or withdrawn (27 of which were refused or withdrawn on wildlife grounds raised by the Trust), and 12 did not uphold our objection. We also made 56 comments on applications without objecting.

We continue to make the case for the full and proper consideration of the ecological impact of **High Speed Two**, which will pass over our Broadwater Lake Nature Reserve. This includes sitting on the HS2 Colne Valley Panel which resulted in our securing funding for the Nathusius' Bat Project. We are liaising with the HS2 main contractors and Natural England to seek to achieve the best possible mitigation.

Increasing support for the Trust

The Trust is extremely grateful for the continued and growing support which we receive from all our supporters through their memberships, donations, legacies and grants.

We were very pleased to be accepted onto the Herts Community Foundation's Building Effectiveness Programme, through which we were able to identify new ways of working to reach new communities, including older people. We are very grateful to the Foundation and would like to make special mention of our advisors Kate Belinis, Trevor Crome and Will Hobhouse.

The overall number of members shows an increase which is very encouraging, although we are concerned about the immediate and long-term impact of Covid19. Members not only provide vital funding which enables the positive work for wildlife but also represent the collective voice of people who care about wildlife. This is critically important in helping the Trust to stand up for wildlife and get our message across to key decision-makers.

The variety and growth of support from our **local community** has been very encouraging, including fundraising events by the 1st Harpenden Brownies, St Mary's School in Ware, St Hilda's School in Harpenden and Hornbeam Wood Hedgehog sanctuary. We introduced charity challenges including the Chess Valley Challenge, kindly sponsored by Affinity Water, in which 50 people took part and raised over £3,000.

Our **Fen Appeal** raised £32,000 providing essential support to enable the Trust to help restore and protect Hertfordshire's last remaining fens. We were able to restore all the ditches across Rye Meads and Thorley Wash, creating homes for water voles. Special thanks go to Russell Savory and Birds Eye Studies for creating and donating free of charge the beautiful video footage used to help raise awareness. Our **Meadows Appeal** raised over £15,000 towards improvements of our grassland sites, including grazing at Aldbury Nowers and Frogmore Meadows.

We are very grateful for the generous **legacies** we received from Joyce Simpson, Dorothy Whiteley, Archie Lang, Arthur Mayes, Dennis Rose, Elizabeth Firth and John Cook. We continue to operate a dedicated Legacy Fund through which Trustees determine how unrestricted legacies are allocated, and enabling us to publicly demonstrate the importance of these generous gifts. We have agreed to carry this funding forward to help the Trust continue to address the restrictions on our fundraising and other activities resulting from the Covid 19 outbreak.

The Trust received kind donations in memory of Gerry Leuty, Mary Hayes, Molly Johnson, Harold Smith, Chris Bartram, Margery Chambers, Etain Petty, Jeanine Wright, Brenda Barrett, Josephine, Bennett, Betty Hipgrave and Robin Hipgrave.

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We were pleased to receive the ongoing support from our existing Corporate Members and to welcome new supporters Borrás Construction:

Platinum

Bourne Leisure Group
UK Power Networks

Silver

Borrás Construction
Cemex UK
Tarmac

Gold

Affinity Water
Islandbridge Properties Limited
Thames Water Utilities
The Grove

Bronze

Institute of the Motor Industry

We continue to work with **business partners** in managing their land, engaging the community and their staff.

We ran another successful year of joint events with the Grove Hotel who hosted our second business breakfast with additional sponsorship from Affinity Water. We continued to work with Puddingstone Distillery to deliver joint events, raise awareness of our conservation work and funds for the Trust. Other companies supported us with donations from product sales this year including New England Biolabs (UK) Ltd, Farr Brew, The Pudding Stop and Little Otter Books, and we received annual contributions from national partnerships with Vine House Farm and Wildlife Travel. Staff teams from Transmission Investments, Environment Agency, UK Power Networks, Mace and Amgen took part in Working for Wildlife Days supported by our Nature Reserves team. We were also grateful for generous pro bono marketing support given by CampaignWorks.

A special thanks to Welwyn Garden City John Lewis, for kindly supporting the Trust through their Golden Jubilee Trust programme, in which one of their partners, Karl Toombs, joined the Trust on a 6-month placement to implement and run a new school engagement and fundraising programme.

External income from grants and individual donations continue to be important to the Trust, enabling improvements on our nature reserves and other conservation and engagement projects. We are also grateful for to the generosity of all our funders which includes:

- Affinity Water
- Biffa Award
- Dacorum Borough Council
- Environment Agency
- Friends of Tewin
- Graham and Henrietta Somervell's Wildlife Trust
- Harpenden Town Council
- Hertfordshire Community Foundation
- Hertfordshire County Council Locality Budget
- HS2 Colne Valley Regional Park Panel
- HS2 Ltd
- Kate Aylett
- Lee Valley Regional Park Authority
- London Borough of Hillingdon
- Miss S M G Ross Trust
- National Lottery Community Fund
- National Lottery Heritage Fund
- Royal Society of Wildlife Trusts
- Rural Payments Agency (DEFRA)
- Stevenage Borough Council
- Tarmac
- Tesco Bags of Help
- Thames Water
- The Banister Charitable Trust
- The Christopher Laing Foundation
- The Rothschild Foundation
- The Spear Charitable Trust
- The Wild Flower Society
- TK Maxx
- Veolia Environmental Services
- Veolia Environmental Trust
- Welwyn Hatfield Borough Council (Section 106)

Increasing influence on and support from key decision-makers

We continue to champion wildlife through our advocacy work with local government, MPs and business leaders on specific subjects such as the impact of Brexit and the future of agri-environment funding and wildlife legislation. We continue to play a full role within the Wildlife Trust movement in national campaigns.

Working with local authorities continues to be a priority for the Trust in terms of having local impact and benefiting local communities. Special thanks go to County Cllrs Bibby, Bloxham, Clapper, Crofton, Eames-Petersen, Featherstone, Greensymth, Hale, Mills and Walkington) for their support through their Locality Grants. We are very pleased to continue working with Harpenden Town Council and to have started the new partnership with Stevenage Borough Council through which we are delivering a wide range of community engagement and conservation activities.

More people aware of the need for wildlife conservation

Our events programme grew during the year with walks, talks and workshops. President of the Wildlife Trusts, **Tony Juniper** kicked off the year with a talk at the University of Hertfordshire on 'Can the UK be a world leader in providing a wilder future'; it was attended by 300 people and we collected pledge cards to be sent to MPs calling for a robust Environment Act. The **Wilder Future** campaign launched at the end of March 2019 with *The Wind in the Willows* trailer campaign film being shown in cinemas nationwide. This included over 250 showings at 8 cinemas in our region.

We are very grateful to **Professor Dave Goulson** who gave a talk on the 'Garden Jungle' in September as part of our work to heighten awareness of the value of gardens to wildlife and the plight of pollinators, and raised over £1,000 for the Trust.

Over the year we ran 209 **public engagement events** which were enjoyed by more than 6,500 people, including 1,600 children and young people. Badger Watching at Tewin Orchard was fully booked across the season and thanks go to Michael Clark and the Badger Group.

For the fifth year in a row, the Trust asked residents to take part in **30 Days Wild** in June. This national campaign aims to get people closer to wildlife and participants are encouraged to complete a 'Random Act of Wildness' of their choosing every day. Over 1,700 people took part from our area.

Our partnership with **Harpenden Town Council** has focussed on preparing for the first AQA accredited training course for Duke of Edinburgh students from St George's School, Harpenden. Young people will carry out the volunteering requirement of the scheme and also secure new skills in woodland management, safe use of hand tools and surveying for wildlife.

Over the past three years, the **Wild Trax Project**, between the Trust, our neighbouring Trust BBOWT and the Natural History Museum in Tring, has engaged over 2,800 young people in Tring and Aylesbury. Wild Trax was devised in response to concerns that young people are becoming increasingly disconnected from wildlife and experiencing issues with their health and wellbeing. The project was funded by the Rothschild Foundation and kindly supported by Dacorum Borough Council and Opticron.

The **Affinity Water Biodiversity Project** based at Stockers Lake, Springwell Reedbed and Hilfield Park Reservoir, has continued to be very successful. Events included family practical days and seasonal bird identification and watching activities. School groups have been visiting the reserves to learn about freshwater life. A monthly programme for Affinity Water employees continues, enabling volunteering at the three sites. The collaborative event based at Stocker's Lake, 'Life at the Lake', achieved a large engagement of 828 people on six days over six weeks throughout the summer holidays. Lake dipping, mini-beast hunting and bat watching activities at the Affinity sites were enjoyed by eight scout group visits. School trips/talks at Stocker's Lake enabled 115 young people to have up-close wildlife experiences. Many other adult local groups have also been introduced to the Affinity Water sites and our partnership. Over these months through the project, 1333 people, including 655 children, have been engaged with wildlife.

Raise awareness of the Trust and our work

Our **external communications** continue to grow and create awareness of the Trust and our activities. *Wildlife Matters* and *Go Wild* are the Trust's flagship publications and continue to be well received. Our media work has been highly successful including appearances on national television in relation to HS2. Our print media alone has an estimated advertising value of over £720,000, while our social media channels continue to grow and through Facebook, Twitter and Instagram which now have an aggregated social media audience of over 10,500. Engagement with our online platforms continues to grow too.

Increase sales activities and new income streams

Our paid-for events programme has continued to grow with a variety of events over the year such as training workshops, wildlife events in partnership with The Grove and Puddingstone Distillery, and our ever popular badger hide programme. Additional retail opportunities at events and through our website included the sale of sponsorships, Tewin Orchard produce, wildlife guides and new Trust t-shirts.

More children learn about, experience and value nature

Our partnerships with Stevenage Borough Council, Harpenden Town Council, Affinity Water and Tarmac are tremendous ways of encouraging children to learn about wildlife, as are the Affinity Water and Stevenage Borough Council projects. Wild Trax has proved successful with the 14-16 age group. Our events programme is designed to attract children, including the Festival of Wildlife, Apple Day and the wide variety of guided walks, and over 1,600 children took part.

Increase number of actively involved volunteers

The Trust continues to be incredibly grateful to the hundreds of volunteers who support us and dedicate over 2,470 days to provide vital support for our work. This equates to an estimated £156,800 worth of input by volunteers to our delivery across our programmes. Volunteers support the work on nature reserves and in the countryside, as well as our community speakers, the wildlife gardening team at Grebe House, event helpers and our team of volunteers who help regularly in the offices.

As always our work party volunteers, volunteer wardens and their assistants continue to do fantastic work across our nature reserves, and the work we have achieved this year would not have been nearly possible without them. Thanks go to them all for their hard work and dedication.

A few highlights include Robin Cole at Tewinbury building a reed island in the lagoon to attract wildlife closer to the hide there, Martin Ketcher clearing inflow ditches and building leaky dams at Purwell to improve site hydrology, Gavin Vicary continuing his amazing work clearing scrub at Patmore, and Barry Trevis and his fantastic volunteer team continuing to care for the lagoons at Lemsford. This year we said goodbye to Sharon Reeves Assistant Warden at Fir and Pond Wood and we welcomed Heather MacIntosh to her wardening role at Amwell where she is doing fantastic work. We had another successful year of volunteer reserves trainees, and Verity Miles and Alex Popple completed their traineeships in August.

The Mid Herts Local Group welcomes people to its events programme which includes talks, visits to nature reserves and helping at Apple Day and the Festival of Wildlife. Over the years the Group has organised hundreds of walks and talks and through this inspired so many people about wildlife. We are very grateful to the Committee who run the group and organise the programme.

Provide employment skills whilst helping the Trust

We have continued our Nature Reserves Trainee programme which gives skills in nature reserves management. The Wildlife Sites Trainee programme ran very well again; our sincere thanks go to Kate Aylett who has funded the position again this year.

Improve physical and intellectual access to wildlife and our reserves

We continue to provide information about wildlife on site at our reserves and through our website. Our social media work is a particularly effective way at sharing news about wildlife sightings. We continue to maintain and improve access across all sites.

New interpretation boards and orientation signage have also gone in at Lemsford Springs and Tewin Orchard to help visitors learn about the bird life of these reserves.

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TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2020

HEADLINE ACTIONS FOR THE YEAR ENDING 31 MARCH 2021

This sets out the major projects which will be developed with an indication of how the various work streams are funded. Unrestricted (UR) (core) funding is money we can spend on any activity in line with our charitable objectives. Restricted (R) funding is where the provider of the money specifies exactly what it can be used for. These headline actions were agreed by Trustees ahead of the Covid19 crisis and we may not be able deliver all these within the financial year but will seek to deliver alternative activities and grow new areas.

| HEADLINE ACTIONS FY21 | | | |
|---|---|----|---|
| | | UR | R |
| STRATEGIC OBJECTIVE 1 | | | |
| WILDLIFE: to protect, enhance and connect places for wildlife on nature reserves, in urban areas and across the wider countryside through positive conservation action | | | |
| 1.1 | Outcome: lead nature conservation in Herts & Middlesex | | |
| | Deliver Barbastelle Project | √ | √ |
| | Deliver Living Rivers Project, including water vole and non-native species work | | √ |
| | Deliver Colne Valley Project | | √ |
| 1.2 | Outcome: an increased overall quality and stature of our portfolio of nature reserves | | |
| | Develop 5 nature reserves improvement projects | √ | √ |
| | Deliver Affinity Water Project | | √ |
| | Deliver the Kings Meads project | | √ |
| 1.3 | Outcome: increased areas of wildlife habitat in the wider countryside and urban areas | | |
| | Wildlife land management advice to 50 farmers, golf course managers, schools and local authorities. | √ | √ |
| | Deliver the Local Wildlife Sites Programme, through botanical surveys and management advice | √ | √ |
| | Deliver the community project in partnership with Harpenden Town Council | | √ |
| 1.4 | Outcome: a step change in our knowledge of habitats and species | | |
| | Host and run the Hertfordshire Environmental Records Centre | | √ |
| | Deliver the Nathusius bat project | | √ |
| | Develop 'Every Record Counts', a project to encourage biological recording | √ | √ |
| | Prepare a State of Nature Report for Hertfordshire and for Middlesex | √ | |
| 1.5 | Outcome: a positive outcome for wildlife from planning and infrastructure proposals | | |
| | Review and comment upon local plan documents, planning applications and provide advice to Planners | √ | |
| | Influence the design and management of new green infrastructure | √ | |
| | Seek to secure appropriate ecological mitigation for High Speed Two and other major infrastructure | √ | |

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TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2020

| STRATEGIC OBJECTIVE 2: | | | |
|---|---|---|---|
| PEOPLE: to inspire people to value the natural world and to enable action for wildlife | | | |
| 2.1 | Outcome: greater support for the Trust | | |
| | Develop grant bids to deliver the nature reserves work and major project plan | √ | |
| | Delivery legacy plan | √ | |
| | Deliver business partnership scheme | √ | |
| | Develop and deliver major donor plan | √ | |
| | Deliver the Herts Community Foundation Building Effectiveness Programme | √ | |
| 2.2 | Outcome: key decision-makers are influenced and supportive of the Trust and our objectives | | |
| | Advocate wildlife and its conservation to local politicians, MPs, local authorities, business leaders | √ | |
| | Play a full role within the Wildlife Trust movement in campaigning for strong protection through law and policy and on issues such as HS2 | √ | |
| 2.3 | Outcome: more people are aware of the Trust and of the need for wildlife conservation | | |
| | Grow the annual programme of walks, talks and events to increase participation and income | √ | √ |
| | Continue involvement at Panshanger Park | √ | √ |
| | Develop a project to engage families with nature, encouraging reserve visits and action for wildlife | √ | √ |
| | Deliver 2 major events | √ | √ |
| 2.4 | Outcome: opportunities to raise awareness of the Trust and our work are maximised | | |
| | Increase media coverage and positive PR | √ | |
| | Maintain and develop the website and digital media, developing online content and interactivity with supporters and the general public | √ | |
| 2.5 | Outcome: children have the chance to learn about, experience and value nature | | |
| | Deliver River School | | √ |
| | Target schools and colleges for participation in 30 Days Wild | √ | |
| 2.6 | Outcome: the number of actively involved volunteers grows | | |
| | Build and support a network of active volunteers across the Trust's work | √ | |
| | Continue to support and develop our Local Groups seeking opportunities to reach new areas | √ | |
| | Continue to support and develop our team of Reserve Wardens | √ | |
| 2.7 | Outcome: people gain the chance to learn employment skills whilst helping the Trust | | |
| | Continue to run annual trainee programme for reserves | √ | |
| | Continue to run annual trainee programme for Wildlife Sites | √ | √ |
| 2.8 | Outcome: physical and intellectual access to wildlife and our reserves improves | | |
| | Improve physical access to our nature reserves | √ | √ |
| | Deliver programme of interpretation at our nature reserves | √ | √ |

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TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2020

FINANCIAL REVIEW AND RESULTS FOR THE YEAR

Covid 19

Our year end, 31st March 2020, coincided with the start of the Covid19 lockdown period when day-to-day life in the country changed. Hence the financial results for this year do not reflect the serious impact that Covid 19 will have on our finances going forward. It is still too early to say exactly what that impact will be, but what is clear already is that it will have a very serious effect on our finances in the short, medium and long term.

Brexit

As we are a UK based charity with the majority of our funding being provided by UK individuals, local authorities and government agencies we believe the impact of Brexit and trade discussions on our financial situation, is at the moment, minimal. We are however keeping this under review. There could be wider implications for the Trust and the delivery of our work, for instance if legislation and policy which protects wildlife is weakened.

Income

Overall income

Our overall income comprises two categories, unrestricted and restricted. *Unrestricted income is money we can spend on any activity in line with our charitable objectives, and restricted income is where the provider of the money specifies how it should be spent.*

Our total income this year increased by £460k to £2,411k primarily due a higher the level of legacies, significant restricted funding for major projects and funds received from the Save Beane Marsh group to acquire Beane Marsh Nature Reserve.

Unrestricted income (increase of £146k)

Unrestricted income comprises mainly membership subscriptions together with items such as donations, legacies, appeals and investment income. Overall our FY20 unrestricted income increased by £146k over last year.

Membership income

Membership is the major income stream which allows the Trust to deliver its charitable objectives. The Trust is committed to developing strong and lasting relationships with its supporters and to enabling new members to join us.

The majority of new members are recruited by Wildlife Fundraising Central (WFC). Formed in February 2013, WFC is jointly owned by the Trust and 6 other Wildlife Trusts. WFC operates a face-to-face recruitment model. The Trust has regular communication with WFC management to review performance and agree actions to ensure compliance with legal and best practice requirements.

Other members join the Trust in response to our own digital campaigns or by their own initiative, often having attended an event, picked up a leaflet, attended a talk or visited a nature reserve.

Total household memberships increased by 360 from 11,982 in March 2019 to 12,342 as at March 2020. This increase has resulted from a good performance by the WFC team and successful Trust digital promotions, as well as strong retention in membership during year.

We continue to see success in recruiting families to support our work, however the majority of our overall membership still comprises individual members.

The Trust continues to monitor the 'journey' of our members from recruitment through their wider engagement with our work and, in the event of cancellation, their reasons and timing for withdrawing their supporting. This helps the Trust to maintain our relationship with our members and to improve the membership experience.

Due to Covid 19 WFC operations were suspended on 18th March and at the time of preparing this report remain so. This is having a major impact on our ability to recruit new members. We are monitoring this very closely and having

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TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2020

discussions with WFC. In the medium term if this does not change it will have a significant impact on our ability to obtain membership income to carry out our existing operations.

Unrestricted legacy income

Unrestricted legacy funding is hugely important to the Trust to enable us to carry out vital management of our nature reserves, plan ahead for longer-term activities, and provide matched funding to unlock grants. (Match funding is where grant providers require a charity to provide an element of the funding for a project)

We are very thankful for these generous gifts.

However by its nature, legacy income is a variable and unpredictable source of income. Unrestricted legacy income increased from £77k to £133k in FY20. Management continue to take a cautious approach with legacy income in the budgeting process due to its unpredictability, in order to avoid overstretching the Trust.

Unrestricted legacy income is held in a designated fund, as discussed later in the report.

Restricted income (overall increase of £314k)

Restricted income generally comprises grants and contract income given to us by third parties for specific projects, which can be used for both staffing and project delivery costs. Grant giving bodies include local authorities, central government and charitable foundations.

This year we received £133k to support the purchase of land at Beane Marsh, largely resulting from local community fundraising through the 'Save Beane Marsh' campaign. This is disclosed in the financial statements as restricted donations and fundraising activities.

No restricted legacies were received during the year, and similarly we have received no revenue from environmental fines, although we drew down an earlier fine from Focus International. (This is where companies fined for environmental issues choose to pay the money to a nominated relevant charity).

We received significant grants totalling £255k from Thames Water, National Lottery Heritage Fund and the Environment Agency to fund our Kings' Meads – Restoring the Majesty project.

Funding from Local Authorities fell this year. Last year we received a one off £129k in S.106 monies for Rattys Lane. However funding remained steady from HCC & Watford BC and for the Records Centre (HERC).

Funding from Tesco Bags of Help scheme remained steady and continued to support projects at Purwell Ninesprings, Patmore Heath, Rye Meads and Thorley Wash.

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TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2020

Expenditure

Trustees continue to be vigilant to ensure that whilst satisfying our strategic objectives remains paramount, proper caution and control over expenditure should be maintained where possible.

Raising funds

Expenditure on raising funds has decreased by £111k from £633k to £522k.

Charitable activities

Expenditure on our charitable activities increased by £143k from £1,243k in 2019 to £1,386k in 2020.

It should be noted that expenditure on restricted projects is often impacted by timing differences where it is not possible to spend the restricted income on the project in the year it is received. As a result restricted income will often be spent in later years.

Provision for Purwell Bridge

As noted in the financial statements in previous years, as a result of infrastructure surveying, the Trust became aware of some major work required to a bridge at Purwell Ninesprings. The remedial work commenced in January 2019 and was completed subject to structural engineer sign off. No additional works were required this financial year and the unused provision of £41k has been released.

Governance costs

Details of Governance costs can be found in Note 5. The level of Governance expenditure remains consistent with previous years at 5% of total expenditure.

Net movement in funds

Overall there was a surplus of £508k for the year, comprising a restricted funds surplus of £346k and an unrestricted surplus of £162k.

Our unrestricted surplus was after a decrease in the market value of our Sarasin and Blackrock investments of £36k - It should be noted that this loss is unrealised i.e. it does not represent cash gained or lost. In any period the value of these investments can go down as well as up. However as explained later we are careful not to invest cash in these investments which we may need to access in the short term.

Financial position as at 31 March 2020

Our total funds at 31 March 2020 are £4,930k, comprising General Funds of £763k, Designated Funds £981k and Restricted Funds of £3,186k.

Designated Funds

The Trust has two unrestricted designated funds, the Endowment Fund and the Unrestricted Legacies Fund.

Endowment Fund

The balance held within the fund reflects the investment we have with Sarasin in their endowment fund. This designated fund hence now represents the amount of money that the Trust has invested for the long term with the aim of generating an annual income to fund our ongoing charitable activities. The balance of the endowment fund at the end of the year is £651k.

Unrestricted Legacies Fund

The Unrestricted Legacies Fund was introduced in October 2015 and the Finance & Resources Committee (FRC) agreed that unrestricted legacy income would be transferred into this fund each year. The aim of this fund is to ensure that the visibility of legacy income is not lost and to highlight how the legacies we receive are spent. Projects to be funded from the Legacy Fund will be considered annually as part of the budgeting process, and as requirements/opportunities arise.

This year's unrestricted legacy income of £133k has been transferred into the fund. In addition £52k was transferred from restricted legacies. This represents legacy income received at the end of last year deemed to be restricted, which transpires to be unrestricted. The fund closing balance was £330k.

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TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2020

Restricted Funds

The Trust held £3,186k of restricted funds at 31 March 2020. These funds are analysed in Note 18.

The value of funds has increased by £295k from £2,891k at 31 March 2019.

Financial reserves policy

Financial reserves are defined as that part of our unrestricted funds (including designated funds) that are available to spend on any of the Trust's purposes. Accordingly it excludes restricted funds and any tangible fixed assets purchased using unrestricted monies.

As described in previous years during our last strategic review the Trustees decided that we need to maintain:

- adequate financial resources to meet our financial needs for the next 12 months ('short-term funds')
- we should set aside additional financial reserves to fund one off projects that may arise during the strategy plan period of 2016 to 2021 ('medium-term funds')
- we should invest our remaining financial reserves to create an endowment which will provide income to ensure that the Trust can fulfil its ongoing wildlife and people projects even if our income reduces in the short term ('long-term funds')

Short-term funds must be maintained at a level to cover next year's budgeted unrestricted cash outflows together with any financial or capital investments to be made in that period. They must be maintained in cash or cash equivalents (convertible to cash within 3 months).

At 31 March 2020, total unrestricted cash and equivalents stand at £366k this level meets the Trust's short-term unrestricted requirements for the year to 31 March 2021.

Medium-term funds set aside to fund one-off projects over the strategic plan 2016 to 2021 may be invested in asset classes with higher risk than cash, but not entirely in equities.

At 31 March 2020, £298k of unrestricted funds are held in medium-term investments (primarily in fixed income assets) and £248k in a 6 month notice account.

Long-term funds set aside to create an endowment may be invested in equities. At 31 March 2020 these were £651k.

Our level of financial reserves is reviewed by the Finance & Resources Committee as part of the annual budget approval process to ensure that the Trustees are comfortable with the level of financial reserves being maintained by the Trust.

During the ongoing Covid 19 crisis both management and FRC continue to monitor our financial situation very closely.

Our financial investment policy

Our financial investment policy is focused on the need to provide appropriate short term cash resources for the Trust to carry out its present and future activities effectively, together with the management of an acceptable level of investment risk on funds that we do not need in the short term to generate an income for the Trust, along with capital growth.

Our investment policy is reviewed annually by the FRC. Investments funds held are reviewed on a regular basis and any substantive changes to the finances will be highlighted to Council. No additional funds were invested this year.

During our last major review of the financial investment policy we decided to use Sarasin & Partners, a Swiss /UK investment manager, specialising in charities and used by a number of other wildlife trusts.

As a result of Covid 19 the financial markets have been in turmoil, with extreme volatility. The position as at the end of March is shown in the financial statements and commented on below. We are monitoring the value our investments frequently, and we will provide an update on the current market value at the AGM.

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TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2020

We have investments in two Sarasin funds - these are both Common Investment Funds.

- **Alpha Endowment fund** (long-term funds) – the objective of this fund is to achieve long-term capital growth whilst also generating a level of income. Assets are primarily held in UK and Global equities. The value of these investments at 31 March 2020 was £651k which represented a cumulative £51k (8.5%) gain on the amount invested of £600k. The value of this fund on 31 May 2020 was £690k.
- **Alpha Income fund** (medium-term funds) – the objective of this fund is to achieve a consistently attractive level of income coupled with the potential for long term capital appreciation, whilst aiming to preserve the value of the capital over the shorter term. It is fixed interest orientated, with the remainder in a mix of global equities, convertible bonds and cash. The value of the investments at 31 March 2020 (£298k) represented a cumulative £3k (1%) loss on £300k invested. The value of this fund on 31 May 2020 was £307k.

The Sarasin Alpha funds follow a socially responsible and ethical investment policy.

In addition we have relatively small investments in two Blackrock (a leading global investment manager) funds, which we have held for a number of years. We decided to continue to hold these to provide an element of diversification in our investment portfolio.

Details of movements in our investments can be found in Note 11.

As noted in previous years the Trust is receiving restricted income which for a variety of reasons will not be spent in the immediate future. We therefore decided to expand our financial investment policy to cover restricted funds, with the one difference to the policy used for our unrestricted funds being that when we apply the policy we will hold short term funds to cover planned expenditure for the next 24 months rather than just the next year's budget for unrestricted income.

TRUSTEE'S RESPONSIBILITIES AND APPROVAL

Statement of Trustees' Responsibilities

The Trustees (who are also Directors of Hertfordshire and Middlesex Wildlife Trust for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires Trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charitable company and of the incoming and outgoing resources and application of their resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The directors are responsible for the maintenance and integrity of the Trustees' Annual Report and Financial Statements published on the Charity's website. Legislation in the UK concerning the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The responsibility for preparing this Annual Report rests with the charity's Trustees. It is taken to the June 2020 meeting of Council for approval.

Disclosure of information to auditors

So far as the Trustees are aware, there is no relevant audit information of which the charity's auditors are unaware. The Trustees have taken all the steps that they ought to have taken as Trustees in order to make themselves aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

Auditors

Mazars have indicated their willingness to continue in office and in accordance with the provisions of the Companies Act, it is proposed that they be re-appointed auditors for the ensuing year.


Statement for small companies

This Trustees' report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption provided by section 414B (b) of the Companies Act 2006.

Subsequent events

During March 2020, a global pandemic was declared arising from the outbreak of Covid 19. As the pandemic started prior to the year end balance sheet valuations have accounted for the trustees' assessment of the impact of Covid 19. The trustees have put plans in place to mitigate the impact to the charity subsequent to the year end which are disclosed in the trustees' report, principally on pages 6 and 18.

Approved by the Council of Management on 18 June 2020 and signed on its behalf by:


.....
c p hinds (Jul 28, 2020 09:29 GMT+1)

Clive Hinds
Trustee & Treasurer

Opinion

We have audited the financial statements of Hertfordshire and Middlesex Wildlife Trust (the 'charity') for the year ended 31 March 2020 which comprise of the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2020 and of its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Emphasis of matter – Impact of the outbreak of Covid 19 on the financial statements

In forming our opinion on the charity's financial statements, which is not modified, we draw your attention to the trustees' view on the impact of Covid 19 as disclosed principally on pages 6 & 18, the consideration given in the going concern basis of preparation on page 30 and the subsequent events note on page 42.

During March 2020, a global pandemic was declared arising from the outbreak of Covid 19, the impact of which is causing widespread disruption to normal patterns of business activity across the world, including the UK.

The full impact following the emergence of Covid 19 is still unknown. It is therefore not currently possible to evaluate all the potential implications to the charity's operations, benefactors and the wider economy.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you were:

- the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the Trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The Trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' Report which includes the Directors' Report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Trustees' Report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate and proper accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specific by law are not made; or
- we have not received all the information and explanations we require for our audit.
- the Trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemption in preparing the Trustees' Report and from the requirement to prepare a Strategic Report.

HERTFORDSHIRE AND MIDDLESEX WILDLIFE TRUST LIMITED

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF HERTFORDSHIRE AND MIDDLESEX WILDLIFE TRUST

Responsibilities of Trustees

As explained more fully in the Statement of Trustees' Responsibilities set out on page 23, the Trustees (who are also the directors of the charitable company for the purposes of company law and trustees for the purpose of charity law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of the audit report

This report is made solely to the company's members as a body in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body for our audit work, for this report, or for the opinions we have formed.



Vincent Marke (Aug 3, 2020 23:00 GMT+1)

Vincent Marke

(Senior Statutory Auditor)

for and on behalf of **Mazars LLP**

Chartered Accountants and Statutory Auditor
The Pinnacle
160 Midsummer Boulevard
Milton Keynes
MK9 1FF

Date: 03-Aug-2020

HERTFORDSHIRE AND MIDDLESEX WILDLIFE TRUST LIMITED
STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2020

| | Note | Unrestricted Funds £000 | Restricted Funds £000 | Total 2020 £000 | Total 2019 £000 |
|---|--------------|-------------------------------|-----------------------------|-----------------------|-----------------------|
| <u>Income from:</u> | | | | | |
| - Donations and legacies: | | | | | |
| Membership subscriptions | 2 | 1,064 | - | 1,064 | 1,030 |
| Donations, gifts and grants | 4(a) | 68 | 41 | 109 | 40 |
| Legacies | | 133 | - | 133 | 129 |
| - Other trading activities: | | | | | |
| Fundraising activities | | 138 | 94 | 232 | 97 |
| Investment and other income | | 49 | - | 49 | 44 |
| - Income from charitable activities: | | | | | |
| Grants | 4(a) | - | 531 | 531 | 215 |
| -Fees and contracts | 4(b) | 19 | 274 | 293 | 396 |
| Total income | | 1,471 | 940 | 2,411 | 1,951 |
| <u>Expenditure on:</u> | | | | | |
| Costs of raising funds | 5 | 520 | 2 | 522 | 633 |
| Expenditure on charitable activities: | | | | | |
| Conservation and nature reserves | 5 | 794 | 592 | 1,386 | 1,243 |
| (Release of) Provision for Purwell Bridge | 5 | (41) | - | (41) | - |
| Total expenditure | | 1,273 | 594 | 1,867 | 1,876 |
| Net gains/(losses) on investments | 11(a)/ 17 | (36) | - | (36) | 22 |
| Net income | | 162 | 346 | 508 | 97 |
| <u>Other recognised gains/(losses):</u> | | | | | |
| Gain on sales of Broad Colney Lakes | 5(a) | - | - | - | 84 |
| Net movement in funds | 6 | 162 | 346 | 508 | 181 |
| Fund balances brought forward | | 1,531 | 2,891 | 4,422 | 4,241 |
| Fund balances carried forward | | 1,693 | 3,237 | 4,930 | 4,422 |

All of the above results are derived from continuing activities. There are no recognised gains and losses in the year other than those recorded above.

The information presented within the Statement of Financial Activities for the year ended 31 March 2020 is equivalent to that which would have to be disclosed in an income and expenditure account and accordingly a separate income and expenditure account has not been presented, as permitted by Companies Act 2006.

The comparative SoFA for 2019 can be found in note 3.

The notes on pages 30 to 42 form part of these financial statements.

HERTFORDSHIRE AND MIDDLESEX WILDLIFE TRUST LIMITED
BALANCE SHEET AS AT 31 MARCH 2020

| | Note | 31 March 2020 £000 | 31 March 2020 £000 | 31 March 2019 £000 | 31 March 2019 £000 |
|---|------|--------------------------|--------------------------|--------------------------|--------------------------|
| Fixed Assets | | | | | |
| Tangible fixed assets | 9 | | 246 | | 171 |
| Nature reserves | 10 | | 1,654 | | 1,654 |
| Investments | 11 | | 1,078 | | 1,122 |
| | | | <u>2,978</u> | | <u>2,947</u> |
| Current Assets | | | | | |
| Debtors | 12 | 303 | | 186 | |
| Short term investments | 13 | 248 | | 247 | |
| Cash and cash equivalents | 13 | 1,594 | | 1,388 | |
| | | <u>2,145</u> | | <u>1,821</u> | |
| Creditors: Amounts falling due within one year | 14 | | <u>(193)</u> | | <u>(290)</u> |
| Net Current Assets | | | <u>1,952</u> | | <u>1,531</u> |
| Provision | 15 | | - | | (56) |
| Net Assets | | | <u>4,930</u> | | <u>4,422</u> |
| Funds | | | | | |
| Unrestricted funds: | | | | | |
| General funds | 17 | | 763 | | 701 |
| Designated funds | 17 | | 981 | | 830 |
| Restricted funds | 18 | | 3,186 | | 2,891 |
| Total Funds | | | <u>4,930</u> | | <u>4,422</u> |

These financial statements have been prepared with the special provision of part 15 of the Companies Act 2006 relating to small entities.

These financial statements were approved on 18 June 2020 and authorised for issue by the Council of Management on and signed on its behalf by:

Mike Master

Mike Master (Jul 28, 2020 11:29 GMT+1)

.....

M. Master (Chairman)

C P Hinds

c p hinds (Jul 28, 2020 09:29 GMT+1)

.....

C. Hinds (Trustee & Treasurer)

The notes on pages 30 to 42 form part of these financial statements.

HERTFORDSHIRE AND MIDDLESEX WILDLIFE TRUST LIMITED

CASH FLOW STATEMENT AS AT 31 MARCH 2020

| | 31 March 2020 £000 | 31 March 2020 £000 | 31 March 2019 £000 | 31 March 2019 £000 |
|---|---------------------------------------|---------------------------------------|---------------------------------------|---------------------------------------|
| <u>Cash flows from operating activities:</u> | | | | |
| Net movement in funds | 508 | | 181 | |
| Adjustments for: | | | | |
| Depreciation | 12 | | 16 | |
| Losses / (gains) on fixed and current investments | 35 | | (22) | |
| Investment manager fees | 8 | | 4 | |
| Investment and interest income | (49) | | (44) | |
| Movement in debtors | (117) | | (58) | |
| Movement in creditors | (97) | | (96) | |
| Movement in provision | (56) | | (44) | |
| Cash generated from operating activities | 244 | | (63) | |
| <u>Cash flows from investing activities:</u> | | | | |
| Investment and interest income | 49 | | 44 | |
| Purchase of tangible fixed assets | (87) | | - | |
| Purchase of nature reserves | - | | (320) | |
| Net cash used in investing activities | (38) | | (276) | |
| Change in cash and cash equivalents in the reporting period | | 206 | | (339) |
| Cash and cash equivalents at the beginning of the reporting period | | 1,388 | | 1,727 |
| Cash and cash equivalents at the end of the reporting period | | 1,594 | | 1,388 |

The notes on pages 30 to 42 form part of these financial statements.

HERTFORDSHIRE AND MIDDLESEX WILDLIFE TRUST LIMITED

NOTES TO THE FINANCIAL STATEMENTS

1 Accounting policies

General information

Hertfordshire and Middlesex Wildlife Trust Limited is a company limited by guarantee, incorporated in England and Wales. The address of its registered office and principal place of business is disclosed in the company information.

Hertfordshire and Middlesex Wildlife Trust Limited is also a charity, registered with the Charity Commission (England and Wales). The principal activity of the charity is to advance, promote and further the conservation, maintenance and protection of wildlife and its habitats.

The financial statements are presented in Sterling and this is the functional currency of the charity.

Basis of Preparation

The financial statements have been prepared under the historical cost convention, and in accordance with applicable accounting standards. In preparing the financial statements the charity follows best practice as set out in the Statement of Recommended Practice: 'Accounting and Reporting by Charities' (SORP), the Financial Reporting Standard applicable in the United Kingdom and Ireland (FRS102) and the Charities and Companies Acts.

The financial statements have been prepared on a going concern basis. Forecasts and business plans have been prepared which provide comfort that the Charity will continue to meet its objectives and be able to pay its liabilities as they fall due for the foreseeable future and for a period of at least 12 months from the approval of the financial statements.

The following accounting policies have been applied consistently in dealing with items which are considered material in relation to the company's financial statements.

- a) Voluntary income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when received. Membership subscriptions are included in the accounts in the period in which they are received.
- b) Revenue grants are credited to incoming resources when they are receivable.
- c) Income from legacies is included within the financial statements when the charity is legally entitled to the income and the amount can be quantified at the year end with reasonable accuracy.
- d) Grants for the purchase of fixed assets are credited to restricted incoming resources when receivable.
- e) Costs of raising funds comprise the costs incurred through promoting membership and seeking donations to the Trust.
- f) Governance, finance and office costs (including relevant staff costs) are allocated to activities within the categories based on the average number of staff involved in those activities.
- g) Depreciation is provided on tangible fixed assets at rates calculated to write each asset down to its estimated residual value over its expected useful life, as follows:

| | |
|--------------------------------------|-----------------------------|
| Leasehold property (Grebe House) | straight line over 99 years |
| Reserves infrastructure | 4% straight line basis |
| Motor vehicle | 25% straight line basis |
| Plant | 20% straight line basis |
| Office equipment | 20% straight line basis |
| Computer equipment | 20% straight line basis |
| Office refurbishment | 20% straight line basis |
| Nature reserves | nil |
| Assets in the course of construction | nil |

HERTFORDSHIRE AND MIDDLESEX WILDLIFE TRUST LIMITED

NOTES TO THE FINANCIAL STATEMENTS

- h) Tangible fixed assets costing more than £3,000 are capitalised.

Grebe House leasehold property was acquired in 1981 on a 99 year lease. The net book value of the lease at 31 March 2020 was £80,253 (2019: £81,596). In the event that the Trust vacates the premises the lease will automatically revert to the Council of the District of St Albans, and there is no guarantee that compensation will be receivable. In view of this uncertainty the Trustees have decided to carry the leasehold at its net book value.

- i) The Trust holds nature reserves in furtherance of the charitable objects of the Trust. These assets cannot be readily sold and so in the normal operations of the Trust are not available for other use. The Trustees consider that owing to the incomparable nature of these reserves, conventional valuation approaches lack sufficient reliability and that, even if valuations could be obtained, the costs would be onerous compared with the additional benefits derived by the Trust and users of the accounts. The figures in the accounts represent the cost or valuation of the asset on acquisition where available, or where this is not available are included at the historic book cost.

With the exception of expenditure on major reserves infrastructure works, expenditure on constructions within the nature reserve are written off as expenditure during the year. It is the Council of Management's view that it should not be capitalised due to their vulnerability to vandalism.

- j) Debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.
- k) Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any trade discounts due.
- l) The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.
- m) Cash and cash equivalents are cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.
- n) Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund, together with a fair allocation of overheads and support costs.
- o) Unrestricted funds represent subscriptions, donations and other income received for charitable purposes.
- p) Designated funds comprise of unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of designated funds is set out in the notes to the financial statements.
- q) The Trust makes payments to the defined contribution personal pension plans of employees who have joined the plan. The charge for the year represents the total payments made.
- r) Life members' subscriptions are written off over 20 years.
- s) Rentals payable under operating leases are charged to the Statement of Financial Activities in the period in which they fall due.
- t) Investments are stated at market value. Unrealised gains/losses on the annual revaluation are transferred to reserves. Income from investments is recognised when it becomes receivable.
- u) Income is shown net of VAT.
- v) Irrecoverable VAT is identified as a cost and allocated to the appropriate costs.

HERTFORDSHIRE AND MIDDLESEX WILDLIFE TRUST LIMITED

NOTES TO THE FINANCIAL STATEMENTS

w) Judgements in applying accounting policies and key sources of estimation uncertainty

In applying the company's accounting policies, the directors are required to make judgements, estimates and assumptions in determining reliable evidence available at the time when the decisions are made, and are based on historical experience and other factors that are considered to be applicable. Due to inherent subjectivity involved in making such judgements, estimates and assumptions, the actual results and outcomes may differ.

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, if the revision affects only that period, or in the period of the revision and future periods, if the revision affects both current and future periods.

The key estimates and assumptions made in these accounts are:

- Legacies are recognised when the criteria of entitlement, probability and certainty of amount, can be met
- Depreciation is calculated on a straight line basis, based on management's best estimate of the useful economic lives of assets on policies can be seen above;
- Nature reserves are shown at the cost or valuation of the asset on acquisition where available, or where this is not available are included at the historic book cost;
- In 2017, the Trust established a provision for works required to a bridge at Purwell Ninesprings. The work commenced in January 2019 and has now been completed. No additional actions have been identified and the remaining provision of £41k has been released.

2. Household memberships

| | 2020 | 2019 |
|---|---------------|---------------|
| | No. | No. |
| Total Memberships at the start of the year | 11,982 | 11,876 |
| Net change | 360 | 106 |
| Total Memberships at the end of the year | 12,342 | 11,982 |

HERTFORDSHIRE AND MIDDLESEX WILDLIFE TRUST LIMITED

NOTES TO THE FINANCIAL STATEMENTS

| 3. Comparative Statement of Financial Activities | Unrestricted Funds | Restricted Funds | Total 2019 |
|--|-----------------------|---------------------|---------------|
| | £000 | £000 | £000 |
| <u>Income from:</u> | | | |
| - Donations and legacies: | | | |
| Membership subscriptions | 1,030 | - | 1,030 |
| Donations, gifts and grants | 40 | - | 40 |
| Legacies | 77 | 52 | 129 |
| - Other trading activities: | | | |
| Fundraising activities | 97 | - | 97 |
| Investment and other income | 44 | - | 44 |
| - Income from charitable activities: | | | |
| Grants | - | 215 | 215 |
| -Fees and contracts | 37 | 359 | 396 |
| Total income | 1,325 | 626 | 1,951 |
| <u>Expenditure on:</u> | | | |
| Costs of raising funds | 629 | 4 | 633 |
| Expenditure on charitable activities: | | | |
| Conservation and nature reserves | 711 | 532 | 1,243 |
| Total expenditure | 1,340 | 536 | 1,876 |
| Net gains/(losses) on investments | 22 | - | 22 |
| Net income | 7 | 90 | 97 |
| <u>Other recognised gains/(losses):</u> | | | |
| Gain on sales of Broad Colney Lakes | 84 | - | 84 |
| Net movement in funds | 91 | 90 | 181 |
| Fund balances brought forward | 1,440 | 2,801 | 4,241 |
| Fund balances carried forward | 1,531 | 2,891 | 4,422 |

HERTFORDSHIRE AND MIDDLESEX WILDLIFE TRUST LIMITED

NOTES TO THE FINANCIAL STATEMENTS

| 4.(a) Donations, gifts and grants | Unrestricted | Restricted | Total | Total |
|-----------------------------------|--------------|------------|------------|------------|
| | 2020 | 2020 | 2020 | 2019 |
| | £000 | £000 | £000 | £000 |
| Affinity Water | - | 17 | 17 | - |
| Biffa | - | 16 | 16 | - |
| Environment Agency | - | 117 | 117 | 14 |
| Environmental Compliance Fine | - | 55 | 55 | - |
| Heritage Lottery Fund | - | 48 | 48 | - |
| HS2 – Colne Valley Bats | - | 47 | 47 | 39 |
| Rural Payments Agency (Defra) * | 59 | - | 59 | 23 |
| Tesco LCGS | - | 9 | 9 | 13 |
| Thames Water | - | 175 | 175 | - |
| Veolia Environmental Trust | - | 13 | 13 | 15 |
| Other | 9 | 75 | 43 | 51 |
| Total | 68 | 572 | 640 | 255 |

Shown in the SoFA as follows:

| | | | | |
|-----------------------------|-----------|------------|------------|------------|
| Donations, gifts and grants | 68 | 41 | 109 | 40 |
| Grants | - | 531 | 531 | 215 |
| Total | 68 | 572 | 640 | 255 |

Grants/donations exceeding £10,000 per funder in either the year ended 31 March 2020 or 31 March 2019 have been disclosed separately in the above schedule, with anything below this included within other.

* Higher Level Stewardship & Basic Payment Scheme.

| 4. (b) Fees and contracts | Unrestricted | Restricted | Total | Total |
|--|--------------|------------|------------|------------|
| | 2020 | 2020 | 2020 | 2019 |
| | £000 | £000 | £000 | £000 |
| Rent for Angling Licences | 11 | - | 11 | 11 |
| Consultancy | 1 | 18 | 19 | 11 |
| Hertfordshire County Council - HERC | - | 38 | 38 | 43 |
| Hertfordshire County Council – S.106 | - | - | - | 129 |
| HS2/HLF – Colne Valley | - | 47 | 47 | - |
| Affinity Water – Biodiversity Management | - | 45 | 45 | 52 |
| Forest School Educational activities | - | - | - | 7 |
| Go Wild at Hudnall | - | 14 | 14 | - |
| Harpenden TC - People & Wildlife Officer | - | 17 | 17 | 20 |
| Tarmac - Panshanger P & WO | - | 23 | 23 | 34 |
| Stevenage Borough Council P & WO | - | 12 | 12 | 7 |
| HERC Data search invoices | - | 43 | 43 | 44 |
| HERC Annual Licences | - | 15 | 15 | 9 |
| Corporate Fees | - | - | - | 11 |
| Other | 7 | 1 | 8 | 18 |
| Total | 19 | 274 | 293 | 396 |

HERTFORDSHIRE AND MIDDLESEX WILDLIFE TRUST LIMITED

NOTES TO THE FINANCIAL STATEMENTS

| 5. Analysis of total expenditure | Note | Expenditure on Raising funds 2020 £000 | Expenditure on Charitable activities 2020 £000 | Governance 2020 £000 | Total 2020 £000 | Total 2019 £000 |
|--|------|--|---|---|-----------------------|-----------------------|
| Direct costs: | | | | | | |
| Staff & volunteer costs | | 235 | 703 | 5 | 942 | 932 |
| Nature reserves and project expenditure | | - | 236 | | 236 | 301 |
| Publications, newsletters & publicity | | 13 | 100 | | 113 | 89 |
| Annual contribution to RSWT* | | - | 49 | | 49 | 48 |
| Depreciation | 6/9 | 1 | 10 | 2 | 12 | 15 |
| Membership recruitment & servicing | | 175 | - | - | 175 | 177 |
| Audit and accountancy fees | 6 | 1 | 5 | 10 | 16 | 11 |
| Council expenses | | - | - | 2 | 2 | 2 |
| Sub total | | 424 | 1,104 | 19 | 1,547 | 1,573 |
| *Royal Society of Wildlife Trusts | | | | | | |
| Support costs: | | | | | | |
| Staff & volunteer costs | 7 | 45 | 133 | 42 | 220 | 191 |
| Finance | | 3 | 1 | 2 | 5 | 3 |
| Office | | 21 | 61 | 15 | 97 | 86 |
| Information technology | | 5 | 16 | 5 | 25 | 16 |
| Legal and professional fees | | 3 | 8 | 3 | 14 | 7 |
| Sub total | | 76 | 219 | 66 | 361 | 303 |
| Total | | 500 | 1,323 | 85 | 1,908 | 1,876 |
| Allocation of Governance costs | | 22 | 63 | (85) | - | - |
| Total (post allocation) | | 522 | 1,386 | - | 1,908 | 1,876 |
| | | Expenditure on Raising funds 2020 £000 | Expenditure on Charitable activities 2020 £000 | Provision for Purwell Bridge 2020 £'000 | Total 2020 £000 | Total 2019 £000 |
| Total Expenditure (post allocation) | | 522 | 1,386 | - | 1,908 | 1,876 |
| (Release of) Provision for Purwell Bridge | | - | - | (41) | (41) | |
| Total per SOFA | | 522 | 1,386 | (41) | 1,867 | 1,876 |

Governance costs are allocated to activities within the categories based on the average number of staff involved in those activities.

5a. During last year, Broad Colney Lakes Nature Reserve was sold. This occurred outside the ordinary course of business and in accordance with the SORP was included as a separate item below net income/expenditure.

HERTFORDSHIRE AND MIDDLESEX WILDLIFE TRUST LIMITED

NOTES TO THE FINANCIAL STATEMENTS

6. Net movement in funds

| | 2020 £000 | 2019 £000 |
|---|--------------|--------------|
| Net movement in funds is stated after charging: | | |
| Auditors' remuneration | | |
| - statutory audit | 6 | 6 |
| - other services | - | 1 |
| Operating lease rentals | | |
| - plant and machinery | 8 | 8 |
| Depreciation – owned assets | 12 | 16 |
| and crediting: | | |
| Interest receivable | 8 | 3 |

7. Staff costs and numbers

| | 2020 £000 | 2019 £000 |
|-----------------------|--------------|--------------|
| Salaries | 967 | 937 |
| Social security costs | 92 | 86 |
| Employer's pension | 68 | 68 |
| Total | 1,127 | 1,091 |

| | 2020 No. | 2019 No. |
|---|-------------|-------------|
| The average number of full time equivalent employees during the year was: | | |
| Conservation and Nature Reserves | 12 | 11 |
| Support and Administration | 6 | 7 |
| Fundraising and Publicity | 10 | 10 |
| Projects | 7 | 8 |
| Total | 35 | 36 |

Termination payments are recognised when a commitment to pay them arises. During the year, no members of staff received a severance package (2019: three).

The Trust considers its key management personnel comprise the Chief Executive Officer and senior management team (Head of Living Landscapes, Head of Fundraising & Communications, Finance Manager and Business Support Manager). The total employment benefits including employer pension contributions of the key management personnel were £291,249 for five posts (2019: £256,611 for five posts). NB Business Support Manager and their maternity leave cover had a period of overlap.

One employee was remunerated between £60,000 and £70,000 (2019: one).

8. Taxation

All income is applied for charitable purposes and therefore the charity is exempt from corporation tax.

HERTFORDSHIRE AND MIDDLESEX WILDLIFE TRUST LIMITED
NOTES TO THE FINANCIAL STATEMENTS

| 9. Tangible fixed assets | Land, Buildings & Reserves Infrastructure £000 | Office Equipment £000 | Motor Vehicles £000 | Plant and Equipment £000 | Total £000 |
|---------------------------------|---|--------------------------------------|------------------------------------|---|-----------------------|
| Cost | | | | | |
| At 1 April 2019 | 234 | 40 | 47 | 29 | 350 |
| Additions | - | 87 | - | - | 87 |
| Disposals | - | - | - | - | - |
| At 31 March 2020 | <u>234</u> | <u>127</u> | <u>47</u> | <u>29</u> | <u>437</u> |
| Depreciation | | | | | |
| At 1 April 2019 | 75 | 31 | 44 | 29 | 178 |
| Charge for the year | 6 | 3 | 3 | - | 12 |
| Eliminated on disposals | - | - | - | - | - |
| At 31 March 2020 | <u>81</u> | <u>34</u> | <u>47</u> | <u>29</u> | <u>191</u> |
| Net Book Value | | | | | |
| At 31 March 2020 | <u>153</u> | <u>93</u> | <u>-</u> | <u>-</u> | <u>246</u> |
| At 31 March 2019 | <u>159</u> | <u>9</u> | <u>3</u> | <u>-</u> | <u>171</u> |

During the year expenditure was incurred in acquiring new hardware for all staff. Work is not yet completed, nor the assets in use.

| 10. Nature reserves | 2020 £000 | 2019 £000 |
|-------------------------------------|----------------------|----------------------|
| Cost of nature reserves at 31 March | <u>1,654</u> | <u>1,654</u> |

The Trust's nature reserves are held to advance the conservation objectives of the charity. Such assets are central to the achievements of the Trust. Trustees believe that the cost of £1,654k is not materially overstated, in accordance with accounting policy w (above)

HERTFORDSHIRE AND MIDDLESEX WILDLIFE TRUST LIMITED

NOTES TO THE FINANCIAL STATEMENTS

| | 2020 | 2019 |
|---|--------------|--------------|
| | £000 | £000 |
| 11. Fixed asset investments | | |
| Listed investments (a) | 1,064 | 1,107 |
| Loan to Wildlife Fundraising (Central) Ltd (b) | 15 | 15 |
| Total | 1,079 | 1,122 |
| | | |
| a) Listed investments | 2020 | 2019 |
| | £000 | £000 |
| Market value at 1st April | 1,107 | 1,089 |
| Additions | - | - |
| Unrealised (losses)/gains | (36) | 22 |
| Investment manager fees | (8) | (4) |
| Market value at 31 March | 1,064 | 1,107 |
| | | |
| Analysis by type of fund | | |
| Sarasin – Alpha CIF for Endowments | 651 | 685 |
| Sarasin – Alpha CIF for Income & reserves | 298 | 304 |
| Black Rock – Charinco Common Investment Fund | 58 | 56 |
| Black Rock – Charishare Restricted Common Investment Fund | 57 | 62 |
| Market value at 31 March | 1,064 | 1,107 |
| | | |
| Historical cost at 31 March | 978 | 978 |

The funds are held in the UK by BlackRock and Sarasin, regulated investment managers.

b) Loan to associated company

On 20 March 2013 the Trust advanced a loan of £15,000 as the first tranche of funding of Wildlife Fundraising (Central) Limited as required by the Loan Agreement dated 28 January 2013. This is a company established by a number of the Wildlife Trusts (including the Trust) in the south-east to recruit new members.

A second tranche of £10,000 was due by 1st February 2014, but has not been called upon. This loan is secured under a mortgage security deed over the assets of the said company. The loan remains with WFC.

12. Debtors

| | 2020 | 2019 |
|--------------------------------|------------|------------|
| | £000 | £000 |
| Due within one year: | | |
| Trade debtors | 103 | 51 |
| Gift Aid debtor | 60 | 52 |
| Prepayments and accrued income | 140 | 83 |
| As at 31 March | 303 | 186 |

HERTFORDSHIRE AND MIDDLESEX WILDLIFE TRUST LIMITED
NOTES TO THE FINANCIAL STATEMENTS

| | | |
|---|--------------|--------------|
| 13. Short term investments and cash and cash equivalents | 2020 | 2019 |
| | £000 | £000 |
| <u>Short term investments:</u> | | |
| Fixed notice accounts (notice exceeding 3 months *) | 248 | 247 |
| <u>Cash and cash equivalents:</u> | | |
| Current accounts | 1,594 | 1,388 |

* Funds are held in a 6 month notice account with Close Brothers.

| | | |
|---|-------------|-------------|
| 14. Creditors: Amounts falling due within one year | 2020 | 2019 |
| | £000 | £000 |
| Life Members' Subscriptions | 11 | 13 |
| Trade creditors | 36 | 20 |
| Other creditors, accruals and deferred income | 124 | 225 |
| Taxation and social security | 25 | 32 |
| As at 31 March | 193 | 290 |

| | | |
|-----------------------|-------------|-------------|
| 15. Provisions | 2020 | 2019 |
| | £000 | £000 |
| As at 1 April | 56 | 100 |
| Charge to SOFA | (15) | (44) |
| Released provision | (41) | - |
| As at 31 March | - | 56 |

In 2017, the Trust established a provision for works required to a bridge at Purwell Ninesprings. The work commenced in January 2019. Works have now been completed and no remedial actions are required. The remaining provision has been released this year.

16. Analysis of net assets between funds

| | | | | |
|--|-----------------------------|---------------------------|----------------|------------------------|
| Fund balances at 31 March 2020 as represented by: | Restricted Funds | Unrestricted Funds | | Total Funds |
| | £000 | Designated | General | £000 |
| Fixed assets | 173 | - | 73 | 246 |
| Nature reserves | 1,654 | - | - | 1,654 |
| Investments | 215 | 412 | 451 | 1,078* |
| Cash and cash equivalents | 1,228 | 321 | 45 | 1,594 |
| Short term investments | - | 248 | - | 248 |
| Other net current assets/(liabilities) | (85) | - | 194 | 108 |
| Total Net Assets | 3,186 | 981 | 763 | 4,930 |

* Includes initial loan to WFC (£15k)

HERTFORDSHIRE AND MIDDLESEX WILDLIFE TRUST LIMITED

NOTES TO THE FINANCIAL STATEMENTS

| 17. Total funds | At 1st April 2019 £000 | Income £000 | Expenses £000 | Investment gains/ (losses) £000 | Transfers £000 | Gains/ (losses) on sale of fixed assets £000 | At 31 March 2020 £000 |
|-------------------------------|---------------------------|---------------------|-----------------------|---------------------------------------|-------------------|---|--------------------------|
| <u>Unrestricted Funds:</u> | | | | | | | |
| General Fund | 701 | 1,338 | (1,273) | (2) | - | - | 763 |
| Endowment Fund | 685 | - | - | (34) | - | - | 651 |
| Legacies Fund | 145 | 133 | - | - | 52 | - | 330 |
| | <u>1,531</u> | <u>1,471</u> | <u>(1,273)</u> | <u>(36)</u> | <u>52</u> | <u>-</u> | <u>1,744</u> |
| Restricted Funds (note 18) | 2,891 | 940 | (594) | - | (52) | - | 3,186 |
| Total Funds | <u>4,422</u> | <u>2,411</u> | <u>(1,867)</u> | <u>(36)</u> | <u>-</u> | <u>-</u> | <u>4,930</u> |

The designated Endowment Fund represents long term funds set aside by the Trustees to support the delivery of objectives by the Trust.

The aim of the designated Legacy Fund is to ensure that the visibility of legacy income is not lost and to highlight what the legacies we receive are actually used for. Projects to be funded from the Legacy Fund are considered annually as part of the budgeting process, and as requirements/opportunities arise.

The transfer represents legacy income received at the end of last year deemed to be restricted, which transpires to be unrestricted.

We have decided to carry this funding forward to help the Trust continue to address the restrictions on our fundraising and other activities resulting from the Covid 19 outbreak.

18. Restricted funds

Restricted funds were received in the year for specific wildlife conservation projects on the Trust's reserves, county-wide initiatives in Hertfordshire and Middlesex and the Hertfordshire Environmental Records Centre.

Unspent amounts, which can arise for a number of different reasons, are carried forward to be spent in subsequent financial years

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NOTES TO THE FINANCIAL STATEMENTS

| | At 1 April 2019 £000 | Income £000 | Expenses £000 | Transfers £000 | At 31 March 2020 £000 |
|--|-------------------------------|----------------|------------------|-------------------|--------------------------------|
| Restricted Project Funds | | | | | |
| Beane Marsh Nature Reserve Acquisition | - | 133 | (3) | - | 130 |
| Cassiobury Park Work Parties | - | 8 | (8) | - | - |
| Colne Valley Bats | (5) | 47 | (42) | - | - |
| Colne Valley - A Landscape on the Edge | (2) | 48 | (46) | - | - |
| Consultancy | - | 18 | (18) | - | - |
| Fir & Pond Fen | - | 25 | (9) | - | 16 |
| Friends of Tring Reservoir | 11 | - | - | - | 11 |
| Gobions Wood maintenance | 8 | - | (3) | - | 5 |
| Gobions Wood S.106 | - | 17 | (19) | - | (2) |
| Go Wild at Hudnall | - | 14 | (14) | - | - |
| Harpenden Commons & Greens Officer | - | 17 | (17) | - | - |
| Herts Environmental Records Centre (HERC) | 136 | 104 | (96) | - | 144 |
| Herts County Council S.106 | 129 | 0 | (26) | - | 103 |
| Hertfordshire Wildfowl – Duck tracking | 5 | 17 | - | - | 22 |
| Hilfield/Stockers/Springwell management | 14 | 57 | (63) | - | 8 |
| Individual Donations | 77 | - | (2) | - | 75 |
| Kings' Meads – Restoring the Majesty | - | 255 | - | - | 255 |
| Living Rivers – Catchment hosting | 20 | 21 | (41) | - | - |
| Living Rivers - Environmental Compliance * | 275 | 57 | (48) | - | 284 |
| Long Deans – Chalk Grassland Restoration | 0 | 13 | (15) | - | (2) |
| Lower Ash Restoration | 28 | - | - | - | 28 |
| Panshanger Park Education Fund | 4 | - | (4) | - | - |
| Panshanger Park People & Wildlife Officer | - | 23 | (23) | - | - |
| Slimy Wrigglers II/Lower Rib | 10 | - | - | - | 10 |
| Stevenage Green Spaces | 0 | 12 | (12) | - | - |
| Tesco Local Community projects | 2 | 11 | (14) | - | (1) |
| Tewinbury & Mimram River Restoration | 47 | - | (8) | - | 39 |
| Other | 26 | 43 | (44) | - | 26 |
| | 785 | 940 | (574) | - | 1,151 |
| Restricted Legacies | 361 | - | (13) | (52) | 296 |
| Capital Funds | | | | | |
| Nature Reserves Fund | 1,591 | - | - | - | 1,591 |
| Nature Reserves Infrastructure | 77 | - | (4) | - | 73 |
| Public Appeal Fund | 77 | - | (2) | - | 75 |
| Total | 2,891 | 940 | (594) | (52) | 3,186 |

* Environmental compliance includes deferred income approved to be drawn down from FY20.

Projects with income exceeding £10,000 and/or those with balances exceeding £10,000 at 31 March 2020 have been disclosed separately in the above schedule. Projects below these figures have been included within other.

The Nature Reserves Fund represents Nature Reserves which have been acquired by the Trust or gifted or bequeathed to the Trust. Nature Reserves Infrastructure represents capitalised costs on the construction of Thorley Bridge. The Public Appeal Fund represents funds used for the acquisition of Grebe House.

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19. Pension commitments

The charity provides a defined contribution money purchase pension scheme, the assets of which are held separately from those of the company in an independently administered fund. Contributions totalling £68k (2019: £68k) were paid during the year.

20. Future financial commitments

At 31 March 2020 the Trust had annual commitments under non-cancellable operating leases as set out below:

| | 2020 | | 2019 | |
|--------------------------------|----------------------------|---------------|----------------------------|---------------|
| | Land and buildings £000 | Other £000 | Land and buildings £000 | Other £000 |
| Operating leases which expire: | | | | |
| Within one year | - | 8 | - | 8 |
| Between one and five years | - | 8 | - | 13 |
| | <u>-</u> | <u>16</u> | <u>-</u> | <u>21</u> |

21. Local groups

The Trust has one branch (Mid Herts). In 2020 Mid Herts Group submitted their returns, and that has been included in the financial statements.

22. Transactions with members of the Council of Management

During the year expenses totalling £786 was paid to one member of the Council of Management for travelling (2019: £1,580 paid to three members). No remuneration has been paid in the year (2019: £nil).

Unconditional donations received from Trustees during the year amounted to £270 (4 Trustees) and in 2019 £215 (3 Trustees).

There were no other transactions between Council members and the Trust during the year.

23. Control

The controlling party is deemed to be the Board of Trustees.

24. Subsequent events

During March 2020, a global pandemic was declared arising from the outbreak of Covid 19. As the pandemic started prior to the year end balance sheet valuations have accounted for the trustees' assessment of the impact of Covid 19. The trustees have put plans in place to mitigate the impact to the charity subsequent to the year end which are disclosed in the trustees' report, principally on pages 6 and 18.