

**Company Registration No. 585247 (England and Wales)**

**Warwickshire Wildlife Trust Ltd**

(A Company Limited by Guarantee)

**CONSOLIDATED FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2008**

**(Registered Charity Number 209200)**



# Warwickshire Wildlife Trust Ltd

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# **Warwickshire Wildlife Trust Ltd**

## **LEGAL AND ADMINISTRATIVE INFORMATION**

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### **DIRECTORS**

M Bunney	Chairman
G R Harrison	Vice Chairman
R W Hill	Vice Chairman
B P Whittington	Treasurer
Mrs K M Reeve	Secretary
M F Bradley	
R V J Cadbury	
R G Gibbs	
R M Gledson	
K A Graves	Resigned 30/04/08
D Morphew	Resigned 25/09/08
M A Holmes	Resigned 25/09/08
J T Irvine	
J R Roberts	
Mrs V Roberts	
S Batt	Appointed 25/09/08
Ms B Gardner	Appointed 25/09/08
A Lorimer	Appointed 25/09/08
B Sherwin	Appointed 25/09/08
N Harris	Appointed 25/09/08

### **COMPANY SECRETARY**

Mrs K M Reeve

### **REGISTERED OFFICE**

Brandon Marsh Nature Centre  
Brandon Lane  
Coventry  
Warwickshire  
CV3 3GW

Telephone: 024 7630 2912  
Fax: 024 7663 9556  
Email: [enquiries@wkwt.org.uk](mailto:enquiries@wkwt.org.uk)

### **AUDITORS**

Thomas & Young LLP  
Chartered Accountants  
240-244 Stratford Road  
Shirley  
Solihull  
B90 3AE

### **BANKERS**

The Co-operative Bank  
6 Warwick Row  
Coventry  
CV1 1EE

### **SOLICITORS**

Moore & Tibbits  
34 High Street  
Warwick  
CV34 5BE

# **Warwickshire Wildlife Trust Ltd**

## **TRUSTEES' REPORT**

For the year ended 31 December 2008

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The Board of Trustees present their annual report together with the audited financial statements for the year ended 31st December 2008.

### **REFERENCE AND ADMINISTRATIVE DETAILS**

Warwickshire Wildlife Trust is a registered charity (No 209200) and a company limited by guarantee (No 585247). It is a membership organisation, governed by its Memorandum and Articles of Association. The Trust is managed by a Council of Trustees, elected from its members, who provide the overall direction for the development of the Trust. On a day-to-day basis its work is carried out by a staff totalling 80 (including our consultancy subsidiary company Middlemarch Environmental Ltd). The Charity's head office is at Brandon Marsh Nature Centre near Coventry and it owns an Education Centre in Brueton Park, Solihull as well as leasing offices for Middlemarch Environmental Ltd.

Warwickshire Wildlife Trust is one of 47 independent charities which form a national partnership - The Wildlife Trusts, with over 750,000 members and 2,500 nature reserves throughout the UK. The Trust's junior membership is part of the national environment club - Wildlife Watch - which provides projects for members and affiliated schools, so involving them directly with environmental issues. During 2008 membership of the Trust rose to a record of 21,314. If you would like to join, or find out more, please contact us:

Warwickshire Wildlife Trust,  
Brandon Marsh Nature Centre  
Brandon Lane  
Coventry CV3 3GW

Tel: (024) 7630 2912  
Fax: (024) 7663 9556  
Email: [enquiries@wkwt.org.uk](mailto:enquiries@wkwt.org.uk)

Internet: [www.warwickshire-wildlife-trust.org.uk](http://www.warwickshire-wildlife-trust.org.uk) or [www.wkwt.org.uk](http://www.wkwt.org.uk)

Registered Charity No. 209200

A list of all Trustees, staff and advisors is provided later in this report.

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### **Board of Trustees**

The Council of Trustees is responsible for the overall governance of the Trust. Trustees are either co-opted during the year or elected at the Annual General Meeting, where one third retires by rotation and are eligible for re-election. Council elects one of its numbers to act as Chair for the year at their first meeting following the Annual General Meeting.

Effective partnership between Trustees and staff continues to contribute significantly to our success. Trustees have differing experiences and backgrounds and their roles and responsibilities require them to have an understanding of all aspects of the Charity's work. Trustees meet at four quarterly Council meetings each year, where they review strategy and operational performance and set policies, operating plans and budgets. New Trustees are offered an induction process to give them all the information they need about the Charity and its work. In addition Trustee training sessions are held as and when needed. Trustees are encouraged to attend appropriate external training events where these will help their role.

The Council delegates the exercise of certain tasks in connection with the management and administration of the Charity as set out in a written list of delegated responsibilities, reviewed annually. Council has an Executive Committee responsible for overseeing financial and personnel issues, and Working Groups of Trustees supporting staff in key areas.

# **Warwickshire Wildlife Trust Ltd**

## **TRUSTEES' REPORT (CONTINUED)**

For the year ended 31 December 2008

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### **Statement of Trustees' Responsibilities and Corporate Governance**

The Trustees are responsible for their annual report and for the preparation of financial statements for each financial year, which give a true and fair view of the state of affairs of the Charity and of the net movement in funds of the Charity for that period. In preparing those financial statements, the Trustees:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue to operate.

The Trustees are responsible for ensuring that the Charity keeps proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities and to provide reasonable assurance that:

- the Charity is operating efficiently and effectively;
- all assets are safeguarded against unauthorised use or disposition and are properly applied;
- proper records are maintained and financial information used within the Charity, or for publication, is reliable;
- the Charity complies with relevant laws and regulations.

Processes are in place as part of the Trust's ISO 9001:2000 Quality Management System to ensure that performance is monitored and the appropriate management information is prepared and reviewed monthly by executive management and regularly by the Board of Trustees. A programme of internal audits is in place, linked to a comprehensive risk assessment process.

The systems of internal control are designed to provide assurances against material misstatement or loss. They include:

- a strategic five-year plan and annual budget and work-plan approved by the Trustees;
- regular consideration by the Trustees of financial results, variances from budget, non financial performance indicators and benchmarking reviews;
- delegation of day to day management authority and segregation of duties;
- identification and management of risks.

In accordance with company law the Trustees certify that :

- So far as we are aware, there is no relevant audit information of which the Charity's auditors are unaware, and
- As the Trustees of the Charity we have taken all the steps that we ought to have taken to make ourselves aware of any relevant audit information and to establish that the auditors are aware of that information.

### **Risk Management**

Internal risks are minimised by the implementation of a Risk Management Strategy, reviewed annually, and by procedures for the authorisation of all transactions and projects. Procedures are also in place within the Quality Management System to ensure compliance with health and safety of staff, volunteers, clients and visitors, and to minimise our environmental impacts.

# **Warwickshire Wildlife Trust Ltd**

## **TRUSTEES' REPORT (CONTINUED)**

For the year ended 31 December 2008

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### **Public Benefit**

The advancement of environmental protection and improvement is recognised as a charitable purpose and is regarded universally as producing a public good. Warwickshire Wildlife Trust exists to promote the care and protection of the environment and therefore provides a clear public benefit. The Wildlife Trust's philosophy is based on the belief that the natural world deserves conserving for its own sake and, since this is widely perceived to be a worthy aim of public policy, it may fairly be regarded as a benefit to the public at large. However, the public benefits provided by Warwickshire Wildlife Trust go much further.

Firstly, our nature reserves are used by the public, and many have access on way-marked routes. At most sites information and interpretation is provided to visitors. There are a few cases where there may be a conflict between management requirements and unfettered access, but where this occurs we strive to keep any restrictions to a minimum.

Secondly, our education programmes are aimed at schools, colleges, adult groups and the wider public. Education is also, of course, recognised as a charitable activity in its own right.

Thirdly, our information gathering and provision of expert advice and opinion to local authorities and others helps to ensure that planning decisions are made on a rational basis taking full account of the public benefit of wildlife.

Fourthly, we can exert influence through our substantial membership at local level, and nationally through our membership of the Royal Society of Wildlife Trusts. It is also our belief that the involvement of many volunteers in our work provides an outlet for altruistic endeavour which is of special benefit to those involved as well as delivering benefits to the wider public.

Promoting the enjoyment of the natural world is an important part of what we do: contact with the natural world and the appreciation of wildlife and wild places provides great pleasure to many people and contributes towards wellbeing and health. Our nature reserves and activities are available to all and we try to make special provision for the disabled and disadvantaged wherever possible.

## **ACHIEVEMENTS AND PERFORMANCE**

### **Introduction**

The year 2008 will be remembered as the start of the 'credit crunch' where many international financial systems started to unravel. However, for Warwickshire Wildlife Trust, 2008 was a year of continuing growth in terms of membership, turnover, and most importantly in delivery of conservation and education projects on the ground. This review highlights just some of the many achievements of the charity during the year, divided into our four operational headings: Wildlife Champions, Wildlife Havens, People & Wildlife, and managing our Business.

### **Wildlife Champions**

To be an effective wildlife champion requires a detailed knowledge of the county's ecology. Fortunately, the Habitat Biodiversity Audit team fulfils this role admirably, updating site surveys and assessments for the managing partnership, which includes all the local authorities in Warwickshire, Coventry and Solihull, plus Natural England, the Environment Agency, Warwickshire Biological Records Centre and the Trust. During the year the team carried out extra survey and evaluation work for the Coventry Green Belt Ecological Review and also completed Warwick District Council's Ecological Review.

From this ecological data, the Trust has worked with partners in the Local Biodiversity Action Plan (LBAP) to develop a vision map for biodiversity at a landscape scale, following the publication of our regional map in January 2008. Partners were actively engaged during the year in developing sub-regional maps to identify areas to target for ecological enhancement and the creation or restoration of habitats. Key areas for us include all the river corridors, the Arden landscape character area and Princethorpe woodlands. Over 60 people attended the successful LBAP conference at Ragley Hall, which featured examples of local parish action for wildlife.

## **Warwickshire Wildlife Trust Ltd**

### **TRUSTEES' REPORT (CONTINUED)**

For the year ended 31 December 2008

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Thanks to support from the Trust's Development Fund, a new planning post was established, which has already been very successful in building strong links with several community groups and with developers, often linking the two sections of the community together to reach agreement. Over 110 planning applications have been specifically commented on during the year, including several major cases in which the Trust secured enhancement of proposed habitats and mitigation for lost habitats. Detailed comments were submitted for all the new Local Development Frameworks being developed by local authorities, including Stratford District, Warwick District, Rugby Borough and Nuneaton and Bedworth Borough. Community strategies and Conservation Strategies for Warwickshire County Council and Solihull MBC, and Green Infrastructure plans for Coventry City Council were also commented on. The Trust has been active in the steering group discussion of mitigation for the potential runway extension at Birmingham airport.

Wetlands work was progressed on several fronts, with the development of a project to enhance areas to encourage breeding of snipe along the River Avon. This project worked with six farmers to identify suitable areas for creating wet scrapes, with funding from Higher Level Stewardship grants from Natural England to support long-term management of the land for biodiversity. Work with Coventry City Council to improve management of land and enhancement of habitat for water voles continued, with planning for new planting to connect existing water vole strongholds and further training days. The Water Vole Research project funded by Biffaward has completed initial baseline surveys of 4 comparative sites and has set up a training day for site managers in 2009. Input to Stratford District Council's Stour Vision Biodiversity project resulted in progression of a scheme for Barn Owl and bat boxes to be implemented with several landowners.

#### **Wildlife Havens**

The wildlife havens of our own nature reserves were improved thanks to record levels of volunteer input, although the wet summer made it difficult for our partners in the farming community to cut our hay meadows. Volunteer time was focussed mainly on undertaking habitat management, but species surveying also increased during the year. In total our midweek Nature Force volunteer group achieved a record 11,705 hours during 2008. This, combined with the hard work and dedication of our weekend volunteers, plus corporate work-parties created a total of just under 25,000 hours practical volunteer work (24,985, 2007: 20,524), an increase of 27%. The extra hours enabled us to undertake more habitat management on larger sites, and also habitat improvements to some of the smaller reserves which in the past have been under resourced.

Our work to progress Living Landscapes in the Tame Valley and Princethorpe woodlands continued, but changes in staffing and funding meant this was a year more of consolidation, with plans being developed for future implementation.

On the surveying and monitoring side the Trust invested in Map-Mate, a computer program designed to document species records on our nature reserves. Historically the Trust's records have been paper based so this new system will enable us to feedback species monitoring data into management plans, thereby improving the sites for the future. A report on our biodiversity monitoring work so far showed that all our SSSI sites are in 'favourable condition' status, the highest possible level, with several reserves improving in various conservation aspects.

In funding terms, 2008 marked the end of Natural England's Reserves Enhancement Scheme, which supported the management of our 16 SSSI nature reserves for more than a decade. Its replacement - the Higher Level Stewardship Scheme, also run by Natural England - requires us to submit new funding bids for different clusters of nature reserves, with the first one being accepted into the scheme in 2008. Three other clusters are currently being progressed through the application process and will hopefully be eligible for funding in 2009. There were also increased financial pressures due to the completion of tree safety works across all of our nature reserves, to ensure the safety of all.

Rough Hill Wood benefited from a grant from Carillion plc (through their Natural Habitats Fund) to improve the habitat for bluebells, improve access to the wood with the installation of bridges and hold an open day which attracted over 300 local visitors. The open day exhibited woodland management practices, chainsaw carving, heavy horse extraction, timber milling and displays on the work of the Trust.

## **Warwickshire Wildlife Trust Ltd**

### **TRUSTEES' REPORT (CONTINUED)**

For the year ended 31 December 2008

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A 15 strong team from HSBC's Solihull Commercial Centre took a day away from lending money to lending support to build a new path at Clowes Wood. We are also grateful to many other companies for joining our corporate conservation work parties during the year. This year's Reserves Day was held at Radway Meadows in June, with talks followed by a very enjoyable guided walk around the new nature reserve, a first visit for many.

#### **People and Wildlife**

Our schools education work developed in 2008 with a review of quality and emphasis on curriculum-linked activities. The total number of children engaged in our activities rose at Brandon to over 13,000, and the year also saw the start of our involvement in the new Environment and Land-based 14-19 Diplomas. The education team developed a new course on alternative energies for launch in 2009 as part of a teacher inset programme. Our 'Really Wild' birthday parties have undergone a review with a planned new launch and 'Learn and Discover' branding in 2009. The team also linked with Coventry City Council's Eco-schools project and funding from Serco to provide support activities including Globe training for teachers, education visits to schools, schools memberships, and advice on school grounds development for wildlife.

Newly launched in 2008, with funding from Big Lottery and in partnership with three local authorities, the WildPlay project saw three rangers appointed, delivering fun-packed sessions to over 800 children during the year. North Warwickshire WildPlay successfully completed 130 sessions in its first year, followed by the later launches of Stratford District and Rugby Borough projects. We also developed close links with Play England and developed our partnership links with both Coventry and Solihull. This year also saw the introduction of 'Playing on the Range' training as part of our Play Ranger induction training programme, and a flurry of WildPlay sessions across the county on 6 August as part of the National Play Day.

The Trust's Forest School Project, run in partnership with the Education Departments of Warwickshire County, Coventry City and Solihull Metropolitan Borough Councils, had a successful year with the first cohort of trainees successfully passing their level 3 Open College Network exams. Once back in school, the teachers can work outdoors in their school grounds or in local woodlands to support the teaching of child-centred learning, enabling pupils to think more imaginatively, become aware of woodlands as safe places, and most importantly enjoy the experience. Thanks to funding from Heritage Lottery Fund this project is proving to be highly successful and exceeding all its targets.

2008 also saw the launch of 'Nuts about Nature', our weekend club with hands-on activities and the opportunity to look at and discuss nature and wildlife. Practical craftwork is part of the offer, with pond dipping always a favourite. Aimed at the 5 - 11 year age range, the sessions developed during the year and should take off further in 2009. Launched in February, the 'Toddler Trundle' offers sessions for 2 - 4 year olds, with the time split between outdoor and indoor activities, and by the year-end 227 children had attended.

Moving to an older age range, the Living Roots Project (supported by v-involved) aims to engage young people from 16 - 25 with environmental activities, focusing on media and the arts. A competition was organised in 5 Coventry youth clubs, promoted on radio and in the papers, saw 89 young people entering to help name the project. The prize was a new logo painted on the wall at the City Farm, and at the same time the group decided to work on some lyrics to make a tune for the project.

Amongst the adult engagement activities, Castle Bromwich Library garden was improved, with help and funding from John Lewis, new entrance features were designed at East Street Pocket Park, Coventry, funded by Liveability, with a new fence with motifs made and installed by local young people, and ongoing community consultation over the former City Farm site attracted over 200 people to an open day event. As the year ended, funding of £25,000 was awarded by the Heritage Lottery Fund for the Brueton Park Heritage project which will start in 2009.

Overall the year 2008 was certainly the year of the volunteer, with over 440 people giving a total of over 31,000 hours of their time – equivalent to a staggering 17 full-time staff! (Total 31,260 hours, 2007: 29,253.) Rugby Area Group won the environmental category of Rugby in Bloom for their volunteering work on Rugby nature reserves, and Coventry University students set up monthly volunteering days at Claybrookes Marsh. Due to increasing volunteer numbers, Nature Force is now going out to work on our reserves every other Friday as well as Tuesdays and Wednesdays.



## **Warwickshire Wildlife Trust Ltd**

### **TRUSTEES' REPORT (CONTINUED)**

For the year ended 31 December 2008

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Both our Visitor Centres – at Brandon Marsh near Coventry and the Parkridge Centre in Brueton Park Solihull – continued to thrive, with visitor numbers increasing and an increasing range of events and activities. The Volunteer Fair and Open Day at Brandon in February attracted over 300 people with activities from volunteering demonstrations to children's pond dipping, and the Wildflower Sales later in the year were a great success too, raising over £220 for the Trust and Solihull Mind, the mental health charity.

The GLOBE Programme – which we co-ordinate on behalf of The Wildlife Trusts throughout the UK – completed the delivery of a unique project in the north east of England supported by Northumbrian Water, providing automated weather stations to 85 schools. The project marks a world first linking a company's need for local weather data in response to climate change with the active involvement of local schools, all facilitated by the Wildlife Trusts.

#### **Managing our Business**

Trustees and senior staff continued to work closely together to ensure the good governance of the charity, with Middlesbrough's Board continuing that role for the company. Roger Cadbury stood down as Chair at the AGM in September with Mike Bunney elected to the role. Roger made a huge contribution over the years, and we are pleased that he is staying on in the new role of President. Following a review of our environmental impacts and environmental management systems at both Trust and Middlesbrough, we became accredited to the international standard ISO14001 in early 2008, alongside re-accreditation to the quality standard ISO9001. We are proud to be the first Wildlife Trust and subsidiary consultancy to achieve both these accreditations, which affirm our professional approach and commitment to both quality and the environment.

Once again it is very pleasing to note the continuing growth in our membership, with a record 21,314 reached in 2008, an increase of 18% on last year (2007: 17,992). As members provide the charity with its main source of unallocated funding, it is even more impressive that so many members are now joining at Benefactor levels, making a real difference to our income and so to our charitable work. During 2008 the Trust also benefited from more legacies, with £31,161 received (2007: £19,485) and we thank both donors and executors for their support. Our media coverage declined through the year, possibly simply due to a lack of volunteers sending in cuttings (2008: 934 column inches, 2007: 1,231).

Despite the impact of credit crunch, 2008 was an excellent year for both Trust and our subsidiary company, although this is not easy to see in the required presentation of our Accounts. At the simplest level, the Consolidated Accounts for both charity and company together show income increasing by nearly a million pounds to £4.732M (2007: £3.892M) with expenditure also increasing to £4.504M (2007: £3.751M) providing a surplus of £227,249 (2007: £140,598 - see summary accounts overleaf). However these figures – excellent in themselves – mask a number of important details. Starting with the positive changes on the income side, membership income rose by over 18% to £378K (2007: £319K), Middlesbrough's turnover rose by 19% to nearly £3.2M (2007: £2.695M), Visitor Centre income increased by 58% to £142K (2007: £89K) and grants rose by 38% to £763K (2007: £554K).

The excellent increase in income meant that we could spend more, including a 15% increase on direct charitable expenditure to £1.084M (2007: £940K). The net result of these changes was that the amount of charitable work that the Trust carried out for every £1 of membership subscription remained the same at £2.90 - value for money indeed! The expenditure figures also include contributions from our own Development Fund, where £76K was spent but £84K added to the fund during 2008, and an additional £43K was added to the Contingency Fund bringing it up to its target of £250K. Set against these achievements, the apparent loss of £51K on the Income & Expenditure Account is simply an accounting position.

On the Balance Sheet the debtor's increase is mainly due to Middlesbrough's increased turnover, and positive efforts have reduced this figure in 2009. The cash position continues to be strong, with most of this money committed to allocated projects for future spending. Overall, the group is now in a better financial position than at any time in the past, providing a strong platform for any future challenges.

# **Warwickshire Wildlife Trust Ltd**

## **TRUSTEES' REPORT (CONTINUED)**

For the year ended 31 December 2008

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### **Investment Policy**

The Charity retains all its surplus funds in a COIF account to maximise interest returns whilst providing a high level of security. The COIF Charity Funds (Registered Charities Nos 218873/803610/1046249/1093084) are common investment and deposit funds established under sections 24 and 25 of the Charities Act 1993 and managed by CCLA.

### **Reserves Policy**

The Trustees believe that the Charity should hold financial reserves because:

- 1) It has no endowment funding and is entirely dependent for income on membership, donations, grants and legacies which can vary from year to year;
- 2) It requires protection against unforeseen setbacks and the ability to continue operating despite these circumstances; and
- 3) It requires the ability to be able to take advantage of change and opportunities to further its objectives.

The Trustees believe that the minimum level of unrestricted reserves should be the equivalent of 2 months' operating costs calculated and reviewed annually, and believe that the reserves should be built up to the desired level in stages consistent with the Charity's overall financial position and its needs to maintain and develop its charitable activities. At the end of 2008, a further £43,101 was allocated to the Contingency Fund, bringing it up to its target figure of £250,000.

### **Employees**


The Charity supports equal opportunities and has continued to maintain its Investor in People (IIP) status since 1998. The Trust's staff operates primarily from its headquarters office at Brandon Marsh Nature Centre with some out-posted staff in the Parkridge Centre Solihull as well as rented offices in Coventry and Warwick. Staff of Middlemarch Environmental Ltd operate from rented offices near Millisons Wood on the outskirts of Coventry. During 2008 there were a total of 84 staff, including 47 at the Trust and 37 at Middlemarch Environmental Ltd (2007: 81, split 47:34).

### **Pensions**

The Charity operates a Group Personal Pension scheme, where contributions of 3% from employees are matched by 3% from the Charity or its trading company. The scheme is optional to all staff once they have completed a probationary period, and transportable should they leave.

### **Thanks**

The Trust can only achieve all its many projects and activities with the continuing support from members and volunteers working alongside staff in a positive partnership. The final words must be those of thanks to everyone who has helped Warwickshire Wildlife Trust achieve such a good year – and wish you well for the future.



**Michael Bunney**  
Chairman

26 August 2009

# **Warwickshire Wildlife Trust Ltd**

## **TRUSTEES' REPORT (CONTINUED)**

For the year ended 31 December 2008

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### **Management of the Trust 2008**

#### **PATRON**

The Earl of Aylesford

#### **COUNCIL OF TRUSTEES**

Michael Bunney	(Chair 11.08)
Roger Cadbury	(Chair to 11.08)
Graham Harrison	(Vice Chair)
David Morphew	(Vice Chair to 09.08)
Ron Hill	(Vice Chair 11.08)
Kay Reeve	(Hon Secretary)
Barry Whittington	(Hon Treasurer)
Stephen Batt	(09.08)
Martyn Bradley	
Beth Gardner	(09.08)
Robin Gibbs	
Michael Gledson	
Ken Graves	(to 04.08)
Neil Harris	(09.08)
Maurice Holmes	(to 09.08)
James Irvine	
Alistair Lorimer	(09.08)
John Roberts	
Val Roberts	
Brian Sherwin	(09.08)

#### **REPRESENTATIVES ON COUNCIL**

Anton Irving (English Nature)

Nina Knapman (Warks County Council)

#### **EXECUTIVE COMMITTEE**

Michael Bunney	(Chair 11.08)
Roger Cadbury	(Chair to 11.08)
David Morphew	(Vice Chair to 09.08)
Graham Harrison	(Vice Chair)
Steve Batt	(09.08)
Eamon Collins	
Alistair Lorimer	(09.08)
Kay Reeve	
Val Roberts	
Barry Whittington	
Dr Andy Tasker	(Staff)
Phil Dickin	(Staff)
Gina Rowe	(Staff)

# **Warwickshire Wildlife Trust Ltd**

## **TRUSTEES' REPORT (CONTINUED)**

For the year ended 31 December 2008

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### **CONSERVATION POLICY WORKING GROUP**

Graham Harrison	(Chair)
Martyn Bradley	
Roger Cadbury	
Steven Falk	
Robin Gibbs	
Ron Hill	
Anton Irving	
David Morphew	(to 06.08)
Dr Peter Reeve	
John Roberts	
Bob Slater	
Beth Gardner	(12.08)
Gina Rowe	(Staff)
Sophie Leszczynska	(Staff to 08.08 – maternity leave)

### **RESERVES WORKING GROUP**

Chris Ivin	(Chair to 08.08)
Roger Cadbury	
Howard Eccles	
Ron Hill	
James Irvine	
Richard Wright	
Sophie Leszczynska	(Staff to 08.08 – maternity leave)
Eddie Asbery	(Staff)
Bernie Higgins	(Staff to 07.08)
Ian Jelley	(Staff - Chair 08.08 to 12.08)
Lee Schofield	(Staff 08.08)
Caroline Bailey	(Staff 09.08)
Steve Batt	(04.08 – Chair 12.08)
Avon Gallois	(04.08)

### **MARKETING WORKING GROUP**

Alistair Lorimer	(Chair)
Val Roberts	
Roger Cadbury	
Marc Sanderson	
Pip Vigor	(Staff )
Jo Preston	(Staff)
Yvonne Stevens	(Staff)

### **MIDDLEMARCH ENVIRONMENTAL LTD BOARD**

Eamon Collins	(Chair)
Michael Gledson	
Peter Hunter	
Paul Jarvis	
Barry Whittington	
Dr Andy Tasker	(Staff)
Dr Phil Fermor	(Staff)
David Smith	(Staff)

### **TRUST SOLICITORS**

Moore & Tibbits, Warwick

### **TRUST AUDITORS**

Thomas & Young LLP, Solihull

# **Warwickshire Wildlife Trust Ltd**

## **TRUSTEES' REPORT (CONTINUED)**

For the year ended 31 December 2008

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### **Rugby**

Steve Batt	(Chair)
Cyril Cleaver	(Reserve Warden)
Frank Ollerenshaw	(Treasurer)
Phil Parr	(Conservation Officer)
Margaret Richards	(Secretary)
Diana Forbes-Powney	(Press & Publicity Officer)

### **Solihull**

Ann Adams	(Chair)
Colin Mason	(Treasurer)
Andrea Jones	(Secretary)
Stella Jarman	
Ron Hill	
Louise Lewis	
Adrian Smith	
Naomi Stewart	

### **Stratford on Avon**

Tricia Scott	(Chair to 11.08)
Sally Easton	
Zena Ivin	
George Yates	
Chris Ivin	

### **Sutton Coldfield**

Harvey Skelcher	(Chair)
Joe Lewis	
Bob Bradley	
Barbara Pulsford	
Sylvia Errington	
Sarah Wager	
Ron Hawker	
Jenny Lloyd	
Rosemary Parslow	
Victor Parslow	

### **MAGAZINE**

Pip Vigor	(Editor)
Dr Andy Tasker	
Dave Payne	
Elaine Skates	
Jo Preston	
Vera Brown	

# Warwickshire Wildlife Trust Ltd

## TRUSTEES' REPORT (CONTINUED)

For the year ended 31 December 2008

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### RESERVE WARDENS

Alvecote Meadows	Derek Tattershall
Alvecote Pools	Adam Archer
Ashlawn Cutting	Cyril Cleaver
Brandon Marsh	Ken Bond
Brook Meadow	Vacant
Claybrookes Marsh	Stephanie Gaskin
Clowes Wood	Ron Hill
Cock Robin Wood	Sue Leah
Coxs Island	Nick Eboral
Crackley Wood	Jon Holmes
Deans Green	Harry and Mary Tipping
Draycote Meadows	Roy Davies
Earlswood Moathouse	Mary Jowett
Eathorpe Marsh	Roy Davies
Elmdon Manor	Rod Franks
Glasshouse Spinney	Steve Smith
Goldicote Cutting	Chris Ivin
Grove Hill	Gillian Nussey
Hampton Wood	Dave Solliss
Harbury Spoilbank	Dr John Hancock
Harvest Hill	Richard Bones
Henley Sidings	Ted Read to 08.08
Hunningham Meadow	Andrew Phillips
Kenilworth Common	Howard Eccles
Knowle Hill	Richard Bones
Leam Valley	The late Jack Watkins until 11.08, John Stephens from 12.08
Lion Wood	Worcs WT
Loxley Meadow	Dave Solliss
Newbold Quarry	Richard Wright
Oakwood & BL Spinney	Stephen Budd
Old Nun Wood	Jeff Pendleton
Oxhouse Farm	Miriam Gaskell
Parliament Piece	John Wood
Pinley Abbey	David Kings
Priory Fields	Paul Curry
Radway Meadows	Robert Williams from 08.08
River Arrow	Steve Godfrey
Rough Hill Wood	Val Kendrick
Ryton Wood	Mike Slater
Shadowbrook Meadows	Vacant
Snitterfield Bushes	John Matthews
Stockton Cutting	Michael Childs/Colin Morris
Stoke Floods	John Miles
Stonebridge Meadows	Vacant
Swift Valley	Richard Wright
Temple Balsall	John Clarke
Tocil Wood	Stephen Trinder
Tysoe Island	Peter Ramderson
Ufton Fields	David Morphew
Wappenbury Wood	Bill Lilley & Linda Hutton

# Warwickshire Wildlife Trust Ltd

## TRUSTEES' REPORT (CONTINUED)

For the year ended 31 December 2008

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### RESERVE WARDENS (CONTINUED)

Welches Meadow  
Welcombe Hills  
Whitacre Heath  
Whitnash Brook  
Windmill Spinney  
Wyken Slough

The late Jack Watkins until 11.08, John Stephens from 12.08  
James Hardiman  
Nigel Bailey  
Joe Short until 11.08, Gareth Temple from 12.08  
Vacant  
Jim Jobling

### TRUST STAFF

Group Chief Executive  
Chief Executive's PA  
Director of Conservation  
Conservation Manager  
Reserves Manager  
Planning & Biodiversity Officer  
Woodland Project Officer  
Reserves Volunteering Officer  
Assistant Reserves Officer  
Wetland project Officer  
Wildlife Sites Surveyor  
Assistant Sites Surveyor  
Reserves Biodiversity Officer  
  
Biodiversity Project Manager  
LBAP Coordinator  
  
GIS Survey Officer (HBA)  
Director of People & Wildlife  
Community Manager  
Community Development Officer

Dr Andy Tasker  
Sue Pybus  
Gina Rowe  
Sophie Leszczynska (Maternity Leave 08.08)  
Ian Jelley (08.08)  
Michelle Osbourn (to 11.08)  
Eddie Asbery  
Ian Jelley (to 08.08)  
Lee Schofield (08.08)  
Louise Sutherland  
Jonathan Bowley  
Sarah Pullar  
Bernie Higgins (to 07.08)  
Caroline Bailey (09.08)  
Sue Redfern (to 11.08)  
Ruth Moffatt (to 12.08)  
Lisa Worledge (12.08)  
Ken Martin  
Phil Dickin  
Claire Cuncliffe  
Laura Kubasiewicz (to 09.08)  
Julie Turner (10.08)  
Izumi Segawa  
Karen McAree (04.08)  
Amanda Henshaw  
Kyi Muller  
Jen Jones  
Katie Dodd (to 02.08)  
Robert Stewart (to 05.08)  
Nicole Armitage (04.08)  
Claire Mann (06.08)  
Vanessa Jones (05.08)  
Sarah Klaes  
Sarah Capper  
Andy Matthews  
Diane Hodgkinson (to 05.08)  
Suzanne Hunt  
Maddy Rees (03.08)  
Victoria Eyre (03.08 to 07.08)  
Sarah Honey (06.08)  
Claire Naysmith (07.08)  
Yvonne Stevens  
Joanne Preston (03.08)  
Elaine Skates (Maternity Leave 10.08)  
Pip Vigor (10.08)  
Pip Vigor (to 09.08)  
Vera Brown (10.08)

Youth Engagement Officer  
Volunteer Development Officer  
Fundraising Manager  
Education Manager  
Education Officers:-

Education Assistants

Senior Forest School Coordinator  
Forest School Coordinators

Education Outreach Officer  
Birthday Party Organiser  
Wildplay Project Coordinator  
Wildplay Rangers

Regional Corporate Manager  
Campaigns Manager  
Membership Manager

Marketing Officer

## **Warwickshire Wildlife Trust Ltd**

### **TRUSTEES' REPORT (CONTINUED)**

For the year ended 31 December 2008

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#### **TRUST STAFF (CONTINUED)**

Finance Manager	Lee Pettifor
Finance Officer	Chimene Graney
	Alison Constable
Database Administrator:-	Donna Hook
	Clare Caruana
Systems Administrator	Lynsey Kenneford (to 08.08)
Membership Recruiters	Kathryn Karakaya (03.08)
	Fiona Dunster (07.08)
	Kathleen Dray (10.08)
Senior Office/Centre Admin Asst.	Sue Browett
Office/Centre Admin Assts.	Jackie Hearnden
	Hillion Fern
Administration Assistants	Vera Brown (07.08 to 10.08)
	Peter Thorne (09.08)
	Jenny Beardsmore (10.08)
Admin Assistant (Bructon)	Ann Colloby (05.08)
Weekend Visitor Centre Assistants	Caroline Ashton
	Mark Fyfe
Sensory Gardener	Dave Weston
Gardener/handyman	Graham Fardon
Sensory Gardener (Bructon)	Andrew Luffman
Cleaner	Andy Gunton
GLOBE Administrator	Lesley Davies (to 05.08)

#### **MIDDLEMARCH ENVIRONMENTAL LIMITED**

Managing Director	Dr Phil Fermor
Ecology & Landscape Director	David Smith
Associate Director	Dr Katy Read (06.08)
Principal Consultant	Colin Bundy
Principal Wetland Consultant	Dr Katy Read (to 05.08)
Principal Biodiversity Consultant	James Calow
Senior Ecological Consultant:-	Nick Steggall
	Tim Hextell
	Helen Miller
	Jemma Gaskin
Ecological Consultant:-	Lee Miles
	Lucy Philpott
	Anna Dudley
	Hannah Roberts
	James Webster
	Tom Docker
	John Polley
Ecological Project Officer:-	Charlie Lea
	Lizzie Reffin
	Andrea Powell
	John Daw
	Laurence Chittock (to 08.08)
	Elizabeth Jacovou
	Jocelin Tilley
	Kim Hambley (to 08.08)
	Sophie Meredith
GIS Officer	Susanna Saari
Senior and BREEAM Administrator	Fiona Chester



## **Warwickshire Wildlife Trust Ltd**

### **TRUSTEES' REPORT (CONTINUED)**

For the year ended 31 December 2008

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#### **MIDDLEMARCH ENVIRONMENTAL LTD (CONTINUED)**

Administration Assistant	Linda Bones (to 09.08) Ruth Hardie
Project Administrator	Ann Waugh
Operations Manager	Tina Palmer
Operations Assistant	Wendy Jones (to 06.08)
Finance Administrator	Helen Elliott (11.08)

#### **Thanks to our Supporters**

#### **CORPORATE MEMBERS 2008**

##### **Gold**

BMW Plant Hams Hall  
Jaguar and Land Rover  
National Grid

##### **Silver**

Birmingham International Airport

##### **Bronze**

Atmaana  
Collins Extrusions  
Consumer Insight  
Dunlop Aerospace Braking Systems-a Meggit Group Company  
Ellisons  
Guy Salmons Land Rover (Coventry)  
Lafarge Aggregates  
Microstat  
Rugby Borough Council  
Rolls Royce plc  
Serious Waste Management Ltd  
Xoserve

##### **Standard**

Birse  
Britannic Fire & Security Systems Ltd  
Collins Extrusions  
Conoco Phillips Ltd  
Coventry and Warwickshire Chamber of Commerce  
Country Artists Ltd  
The Design Buro  
Hanson Building Products  
Harris and Sheldon  
Irwin Mitchell Solicitors  
JLT Online  
Keller Ground Engineering  
North Warwickshire Borough Council  
Pettifer Group  
Solihull Borough Council  
Sundial Venue and Events Group  
Tarmac Limited  
Tompkins Construction  
West Midlands and Widney Manor Golf Club  
WHS Halo

# **Warwickshire Wildlife Trust Ltd**

## **TRUSTEES' REPORT (CONTINUED)**

For the year ended 31 December 2008

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### **SPONSORS & GRANTS**

Altro Flooring Ltd  
ARCO  
Barclays Bank plc.  
BBC Coventry and Warwickshire  
BBC Breathing Places  
Big Lottery Fund  
Biffaward  
Birmingham Airport  
BKW  
BMW  
Bravissimo  
Carillion plc  
Coventry Carers Centre  
Coventry City Council  
Coventry NDC  
Coventry Refugee Centre  
Coventry Telegraph  
Debenhams Coventry  
Environment Agency  
ERDF  
Excelerate Resources  
Groundwork Coventry and Warwickshire  
Heritage Lottery Fund  
HSBC  
Irwin Mitchell Solicitors  
John Lewis  
LANTRA  
Liveability  
Midland Expressway Ltd  
National Grid  
Natural England  
North Warwickshire Borough Council  
Northumbrian Water Limited  
Nuneaton & Bedworth Borough Council  
On Track – Education and Childrens Service - Solihull  
Parkridge Holdings Ltd  
Rugby Borough Council  
Severn Trent Water Ltd  
Shakespeare Marquees  
SITA Greenprints  
Solihull Area Groups  
Solihull Metropolitan Borough Council  
Stratford upon Avon District Council  
Twycross Zoo  
V. Charitable Trust  
Warwick District Council  
Warwickshire County Council  
WREN  
Three Anonymous Charitable Trusts

## **Warwickshire Wildlife Trust Ltd**

### **TRUSTEES' REPORT (CONTINUED)**

For the year ended 31 December 2008

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#### **MIDDLEMARCH ENVIRONMENTAL LTD CLIENTS 2008**

As Middlemarch Environmental Ltd continues to grow, so our client base continues to expand, and now numbers over 450 clients across the UK. We are looking forward to working with all of these companies, as well as many new ones, in the forthcoming years.

## **Warwickshire Wildlife Trust Ltd**

### **INDEPENDENT AUDITORS REPORT TO THE MEMBERS OF WARWICKSHIRE WILDLIFE TRUST LTD**

For the year ended 31 December 2008

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We have audited the financial statements of Warwickshire Wildlife Trust Ltd for the year ended 31 December 2008, which comprise the Consolidated Statement of Financial Activities, Consolidated and Parent Charity Income and Expenditure Accounts, the Balance Sheet and related notes. These financial statements have been prepared under the accounting policies set out therein.

This report is made solely to the charitable company's members, as a body, in accordance with section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the charitable 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 charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

#### **Respective responsibilities of trustees and auditors**

The responsibilities of the trustees (who are also the directors of Warwickshire Wildlife Trust Ltd for the purposes of company law) for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) are set out in the Trustees' Report.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you if, in our opinion, the Annual Report is not consistent with the financial statements, if the charitable company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding trustees' remuneration and transactions with the charitable company is not disclosed.

We read other information contained in the Annual Report, and consider whether it is consistent with the audited financial statements. This other information comprises only the Trustees Report. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the financial statements. Our responsibilities do not extend to any other information.

#### **Basis of audit opinion**

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the Trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charitable company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

## Warwickshire Wildlife Trust Ltd

### INDEPENDENT AUDITORS REPORT TO THE MEMBERS OF WARWICKSHIRE WILDLIFE TRUST LTD (CONTINUED)

For the year ended 31 December 2008

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#### Opinion

In our opinion:

- the financial statements give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice, of the state of affairs of the charitable company and group as at 31 December 2008 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended: and
- the financial statements have been properly prepared in accordance with the Companies Act 1985.
- the information given in the Trustees Report is consistent with the financial statements

Thomas & Young LLP

#### THOMAS & YOUNG LLP

Registered Auditor

Chartered Accountants

240-244 Stratford Road

Shirley

Solihull

B90 3AE

Date: 28 August 2009

**Warwickshire Wildlife Trust Ltd**  
**CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES**  
For the year ended 31 December 2008

	Unrestricted funds Undesignated funds £	Designated funds £	Restricted funds £	Endowment funds £	Total funds 2008 £	Total funds 2007 £
Note						
<b>Incoming resources</b>						
<b>Incoming resources from generated funds:</b>						
Subscriptions	377,860	-	-	-	377,860	318,792
Corporate Subscriptions	11,958	-	-	-	11,958	15,101
Donations and Gifts	11,564	-	9,220	7,641	28,425	58,460
Income Tax recovered under Gift Aid	102,821	-	-	-	102,821	97,799
Legacies	31,161	-	-	-	31,161	19,458
Fundraising	8,127	-	-	-	8,127	19,087
Activities for generating funds:						
Trading turnover – Middlemarch Environmental Limited 1	3,213,000	-	-	-	3,213,000	2,694,769
Investment income	61,481	-	-	-	61,481	51,767
Regional recruitment	-	-	-	-	-	14,997
	<u>3,817,972</u>	<u>-</u>	<u>9,220</u>	<u>7,641</u>	<u>3,834,833</u>	<u>3,290,230</u>
<b>Incoming resources from Charitable activities:</b>						
Visitors Centres	141,750	-	-	-	141,750	89,640
Grants, projects & other income 2	161,050	-	601,754	-	762,804	554,140
	<u>302,800</u>	<u>-</u>	<u>601,754</u>	<u>-</u>	<u>904,554</u>	<u>643,780</u>
<b>Total incoming resources, carried forward – page 21</b>	<u><u>4,120,772</u></u>	<u><u>-</u></u>	<u><u>610,974</u></u>	<u><u>7,641</u></u>	<u><u>4,739,387</u></u>	<u><u>3,934,010</u></u>

# Warwickshire Wildlife Trust Ltd

## CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED)

For the year ended 31 December 2008

		Undesignated funds £	Designated funds £	Restricted funds £	Endowment funds £	Total funds 2008 £	Total funds 2007 £
	Note						
<b>Total incoming resources as bought forward – page 20</b>		<u>4,120,772</u>	<u>-</u>	<u>610,974</u>	<u>7,641</u>	<u>4,739,387</u>	<u>3,934,010</u>
<b>Resources expended</b>							
<b>Costs of generating funds:</b>							
Marketing		63,210	18,833	-	-	82,043	62,870
Membership servicing	3	301,284	-	-	-	301,284	255,420
Fundraising trading – Middlemarch Environmental Ltd	1	2,842,107	-	-	-	2,842,107	2,243,755
Regional recruitment		8,356	-	-	-	8,356	23,010
		<u>3,214,957</u>	<u>18,833</u>	<u>-</u>	<u>-</u>	<u>3,233,790</u>	<u>2,585,055</u>
<b>Charitable activities:</b>							
Direct Charitable expenditure	4	338,647	42,575	702,189	-	1,083,411	939,670
Visitors Centres		145,015	-	-	8,625	153,640	151,860
<b>Governance costs</b>		<u>27,735</u>	<u>14,546</u>	<u>-</u>	<u>-</u>	<u>42,281</u>	<u>88,682</u>
		<u>511,397</u>	<u>57,121</u>	<u>702,189</u>	<u>8,625</u>	<u>1,279,332</u>	<u>1,180,212</u>
<b>Total resources expended</b>	7	<u>3,726,354</u>	<u>75,954</u>	<u>702,189</u>	<u>8,625</u>	<u>4,513,122</u>	<u>3,765,267</u>
<b>Net incoming/(outgoing) resources before transfers</b>		394,418	(75,954)	(91,215)	(984)	226,265	168,743
Transfer between funds	21	(127,016)	127,016	-	-	-	-
<b>Net incoming/(outgoing) resources being net movement in funds</b>		267,402	51,062	(91,215)	(984)	226,265	168,743
Total funds brought forward at 1 January 2008		<u>923,444</u>	<u>348,965</u>	<u>230,845</u>	<u>1,128,376</u>	<u>2,631,630</u>	<u>2,462,887</u>
<b>Total funds carried forward at 31 December 2008</b>		<u>1,190,846</u>	<u>400,027</u>	<u>139,630</u>	<u>1,127,392</u>	<u>2,857,895</u>	<u>2,631,630</u>

# Warwickshire Wildlife Trust Ltd

## CONSOLIDATED AND PARENT CHARITY INCOME AND EXPENDITURE ACCOUNTS

For the year ended 31 December 2008

	Group		Charity	
	2008 £	2007 £	2008 £	2007 £
<b>Income from continuing operations</b>				
Incoming resources from generated funds	3,827,192	3,248,288	585,082	534,837
Charitable activities	904,554	643,780	904,554	643,780
<b>Total income from continuing operations</b>	<u>4,731,746</u>	<u>3,892,068</u>	<u>1,489,636</u>	<u>1,178,617</u>
<b>Expenditure on continuing operations</b>				
Costs of generating funds	3,233,790	2,585,055	391,683	341,300
Direct charitable expenditure	1,228,426	1,077,733	1,228,426	1,077,733
Governance costs	42,281	88,682	42,281	88,682
<b>Total expenditure on continuing operations</b>	<u>4,504,497</u>	<u>3,751,470</u>	<u>1,662,390</u>	<u>1,507,715</u>
<b>Net income/(expenditure) for the year – group</b>	<u>227,249</u>	<u>140,598</u>	<u>(172,754)</u>	<u>(329,098)</u>
<b>Donations under gift aid from subsidiary</b>				
During the year			-	85,000
At the year end			121,259	184,613
<b>Net (expenditure) income for the year – parent charity</b>			<u>(51,495)</u>	<u>(59,485)</u>

Total income comprises £4,120,772 for unrestricted funds and £610,974 for restricted funds.

Turnover of non-charitable trading activities amounted to £3,213,000 with no inter-company sales to the Trust.

A detailed analysis of the trading results is shown in Note 1.

Total expenditure comprises £3,802,308 from unrestricted funds and £702,189 from restricted funds. Endowment fund expenditure is excluded above.

This income and expenditure account is provided for Companies Act purposes.



# Warwickshire Wildlife Trust Ltd

## BALANCE SHEET

For the year ended 31 December 2008

		Group		Charity	
		2008 £	2007 £	2008 £	2007 £
	Note				
<b>Fixed assets</b>					
Tangible assets	9	1,504,756	1,489,191	1,451,857	1,457,112
Investments	10	-	-	100	100
		<u>1,504,756</u>	<u>1,489,191</u>	<u>1,451,957</u>	<u>1,457,212</u>
<b>Current assets</b>					
Stocks	11	13,027	7,644	13,027	7,644
Debtors	12	1,109,390	879,328	237,306	158,096
Cash at bank and in hand	13	1,459,139	1,362,681	924,810	891,707
		<u>2,581,556</u>	<u>2,249,653</u>	<u>1,175,143</u>	<u>1,057,447</u>
<b>Creditors: amount falling due within one year</b>	14	(1,225,301)	(1,107,214)	(517,127)	(352,207)
Net current assets		<u>1,356,255</u>	<u>1,142,439</u>	<u>658,016</u>	<u>705,240</u>
<b>Total assets less current liabilities</b>		<u>2,861,011</u>	<u>2,631,630</u>	<u>2,109,973</u>	<u>2,162,452</u>
<b>Provision for liabilities</b>	15	(3,116)	-	-	-
<b>Net assets</b>	19	<u>2,857,895</u>	<u>2,631,630</u>	<u>2,109,973</u>	<u>2,162,452</u>
<b>Funds</b>					
Endowments	16	1,127,392	1,128,376	1,127,392	1,128,376
Restricted Revenue funds	17	139,630	230,845	139,630	230,845
Unrestricted designated funds	18	400,027	348,965	400,027	348,965
Unrestricted funds		442,924	454,266	442,924	454,266
Non-charitable funds		747,922	469,178	-	-
<b>Total Funds</b>		<u>2,857,895</u>	<u>2,631,630</u>	<u>2,109,973</u>	<u>2,162,452</u>

Approved by the Council on 26 August 2009 and signed on its behalf by:



**M BUNNEY**  
Chairman

# **Warwickshire Wildlife Trust Ltd**

## **ACCOUNTING POLICIES**

For the year ended 31 December 2008

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### **Basis of preparation**

The accounts have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice on Accounting and Reporting by Charities: the Charities SORP 2005 and applicable accounting standards.

### **Consolidation**

The group financial statements consolidate the financial statements of the charity and its subsidiary Middlemarch Environmental Ltd. Intra-group transactions are eliminated on consolidation. The results of the subsidiary are consolidated on a line by line basis.

### **Incoming resources**

Income is recognised in the period in which the group is entitled to receipt and the amount can be measured with reasonable certainty. Income is deferred only when the charity has to fulfil conditions before becoming entitled to it or where the donor has specified that the income is to be expended in a future period.

### **Voluntary Income**

Voluntary income is received by way of donations, gifts, subscriptions, covenants and fund raising activities. This income is credited to the income and expenditure account on a receipts basis.

### **Legacies**

Legacies are taken into account when notified and their amount is reasonably certain. This is normally when received.

### **Capital grants**

Capital grants, including Government Grants, received for the purchase of Freehold and Leasehold Land are credited to the Trust's restricted funds in the year of receipt. Leasehold land and property is written off over the expected useful life of the relevant asset in equal annual instalments.

### **Allocation of expenditure**

Expenditure in the Statement of Financial Activities is allocated in line with the Statement of Recommended Practice "Accounting and Reporting by Charities". Expenditure is included within costs of generating funds, charitable activities and governance costs and is allocated on an item by item basis with the inclusion of an appropriate proportion of attributable overheads.

### **Retirement benefits**

The company operates a defined contribution scheme. The amount charged to the income and expenditure account in respect of pension costs and other post retirement benefits is the contributions payable in the year. Differences between contributions payable in the year and contributions actually paid are shown as either accruals or prepayments in the balance sheet.

### **Fixed assets**

Equipment costing less than £1,000 per individual item is written off in the period of acquisition. All other equipment is capitalised at cost.

Depreciation is provided on tangible fixed assets at rates calculated to write each asset down to its estimated residual value evenly over its expected useful life, as follows:-

Motor vehicles	33% per annum
Tractors	15% per annum
Equipment	10% to 20% per annum
Leasehold property	over lease term
Computer equipment	50% per annum

# **Warwickshire Wildlife Trust Ltd**

## **ACCOUNTING POLICIES**

For the year ended 31 December 2008

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### **Leased assets and obligations**

Where assets are financed by lease agreements that give rights approximating to ownership ("finance leases"), the assets are treated as if they had been purchased outright. The amount capitalised is the present value of the minimum lease payments payable during the lease term. The corresponding leasing commitments are shown as obligations to the lessor.

Lease payments are treated as consisting of capital and interest elements, and the interest is charged to the income and expenditure account in proportion to the remaining balance outstanding.

All other leases are "operating leases" and the annual rentals are charged to resources expended on a straight line basis of the lease term.

### **Stocks**

Stocks are valued at the lower of cost and net realisable value.

### **Restricted funds**

The charity's restricted funds are those where the donor has imposed restrictions on the use of the funds. Endowment funds represent gifts and donations of or to acquire capital assets whilst other restricted funds represent funds received for revenue purposes.

### **Designated funds**

Designated funds are unrestricted funds set aside by the trustees and earmarked to meet future costs. The designated development fund includes amounts set aside towards future projects, whilst the designated contingency fund represents an amount set aside to meet unforeseen future costs.

### **Research and development**

Expenditure on research and development incurred in the year is charged to the SOFA.

# Warwickshire Wildlife Trust Ltd

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2008

### 1. Net income from activities of trading subsidiary

The charity has a wholly owned trading subsidiary which is incorporated in the UK. The principal activity of Middlemarch Environmental Ltd is to provide ecological consultancy services. The company pays its taxable profits to the Trust by way of Gift Aid. A summary of its trading results is shown below. Audited financial statements are filed with the Registrar of Companies.

	2008 £	2007 £
Turnover (including ENIL intercompany - 2007: ENIL)	3,213,000	2,694,769
Cost of sales	(281,490)	(250,957)
Gross profit	2,931,510	2,443,812
Other operating expenses	(2,473,507)	(1,926,670)
Investment income	29,110	18,682
Interest payable	-	(15)
Net profit	487,113	535,809
Taxation	(87,110)	(66,113)
	400,003	469,696
Gift Aid donation to Warwickshire Wildlife Trust Ltd	(121,259)	(269,613)
	278,744	200,083

### 2. Grants project and other income

	Unrestricted funds £	Restricted funds £	Total funds 2008 £	Total funds 2007 £
Nature Reserves	93,066	43,449	136,515	95,615
Wider Countryside	-	60,769	60,769	47,449
Habitat Biodiversity Audit	-	99,092	99,092	79,204
Life Long Learning	10,609	152,287	162,896	119,866
Education	54,388	182,578	236,966	148,977
The Globe Programme	2,927	45,806	48,733	52,994
Other income	60	-	60	20
Landfill Tax	-	17,773	17,773	10,015
	161,050	601,754	762,804	554,140

# Warwickshire Wildlife Trust Ltd

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2008

### 3. Membership servicing

	Unrestricted Funds Designated £	Unrestricted Funds Undesignated £	Total 2008 £	Total 2007 £
Membership costs	-	139,610	139,610	105,310
Magazine costs	-	38,068	38,068	33,237
Membership salaries	-	81,847	81,847	80,524
Overhead reallocation	-	13,943	13,943	15,019
RSNC subscription	-	27,816	27,816	21,330
	-	301,284	301,284	255,420

### 4. Direct charitable expenditure

	Unrestricted funds Designated £	Unrestricted funds Undesignated £	Restricted funds £	Endowment funds £	Total funds 2008 £	Total funds 2007 £
Nature reserves	-	130,025	50,023	-	180,048	188,203
Wider countryside	42,575	26,482	91,993	-	161,050	242,057
Habitat Biodiversity Audit	-	-	99,092	-	99,092	79,203
Life Long Learning	-	91,831	125,497	-	217,328	194,051
Education	-	90,309	185,627	-	275,936	181,299
The Globe Programme	-	-	45,806	-	45,806	51,201
Landfill Tax	-	-	104,151	-	104,151	3,656
Nature Reserves appeal	-	-	-	-	-	-
Depreciation and cost of minibus	-	-	-	-	-	-
	42,575	338,647	702,189	-	1,083,411	939,670

# Warwickshire Wildlife Trust Ltd

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2008

### 5. Total resources expended

	Staff Costs £	Depreciation £	Other Costs £	Total 2008 £	Total 2007 £
Direct Charitable Expenditure	648,359	3,619	431,433	1,083,411	939,670
Marketing, membership servicing and Brandon costs	174,950	11,531	358,842	545,323	493,160
Governance costs	29,103	394	12,784	42,281	88,682
	<u>852,412</u>	<u>15,544</u>	<u>803,059</u>	<u>1,671,015</u>	<u>1,521,512</u>
Middlemarch Environmental Limited	2,060,842	23,297	757,968	2,842,107	2,243,755
	<u>2,913,254</u>	<u>38,841</u>	<u>1,561,027</u>	<u>4,513,122</u>	<u>3,765,267</u>

### 6. Staff Costs

	2008 £	2007 £
Wages and salaries	2,603,460	2,205,405
Social Security Costs	273,057	130,867
Pension Costs	36,737	30,809
	<u>2,913,254</u>	<u>2,367,081</u>

The average number of employees, analysed by function, was:

	2008 No	2007 No
Trust activities	33	34
Fundraising and publicity	5	5
Management and administration	9	8
Subsidiary trading company	37	34
	<u>84</u>	<u>81</u>

The above average number of employees comprise:

Warwickshire Wildlife Trust	47	47
Middlemarch Environmental Limited	37	34
	<u>84</u>	<u>81</u>

# Warwickshire Wildlife Trust Ltd

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2008

### 6. Staff cost (continued)

The following members of the Council of Trustees received a remuneration during the year :-

R M Gledson £3,600 (2007: £3,043)  
B P Whittingham £5,000 (2007: £3,043)

All other members of the Council of Trustees act in an unpaid capacity and received £Nil expenses (2007: £NIL).

#### Higher paid staff

Employees remuneration (excluding pension contributions) in excess of £60,000 for the year fell within the following bands:

	2008 No	2007 No
£60,001 - £70,000	4	2
£70,001 - £80,000	1	-
£100,001 - £110,000	-	1
£110,001 - £120,000	1	1
£120,001 - £130,000	1	-
£170,001 - £180,000	-	1
£180,001 - £190,000	1	-
£210,001 - £220,000	-	1
£240,001 - £250,000	1	-
	<u>1</u>	<u>-</u>

#### Highest paid director (subsidiary undertaking)

The highest paid director received £249,465 (2007: £215,248) and had £3,000 (2007: £2,070) added to their pension.

	£	£
Pension contributions in respect of the above nine employees are	<u>18,945</u>	<u>13,095</u>
The number of employees accruing retirement benefits included above is	<u>9</u>	<u>6</u>

### 7. Net incoming/(outgoing) resources

is stated after charging:

Depreciation and amounts written off tangible fixed assets:

Depreciation

- owned assets

- leased assets

(Profit) on disposal

Directors' emoluments

Auditors remuneration

Operating lease rentals:

- land and buildings

38,841	39,467
-	-
(1,065)	(5,103)
629,001	554,344
7,500	7,500
31,880	31,880
<u>31,880</u>	<u>31,880</u>

### 8. Taxation

There is a corporation tax liability of £87,110 (2007 : £66,113) payable by the subsidiary undertaking as shown in note 1.

# Warwickshire Wildlife Trust Ltd

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2008

### 9. Tangible fixed assets

Group	Freehold property £	Leasehold property £	Plant and Equipment £	Vehicles £	Total £
<b>Cost</b>					
1 January 2008	626,554	923,252	194,731	76,868	1,821,405
Additions	-	-	13,703	43,438	57,141
Disposals	-	-	(9,695)	(23,494)	(33,189)
31 December 2008	<u>626,554</u>	<u>923,252</u>	<u>198,739</u>	<u>96,812</u>	<u>1,845,357</u>
<b>Depreciation</b>					
1 January 2008	-	99,019	192,090	41,105	332,214
Charge for the year	-	10,154	3,327	25,360	38,841
Disposals	-	-	(9,695)	(20,759)	(30,454)
31 December 2008	<u>-</u>	<u>109,173</u>	<u>185,722</u>	<u>45,706</u>	<u>340,601</u>
<b>Net book value</b>					
31 December 2008	<u>626,554</u>	<u>814,079</u>	<u>13,017</u>	<u>51,106</u>	<u>1,504,756</u>
31 December 2007	<u>626,554</u>	<u>824,233</u>	<u>2,641</u>	<u>35,763</u>	<u>1,489,191</u>
<b>Charity</b>					
<b>Cost</b>					
1 January 2008	626,554	923,252	172,150	28,957	1,750,913
Additions	-	-	7,273	3,500	10,773
Disposals	-	-	(4,978)	(9,995)	(14,973)
31 December 2008	<u>626,554</u>	<u>923,252</u>	<u>174,445</u>	<u>22,462</u>	<u>1,746,713</u>
<b>Depreciation</b>					
1 January 2008	-	99,019	169,861	24,921	293,801
Charge for year	-	10,154	1,741	3,649	15,544
Disposals	-	-	(4,978)	(9,511)	(14,489)
31 December 2008	<u>-</u>	<u>109,173</u>	<u>166,624</u>	<u>19,059</u>	<u>294,856</u>
<b>Net book value</b>					
31 December 2008	<u>626,554</u>	<u>814,079</u>	<u>7,821</u>	<u>3,403</u>	<u>1,451,857</u>
31 December 2007	<u>626,554</u>	<u>824,233</u>	<u>2,289</u>	<u>4,036</u>	<u>1,457,112</u>

Freehold property shown above is in respect of the Trust's Nature Reserves which are essentially held for the charitable objects of the Trust. These assets cannot therefore be readily sold and it is therefore not considered appropriate to show them at market value.



# Warwickshire Wildlife Trust Ltd

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2008

### 10. Investments

The Trust owns 100% of the equity of the following company:

Middlemarch Environmental Limited, incorporated in England  
100 ordinary shares of £1 each

2008 £	2007 £
<u>100</u>	<u>100</u>

### 11. Stocks

	Group 2008 £	Group 2007 £	Charity 2008 £	Charity 2007 £
Goods for resale	<u>13,027</u>	<u>7,644</u>	<u>13,027</u>	<u>7,644</u>

### 12. Debtors

Trade Debtors	1,047,340	837,345	204,932	137,569
Amount due from subsidiary undertaking	-	-	-	-
Other debtors	28,124	14,400	24,834	14,400
Prepayments	33,926	27,583	7,540	6,127
	<u>1,109,390</u>	<u>879,328</u>	<u>237,306</u>	<u>158,096</u>

### 13. Cash at bank and in hand

C O I F Charities Deposit Fund	885,855	835,344	885,855	835,344
Other bank deposits	2,912	2,651	2,912	2,651
Other bank accounts and cash	570,372	524,686	36,043	53,712
	<u>1,459,139</u>	<u>1,362,681</u>	<u>924,810</u>	<u>891,707</u>

### 14. Creditors due within one year

Bank overdraft	-	-	-	-
Membership loans	-	-	-	-
Trade creditors	46,393	83,116	29,539	66,491
Amounts due to subsidiary undertaking	-	-	312,119	167,321
Other taxation and social security	185,286	157,839	569	532
Finance leases	-	-	-	-
Other creditors and accruals	867,643	772,719	48,921	24,323
Deferred income	125,979	93,540	125,979	93,540
	<u>1,225,301</u>	<u>1,107,214</u>	<u>517,127</u>	<u>352,207</u>

Deferred income represents grants in advance in respect of 2009 projects.

# Warwickshire Wildlife Trust Ltd

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2008

### 15. Provision for liabilities

#### Deferred taxation

	Group 2008 £	Group 2007 £	Charity 2008 £	Charity 2007 £
Balance at 1 January 2008	-	-	-	-
Profit & loss account	3,116	-	-	-
Balance at 31 December 2008	<u>3,116</u>	<u>-</u>	<u>-</u>	<u>-</u>

#### The deferred tax liability is made up as follows:

Accelerated capital allowances	<u>3,116</u>	<u>-</u>	<u>-</u>	<u>-</u>
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### 16. Endowments

	Balance 31 Dec 2007 £	Movement in Resources			Balance 31 Dec 2008 £
		Incoming £	Outgoing £	Transfer £	
Wappenbury Woods	135,033	-	-	-	135,033
Brandon Marsh Headquarters	38,417	-	(1,130)	-	37,287
Whitacre Heath	29,707	-	-	-	29,707
Meadows appeal	30,868	-	-	-	30,868
Rough Hill Wood	54,339	-	-	-	54,339
Endowment land fund	41,489	7,641	-	-	49,130
Cock Robin Wood	12,884	-	(151)	-	12,733
Wire Hill	1,760	-	-	-	1,760
Alvecote Pools	49,623	-	-	-	49,623
Brandon Marsh Visitor and Education Centre	411,860	-	(4,654)	-	407,206
Conway Meadow	-	-	-	-	-
Parkridge Centre	251,515	-	(2,690)	-	248,825
Radway Meadow	70,881	-	-	-	70,881
	<u>1,128,376</u>	<u>7,641</u>	<u>(8,625)</u>	<u>-</u>	<u>1,127,392</u>

Endowment funds represent gifts and donations of, or to acquire, capital assets.

# Warwickshire Wildlife Trust Ltd

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2008

### 17. Restricted Revenue funds

	Balance 31 Dec 2007 £	Movement in Resources		Transfer £	Balance 31 Dec 2008 £
		Incoming £	Outgoing £		
Education	10,154	182,578	(185,627)	-	7,105
Nature Reserves	6,575	43,448	(50,023)	-	-
Habitat Biodiversity Audit	-	99,092	(99,092)	-	-
Wider Countryside Project	88,441	60,769	(91,993)	-	57,217
Life Long Learning	11,579	152,287	(125,497)	-	38,369
The Globe Programme	-	45,806	(45,806)	-	-
BAP Appeal	-	-	-	-	-
Nature Reserve Appeal	-	-	-	-	-
Wetland Appeal	9,662	-	-	-	9,662
Ratty Appeal	13,119	-	-	-	13,119
Sowe Valley Appeal	-	9,221	-	-	9,221
Landfill Tax Fund	91,315	17,773	(104,151)	-	4,937
Adopt a Species Appeal	-	-	-	-	-
Education Appeal	-	-	-	-	-
	<u>230,845</u>	<u>610,974</u>	<u>(702,189)</u>	<u>-</u>	<u>139,630</u>

Restricted revenue funds represent unspent income received for revenue purposes where the funder or donor has imposed restrictions.

### 18. Designated funds

	Balance 31 Dec 2007 £	Resources Incoming £	Resources Outgoing £	Balance Transfers In £	31 Dec 2008 £
Development funds	142,066	83,915	(75,954)	-	150,027
Contingency fund	206,899	43,101	-	-	250,000
	<u>348,965</u>	<u>127,016</u>	<u>(75,954)</u>	<u>-</u>	<u>400,027</u>

The transfers to designated funds originate from donations under Gift Aid from the Charity's subsidiary company Middlemarch Environmental Limited. Of the total £127,016 transferred £89,484 is earmarked for projects covering people and wildlife, nature reserves and website.

A further £43,101 has been added to the contingency fund.

# Warwickshire Wildlife Trust Ltd

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2008

### 19. Analysis of group net assets between funds

	Tangible fixed assets £	Net current assets £	Total £
<b>Endowments</b>			
Wappenbury Woods	135,033	-	135,033
Brandon Marsh Headquarters	407,206	-	407,206
Whitacre Heath	29,707	-	29,707
Meadows Appeal	30,868	-	30,868
Rough Hill Wood	54,339	-	54,339
Endowment land fund	-	49,130	49,130
Cock Robin Wood	12,733	-	12,733
Wire Hill	1,760	-	1,760
Alvecote Pools	49,623	-	49,623
Brandon Marsh Headquarters	37,287	-	37,287
Conway Meadow	-	-	-
Parkridge Centre	248,825	-	248,825
Radway Meadow	70,881	-	70,881
	<u>1,078,262</u>	<u>49,130</u>	<u>1,127,392</u>
<b>Restricted funds</b>	-	7,105	7,105
Education	-	57,217	57,217
Wider Countryside	-	38,369	38,369
Life Long Learning	-	-	-
Nature Reserves	-	-	-
Nature Reserve Appeal	-	-	-
Wetland Appeal	-	9,662	9,662
Ratty Appeal	-	13,119	13,119
Sowe Valley Appeal	-	9,221	9,221
Landfill Tax	-	4,937	4,937
	-	<u>139,630</u>	<u>139,630</u>
<b>Designated Funds</b>			
Development fund	-	150,027	150,027
Contingency fund	-	250,000	250,000
	-	<u>400,027</u>	<u>400,027</u>
<b>Unrestricted funds</b>			
Charitable	373,596	69,328	442,924
Non-charitable trading	52,898	695,024	747,922
	<u>426,494</u>	<u>764,352</u>	<u>1,190,846</u>
<b>Total</b>	<u>1,504,756</u>	<u>1,353,139</u>	<u>2,857,895</u>

# Warwickshire Wildlife Trust Ltd

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2008

### 20. Guarantees and other financial commitments

Financial commitments under non-cancellable operating leases will result in the following payments falling due in the year to 31 December 2009.

	Group 2008 £	Group 2007 £	Charity 2008 £	Charity 2007 £
Land and buildings				
Expiring between two and five years	6,500	6,500	-	-
Expiring after five years	25,380	25,380	-	-
	<u>31,880</u>	<u>31,880</u>	<u>-</u>	<u>-</u>
Other equipment				
Expiring between two and five years	<u>2,226</u>	<u>2,226</u>	<u>2,226</u>	<u>2,226</u>

### 21 Transfers between funds

The trustees have this year designated £89,484 (2007 : £87,150) to the development fund and £43,101 (2007: £37,581) to the contingency fund. There is also a debit adjustment re 2007 of £5,569 making a total of £127,016 (2007: £124,731).

### 22 Share capital

The company is limited by guarantee and does not have any share capital. The liability of each member is limited to £1.

### 23 Capital commitments

As at 31 December 2008, the Trust had no capital commitments.

### 24. Contingent liabilities

The Trust Council was not aware of any contingent liabilities at the balance sheet date (2007: £NIL ).

### 25. Related party transactions

A Tasker, a director of Middlemarch Environmental Limited, is also a director of Priority People Limited from whom the Company made purchases of £6,453 (2007 : £4,300) during the year.

At the year end £1,877 (2007 : £nil) was payable to Priority People Limited.