

# BERKSHIRE, BUCKINGHAMSHIRE AND OXFORDSHIRE WILDLIFE TRUST

(A company limited by guarantee)

Berkshire  
Buckinghamshire  
Oxfordshire



## REPORT AND FINANCIAL STATEMENTS

### YEAR ENDED 31 MARCH 2010

Company registered number 680007

Charity registered number 204330

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# **BERKSHIRE, BUCKINGHAMSHIRE AND OXFORDSHIRE WILDLIFE TRUST REPORT AND FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2010**

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## **BERKSHIRE, BUCKINGHAMSHIRE AND OXFORDSHIRE WILDLIFE TRUST**

### **TRUSTEES' ANNUAL REPORT**

#### **Reference and administrative details of the charity, its trustees and advisers**

Charity registered no	204330
Company registered no	680007
Address of principal & registered office	The Lodge 1 Armstrong Road Littlemore Oxford OX4 4XT
Trustees	David Atkinson Richard Bell (co-opted 8 December 2009) Sam Clarke Iain Corbyn Fiona Danks (appointed 14 November 2009) Roger Dobbs Sir Paul Hayter Tim Lowth Roger Maingot Hugh Mellor (chair) Roger Newman John Pulsinelli David Taylor Reginald Tipping
Chief Executive	Philippa Lyons
Auditors	haysmacintyre Chartered Accountants Fairfax House 15 Fulwood Place London WC1V 6AY
Bankers	HSBC 65 Cornmarket Street Oxford WX1 3HY
Solicitors	Darbys Solicitors LLP 52 New Inn Hall Street Oxford OX1 2QD

The Berkshire, Buckinghamshire and Oxfordshire Wildlife Trust (BBOWT) was established in 1959 and incorporated in 1960, to safeguard wildlife and wildlife habitats in the three counties and to educate the public about nature conservation. Over 50 years we have grown into a successful local charity and an active partner in the UK Wildlife Trusts partnership. We have a growing membership of 53,676 individuals which includes 11,848 junior members of the Wildlife Watch club. This makes BBOWT one of the largest of the UK's family of Wildlife Trusts and the only charity covering the three counties which encompass the Thames Valley and Chilterns region concerned with all aspects of nature conservation and education.

## Structure, Governance and Management

The Charity is a company limited by guarantee, governed by a Memorandum and Articles of Association

The Objects are for the public benefit to safeguard and enhance biodiversity (meaning the variety of life in all its forms, levels and combinations, including ecosystem diversity, species diversity and genetic diversity), and in particular

- a) to undertake and promote the conservation of wildlife species and their habitats including the restoration and creation of such habitats,
- b) to promote public understanding of, and support for, the natural world, and
- c) to campaign, in support of sustainable principles and practices for the protection of the natural environment

The Memorandum and Articles of Association were revised during the year and the above "Objects" are those now approved by the Charity Commission following their adoption at the Annual General Meeting (AGM) in November 2009. The purpose of the revision was to clarify a document that had been in force for many years and which needed updating following the passing of the Charities Act 2006. This new governing document is easier to understand and conforms to the Charities Act.

The governing body is its Board of Trustees who are drawn from the membership. Nominations for trustees are requested via our membership magazine (published three times a year). Trustees are nominated by the subscription paying members. Those interested in becoming trustees are invited to meet the Trust's *Nominations Committee*, made up of the Chief Executive, Chairman, Honorary Secretary and one other Trustee, to enable potential trustees to understand more about the organisation and the role of a trustee prior to their nomination being put before the members at the AGM.

Nominations for trustees and for the Honorary Officers (Honorary Treasurer and Honorary Secretary) are presented to the AGM where members have the opportunity to vote. Trustees and Honorary Officers are elected for a three-year term but they may stand for re-election at the end of this period. The trustees elect a Chairman and Vice Chairman at their next meeting following the AGM. They may co-opt members onto the Board of Trustees to fill shortages; these appointments must be confirmed at the next AGM. Once elected, new trustees follow an induction programme where they meet senior members of staff and are encouraged to visit Trust centres and nature reserves.

The Board of Trustees delegate the day to day running of the Trust to its Chief Executive, who is supported by the staff and volunteers of the Trust. The Chief Executive provides the Board with an operational report four times a year and between Board meetings works closely with the Chairman, Honorary Officers and other nominated trustees on matters of governance. The Board is also supported by the *Finance and Audit Committee*. This comprises trustees, expert volunteers, the Chief Executive and the Head of Finance. The Finance and Audit Committee monitors the financial health of the organisation and is also responsible for monitoring the internal controls of the organisation.

The Trust has a *Governance Group*, made up of two Honorary Officers and one other Trustee with relevant experience, who meet as necessary to consider matters of governance. There is also a *Reserves Acquisition Group*, made up of two Honorary Officers and at least one other Trustee with relevant ecological expertise, who meet as necessary to consider matters relating to the acquisition and rationalisation of nature reserves. The Board also nominates a Trustee to observe and report on Health and Safety matters.

The Trust is an active member of the Royal Society of Wildlife Trusts (RSWT). This is the national partnership organisation for the 47 independent Wildlife Trusts operating in the UK. All the Wildlife Trusts contribute an annual levy to fund RSWT to provide advocacy and representation at a national, UK wide and international level. The five Wildlife Trusts in South East England co-operate to fund a South East Director of Regional Conservation Policy and a South East Marine Officer.

The trustees are responsible for the proper governance of the Trust. They seek to achieve the objectives of the organisation while at the same time ensuring that it is not exposed to undue risk. The trustees, with the assistance of senior staff and with external advice, have assessed the major risks to the Trust and, wherever possible, have put in place procedures and actions to minimise those risks, including a Disaster Recovery Plan. The Risk Assessment and Management Plan are formally reviewed each year. The trustees receive reports from the Chief Executive and actions are agreed to mitigate the most serious risks that could compromise or prevent the Trust from fulfilling its charitable objectives.

The trustees confirm that they have complied with the duty in section 4 of the Charities Act 2006 to have due regard to public benefit guidance published by the Charity Commission in determining the activities undertaken by the charity.

## Objectives, Activities, Achievements and Performance

This report covers the final year of the Trust's *2005-10 Strategic Plan*<sup>1</sup>, which has the stated aims of

- 1 Acquiring, creating and managing nature reserves to safeguard species and habitats
- 2 Working in partnership to conserve and enhance wildlife in the wider countryside and urban environments
- 3 Inspiring, encouraging and supporting people to take action for wildlife

### 1 ACQUIRING, CREATING AND MANAGING NATURE RESERVES

BBOWT cares for 80 nature reserves, covering 1,730 hectares. 46 of these sites are either owned or partly owned by the Trust, the remainder are managed under long term leasehold or licence arrangements.

Many of these sites represent some of the last fragments of ancient semi-natural landscapes that once covered the three counties. These biodiverse rich sites include ancient meadows and wet pastures, chalk and limestone grassland, ancient woodland, heathland, bogs, fen and marsh. They provide protection for rare and threatened plant and animal species as well as giving people the opportunity to enjoy and learn about the rich variety of habitats that were once widespread. So much has been lost in the last 50 years that these sites also play a critical role as "reservoirs" of species that can spill back out into the wider landscape.

Other nature reserves are post industrial sites – quarries, old railway cuttings and flooded or infilled pits - that have either been carefully and deliberately restored to create new wildlife habitats or simply left undisturbed to allow wildlife to re-colonise. These sites often provide excellent opportunities to design good access for people as well as creating new space for wildlife.

A few sites have been taken on by BBOWT because of their value to local people – these are generally smaller, urban or semi-urban areas. While they may not be significant in terms of their contribution to regional or national biodiversity, they often provide excellent opportunities for people to enjoy semi-wild green space and encourage involvement in the local natural environment.

BBOWT's more recent land acquisitions, in line with the Trust's Reserve Acquisition Policy, have been extensions to existing nature reserves to create buffer zones, wildlife corridors and links to other important wildlife areas, particularly in priority *Living Landscape*<sup>2</sup> areas. This policy aims to reduce the vulnerability of isolated sites by restoring and recreating habitat within areas of high biodiversity, allowing species to move across a wider landscape in the face of increasing development pressures and unpredictable climate.

#### Objectives

- Through planned management of these nature reserves BBOWT seeks to achieve the best possible biodiversity gains for key species and habitats.
- BBOWT seeks to acquire land within *Living Landscape* areas that will extend its key biodiversity sites and create corridors and links between key sites.
- BBOWT will acquire land where habitat restoration and recreation can contribute to Biodiversity Action Plan (BAP) targets for Berks, Bucks and Oxon.
- BBOWT aims to achieve good community involvement in the management of its nature reserves, particularly those close to urban areas or centres of population.
- BBOWT will continue to review and if appropriate rationalise its nature reserve holdings where it deems it more appropriate for the site to be managed by its owner or another organisation.

#### Activities, achievements and performance

- There was a net increase of total land owned and managed of 15 hectares.
- Almost 31 hectares of land, comprising four unspoilt wet meadows at Leaches Farm, was bought on the Upper River Ray. With grants from WREN and Biffaward Landfill Community Funds, Aylesbury Vale Community Chest and an appeal to BBOWT members, this brings the Trust's total landholdings on this important *Living Landscape* scheme up to almost 141 hectares.
- This year BBOWT acquired a small but significant extension to Inkpen Common Site of Special Scientific Interest (SSSI) of almost 2 hectares, which is primarily rare lowland heath habitat.
- The Trust also acquired a small site at Letcombe Regis for its chalk stream habitat – one of only three such habitats in Oxfordshire – as part of a Section 106 planning agreement with Richmond Retirement Village. The 50-year lease comes with a £230,000 endowment to enable BBOWT to fence and graze the site, repair or remove an old dam and to manage the nature reserve on behalf of local residents.

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#### References

<sup>1</sup> BBOWT Strategic Plan 2010-15 Summary

<sup>2</sup> BBOWT Living Landscapes booklet

Both of these documents are available to download from the BBOWT website, [www.bbowt.org.uk](http://www.bbowt.org.uk)

- In December 2008 BBOWT had been notified of the gift of the estate at Shepperlands Farm, near Finchampstead in Berks, in the will of the late Dr Len Goodwin, an Honorary Vice President of BBOWT. However, complications with the Land registry and other matters pertaining to the bequest meant that part of the estate has yet to transfer to BBOWT. However, the ownership of Shepperlands Cottage was transferred to the Trust during the year.
- Finally a gift of a small piece of land on Chimney Island was still pending transfer of ownership at year end.
- During the year BBOWT relinquished its lease for Butlers Hangings SSSI as we were unable to renegotiate a satisfactory lease with the land owner.
- We also surrendered the lease-hold area for Foxholes Nature Reserve (we still own part of the site) to rationalise the boundaries of the nature reserve to the areas in which BBOWT is able to actively work for nature conservation.
- Most of the nature reserves that require grazing were grazed. A total of 719 hectares of land was grazed out of a total of 740 hectares that would benefit from grazing - 22 sites by graziers' animals and 24 sites by BBOWT's own livestock. A few sites require resolution of problems ranging from the physical (fencing, access) to the legal (access rights). This year we purchased 5 sheep and 3 ponies so that by year end we had 144 sheep, 42 cattle and 11 ponies - this continues a trend towards replacing ponies with cattle on chalk grassland and heathland sites. We continued to train and recruit volunteer livestock watchers, who are essential for the welfare of our animals.
- This was the second year of a major project to develop a computerised system of recording and updating all reserve management plans, Countryside Management System (CMS). The system is now operating so that work can be planned and reported on and we are in the process of updating all of our management plans for nature reserves.
- Part of the reason for delays to the CMS project was because priority had to be given to ensuring all eligible SSSI sites were entered into the Higher Level Stewardship scheme (HLS). Applications for a further 17 sites were completed this year (22 last year) - allowing BBOWT to claim grant aid towards the management of these designated sites. 9 sites remain eligible but as yet are not entered into a suitable agri-environment scheme - mainly as they have issues that have not been possible to resolve either with the landlord or with Natural England.
- This year 1,176 biological surveys were carried out on BBOWT sites, involving 150 volunteers on 71 sites (800 biological surveys last year on 70 sites, involving 123 volunteers).
- All Key Volunteers, mostly wardens, were supported through twice yearly meetings with reserves staff to discuss and agree priorities and the annual work plan.
- Half our volunteer groups working on BBOWT reserves underwent a "Best Practice Review" during the year to ensure they are receiving adequate staff support and understand and work to appropriate safety standards. These reviews now happen bi-annually so the remaining groups will be covered next year.

## 2 WORKING IN PARTNERSHIP TO CONSERVE AND ENHANCE WILDLIFE

BBOWT, along with other Wildlife Trusts in the UK, believes that while protection of special sites for nature conservation has helped to slow the huge loss of wildlife, this approach alone has failed to stop the ongoing decline of species and habitats. The restoration and recreation of BAP habitats in the region has become a matter of urgency and the need to work with other landowners and other organisations to achieve conservation on a landscape scale has come to dominate the planning and development work within Wildlife Trusts right across the UK.

Early in 2009 BBOWT had signed two significant partnership agreements relating to two major *Living Landscape* schemes: the first with the Royal Society for the Protection of Birds (RSPB) to work together on the Ray Valley Restoration project, and the second with West Berks Council to jointly develop a West Berks Living Landscape scheme. During this year these schemes provided, and will continue in the future to provide, a major focus for our work to restore habitats in areas of high biodiversity value beyond our own nature reserves.

As development pressures increase BBOWT has needed to increase its efforts to achieve effective lobbying at all levels to promote the protection of designated sites, to ensure adequate mitigation against wildlife losses and for the provision of adequate "wild" green space (green infrastructure) alongside development.

### Objectives

- BBOWT aims to promote its *Living Landscape* vision and project areas.
- Along with other Wildlife Trusts in South East England, BBOWT aims to achieve recognition and protection for areas of high biodiversity opportunity (BOAs) - roughly correlating to the Wildlife Trusts *Living Landscape* areas.
- BBOWT, along with other Wildlife Trusts in South East England, continues to seek adequate protection of the Thames Basin Heaths Special Protection Area (SPA) where the impact of housing growth is having serious negative consequences on threatened ground nesting birds.
- BBOWT is working to develop its three priority *Living Landscape* schemes, and secure support along with partner organisations.
- BBOWT seeks to ensure that adequate protection policies are incorporated into local development frameworks and that there is adequate resourcing for essential county ecological services.
- BBOWT works with partner organisations and as funding permits to deliver advice and encouragement to landowners to undertake habitat enhancements in areas of high biodiversity.
- When necessary BBOWT campaigns to protect specific sites or against specific planning proposals that have a significant impact on wildlife.

### Activities, achievements and performance

- In July BBOWT was delighted to learn that the proposed Weston-Otmoor Eco town had been dropped from the Government's plans. Had it gone ahead it threatened to irreparably damage a BBOWT reserve, Woodside.

Meadow, part of a larger SSSI. Undoubtedly the very significant number of letters and postcards sent to Communities and Local Government (CLG) as part of BBOWT's campaign in 2008 to stop this development, helped to remove this proposal from the shortlist of Eco towns to go forward.

- On the Upper River Ray we continued to work closely with the RSPB in promoting environmentally friendly farming across the project area. BBOWT also worked with a range of partners, including the Environment Agency (EA), County Land and Business Association (CLA), National Farmers Union (NFU) and the Thames River Trust to identify areas of work on the Upper River Ray which could help in delivering the Water Framework Directive, a European requirement to provide clean rivers and lakes.
- As part of the West Berkshire Living Landscape Scheme, BBOWT secured funding from SITA Trust, Biffaward and Grantscape enabling BBOWT to initiate a 3-year project to restore 20 hectares of heathland, and provide increased resources for maintaining and monitoring existing lowland heath, reed beds and lowland deciduous woodland within the West Berkshire Living Landscape area.
- At Chimney Meadows Nature Reserve we completed works which had been on hold in previous seasons because of the wetness of the ground in summer. Thanks to funding from the EA we have now been able to put in sluices and ditch works which have considerably enhanced the diversity of the reserve.
- The Ministry of Defence (MoD) own a large section of the Thames Basin Heaths, including the Barossa training grounds, which lies on the Berkshire/Surrey border. They are looking at ways to enhance the environmental management of that part of their estate and BBOWT are working with the Surrey Wildlife Trust to promote active heathland management, and where possible better visitor enjoyment, of the MoD's land at Barossa.
- During the year BBOWT continued to receive funding to manage three landowner advice projects – the Oxfordshire Wildlife Sites Project, the Upper Thames Floodplain Grazing Project and the Water Vole Project. In total, contact was made with 121 landowners during the year in connection with these projects or for other conservation advice.
- This was also the second year of a two-year project BBOWT managed on behalf of the Nettlebed Conservators to undertake public consultation over the fencing of Nettlebed Common to allow conservation grazing. The project came to a close at the end of this year, and a planning application will be submitted to enable fencing and grazing of a small part of the heath early next year.
- BBOWT continued to provide support to the Oxford Preservation Trust to manage its land, through a part-time secondment.

### 3 INSPIRING, ENCOURAGING AND SUPPORTING OTHERS TO TAKE ACTION

Our two education centres at Sutton Courtney and College Lake, with dedicated education professionals, are open to all schools, teachers and other groups who want to discover more about the natural world. The development of the visitor centre at College Lake and education facilities at Woolley Firs in Berkshire are key to achieving our aim of reaching the next generation through both formal and informal education programmes.

BBOWT's nature reserves provide enormous opportunities for a wide variety of people to discover and enjoy wildlife. Equally BBOWT relies on the support of local people (particularly members and volunteers) to care for and maintain these nature reserves.

Volunteers are essential to the continuing success and growth of the Trust and staff at all levels are committed to integrating individuals and groups of volunteers into the overall work of the Trust and to create and maintain a "one team" approach. The provision of high quality support to BBOWT's "Key" volunteers and roving teams and managing these roles sustainably into the future is recognised as the cornerstone for the growth of volunteering within the Trust.

#### Objectives

- To develop centres in Berkshire and Buckinghamshire (in addition to our existing Sutton Courtenay Environmental Education Centre) in order to provide opportunities for school groups and teachers across the three counties.
- To meet the needs of families, groups and other organisations for informal learning opportunities.
- To improve access to our nature reserves through the provision of high quality interpretation.
- To reach more people with less access to wildlife – in particular young, urban dwellers.
- To develop more diverse opportunities for people to volunteer and increase the number of volunteer days donated to BBOWT.
- To encourage local involvement on urban "community" nature reserves.

#### Activities, achievements and performance

- A total of 98 schools (4,749 schoolchildren) passed through our two environmental education centres during the year. This was down from 5,672 children from 116 schools last year, partly, we believe, due to schools lack of funding for transport.
- The new College Lake Visitor Centre was due to open on 2 April 2010 but a small fire while the contractors were still on site meant a one month delay in opening.
- At our Berkshire Office, Woolley Firs, plans were drawn up for education facilities and an architect with experience in listed building was appointed to project manage this development.
- 30 schools were members of our Schools "Wildlife Watch" club (26 in previous year).
- With 11,848 individual junior members of Wildlife Watch, an estimated 3,181 (an increase of 1,363 on previous year) attended "family friendly" events on nature reserves.
- A rolling programme of signage and interpretation renewal was continued. 12 sites underwent a signage audit, and 27 new signs or leaflets were produced. Another 5 sites were updated with signs and interpretation.

- For a second year BBOWT promoted and ran a series of 94 "Breathing Places" events in partnership with the BBC, aimed at attracting new audiences and active supporters for wildlife
- BBOWT has 47 local volunteer groups (47 last year) and 10 Wildlife Watch groups (11 last year)
- 38 training events were run for volunteers (39 previous year), attended by 446 individuals (519 previous year)
- The total number of Key volunteers – consisting of reserve wardens, Watch leaders, local group leaders and other responsible ongoing roles – is 123 (132 last year) while the total number of all volunteers is 1,288 (1,345 last year)
- Despite the ending of the five year HLF funded Developing Volunteers project in September the total number of volunteer days increased to 12,605 (12,283 previous year)
- The Trust hosted 12 (11 last year) volunteering days to 8 (7 last year) local businesses, involving 181 (123 last year) individuals
- Our programme of Welcome calls and events to introduce new members to BBOWT continued with around 9% of new members attending local events
- In total BBOWT staff and volunteers ran 209 events (325 previous year) that were advertised in its Wildlife Diary and website with an estimated total attendance of 6,711 (6,278 last year)
- There were 42,539 unique visits to our website (37,400 last year) and our wildlife information service dealt with 536 enquiries (578 last year)

## Strategies for achieving objectives and plans for the future

BBOWT operates on the basis of a five year strategic plan running from 2005 to 2010 and a three year financial plan, the first of which was reviewed in 2008 and the latter which is revised annually. This year represents the final year of the strategic plan which set out to double membership income and also double the number of volunteer days. A report with Key Performance Indicators was provided to trustees by the Chief Executive.

During the year much work was done by the trustees and senior managers to develop the next five year strategic plan, to run from 2010 to 2015.

The Trust continues to invest in membership recruitment and retention and since the global crash of the banking systems in September 2008 onwards these numbers and income targets are kept under close scrutiny. The Trust has continued to invest in these aspects of membership whilst ensuring that such activities are cost effective and low risk. The main objective during this period of recession is to keep lapse rates as low as possible by providing an excellent service to new members while continuing to develop the capacity and quality of our in house team of recruiters.

The Trust's objectives of achieving higher profile and support across the three counties through growing membership and volunteer support, rely to a certain extent on the development of county based staff teams and bases for Trust operations. During the year a major restructure of the senior management team was undertaken, in line with the next five-year strategic plan, to enable the Trust to move from functional teams to geographically based multi-functional teams. This resulted in three new teams each headed up by a senior manager, responsible for the delivery of all operations in their county.

- 3,933 new members were recruited during the year – 206 less than the previous year, resulting in a total of 25,732 memberships against a target of 25,600
- The number of individual members increased from 52,965 to 53,676 at the end of 2009/10. This represents almost double the number of subscriptions due to the high number of family memberships.
- Membership income (including Gift Aid) exceeded £1.9 million
- Despite the recession, a successful appeal raised over £200,000 towards the purchase of Leaches Farm
- BBOWT was awarded Landfill Community Fund grants to fund heathland restoration in West Berkshire, chalk grassland restoration on 13 nature reserves in the Chilterns and a restoration project at Cothill Fen.

BBOWT recognises that the next five years are likely to be financially challenging. The success of the next strategic plan hinges on our ability to continue to galvanise the passive goodwill towards the Trust's work and convert it into active support through membership and volunteering. With a geographically large area to cover in a highly developed region targeted by government for significant economic growth, there are many challenges facing local wildlife conservation. The Trust will remain focussed on what is most effective in order to thrive in a difficult economic climate.

The Trust recognises its nature reserves as its greatest assets and the basis for its credibility among decision makers. They provide a high quality, focussed and sustainable way for people to engage with wildlife. However, with climate change looming and little understood in terms of its likely impact on local wildlife and habitats it is clear that wildlife in a fragmented landscape containing relatively small and isolated reservoirs of wildlife habitat, has limited chance of survival. BBOWT is therefore focussing more effort to assist species in adapting to climate change through the adoption of landscape-scale conservation work that integrates land acquisition with working in partnership with other landowners and decision makers.

**Land Acquisitions** Direct management of land for biodiversity benefit will continue to play a central role and to demand a high level of resourcing both in terms of staff and volunteer time and the financial means to purchase and manage these sites in the long term. With the continuing downturn in the economy, less funding available from the large institutional funders (Lottery, Landfill Community Funds, Charitable Trusts, Local and Central Government) and land prices holding up, this makes the possibility of acquiring land on the open market much more difficult over the next few



years. However, as BBOWT's reputation and profile has risen this has led to more offers of gifts of land and increased possibilities of Section 106 Agreements as mitigation associated with planning proposals, as well as some land owners who are prepared to give BBOWT first option on land of which they are disposing. Therefore it is expected BBOWT's land holdings will continue to grow, especially in areas where the Trust is taking a lead role in a **Living Landscape** scheme and where it can link, add to or buffer current key sites. At the same time BBOWT will continue to rationalise its sites where its tenure is unsatisfactory, so the average size of its land holdings, rather than the number of individual sites, will be a measure of a successful land acquisition and management strategy.

**Managing and monitoring our nature reserves** BBOWT will continue to seek ways to empower local volunteers and volunteer teams to play an active role in managing nature reserves. This is being supported through increasing reserves staff capacity, through improved training for both staff and volunteers and through establishing and maintaining a culture of inclusiveness and learning. A possible counterbalance to the difficult economic situation over the next few years for charities such as BBOWT is likely to be the availability of high calibre individuals with the time and inclination to volunteer.

BBOWT will continue to produce its three yearly Conservation Report to inform the future management of its key sites. It is now managing all its biological recording and reserve management planning on computerised systems in order to standardise and streamline its nature reserves management. Imminent plans to upgrade all the Information Communication Technology (ICT) provision will make this available in all three county bases and eventually in its other four offices.

**Being an effective voice for wildlife** Along with Wildlife Trusts across the UK, BBOWT has taken and will continue to take a lead role in championing a landscape scale approach to nature conservation. The Wildlife Trusts' shared vision of **A Living Landscape**, in part a response to climate change, seeks to bring together long-term partnerships with landowners, decision makers and other conservation bodies to prevent further habitat loss and reverse the continuing decline of wildlife. The Trust will continue to lobby at every level for recognition and protection of these "Biodiversity Opportunity Areas" and to encourage work on the ground to make them a reality. BBOWT has committed to three such schemes, on the River Ray, at Chimney Meadows and in West Berks and anticipates taking a lead role in a further three such schemes over the next five years, pending the ability to secure resources and expertise to enable such schemes to develop in a sustainable manner.

**UK issues** BBOWT plays a full and active role within the UK partnership of 47 Wildlife Trusts and alongside our umbrella body, the Royal Society of Wildlife Trusts, we will continue to campaign for legislation to protect species and habitats across the whole country, including the marine environment.

**Encouraging and supporting people to take action for wildlife** The new Bucks Centre at College Lake is due to open in May 2010 and work has begun on a Centre in Berks at Woolley Firs, Maidenhead, with a likely completion date of end 2011. Along with our Oxon Centre at Sutton Courtenay that has been running for over 10 years, these will play a major role in BBOWT achieving its stated aims of providing more and different opportunities for people of all ages, abilities and backgrounds to participate in nature conservation. These Centres will also help to demonstrate the broader agenda of sustainable lifestyles, through low impact "green" buildings, and provide a more effective presence for the Trust in all three counties, while reducing the need for travel.

**The next generation** BBOWT recognises the importance of young people and families and in particular those from urban backgrounds, being able to participate in wildlife activities. We are committed to, and will work with appropriate partners, to improve our range of welcoming and accessible activities both geographically, seasonally and for a range of abilities and mobility. We will seek to enable school children (and their teachers) to undertake longer, deeper "journeys" of discovery by increasing our reach prior to school visits, in follow up activities and through Schools Wildlife Watch membership.

**Effective and environmental organisation** With climate change now recognised at every level to be the single biggest threat to wildlife worldwide, BBOWT seeks to set an example in best practice, not only in nature conservation, but also in the wider context of sustainability. At its AGM in November 2009 BBOWT members voted to adopt new Charitable Objects, as approved by the Charity Commission, that reflect the challenges of the 21st century. BBOWT aims to "climate proof" its reserve management work as far as current knowledge allows and to ensure that our educational activities embrace the wider environmental issues in order to develop a sense of global citizenship in the next generation. The Trust seeks to minimise its own environmental impact in all its operations and will invest in new ways to work smarter – in particular by developing its electronic communications to reduce paper usage, by developing ICT systems to take advantage of remote working and reduce unnecessary travel and utilise low carbon energies and fuel whenever feasible.

The trustees wish to express their thanks and appreciation to all members and donors who made financial contributions during the financial year 2009-10 and to all the many individuals who donated their time and expertise in a voluntary capacity. It is the combined effort, enthusiasm and generosity of each contribution that has added up to another very successful year. Despite the prolonged period of economic gloom, BBOWT has had the good fortune to have a solid financial and supporter base that has remained in place and enabled us to continue our programme of nature conservation and access to the natural environment and to plan with confidence into the future.

## Financial Review

### Income

The Trust continues to rely on the income donated by its membership, mainly through payment of the annual subscription fee, associated donations and related Gift Aid. The generosity of members has seen unrestricted donations rise by over £50,000 on the previous year and about 64% of unrestricted income came from this source.

Restricted income, at just over £1.6 million, accounted for approximately one third of all income during the year. Most of the restricted income was in the form of grants from trusts, government agencies and other grant making bodies. It included approximately £760,000 towards the funding of the development of the new visitor centre at College Lake and £132,000 towards the purchase cost for Leaches Farm.

### Expenditure

The main areas of expenditure relate to the cost of undertaking the charitable activities of the Trust and the cost of generating funds. The latter, representing approximately 22% of total expenditure, includes the costs of recruiting and retaining members and a share of support costs.

Charitable expenditure is broken down into three categories that reflect the main aims of the Trust as follows:

- Nature Reserves (40% of total expenditure)
- Wildlife Awareness & Education (23%)
- Policy & Wider Countryside (14%)

The costs associated with nature reserves include staff and volunteer costs, costs of improving access to the public, animal, vehicle, tool and equipment costs.

Educational work expenditure includes the costs of running our education and visitor centres, the costs of the education work, and the costs of the Wildlife Watch junior club activities plus the costs of providing educational material to our members (our magazine – Wildlife News) and to the general public.

Our wider countryside work mainly comprises staff costs. This team looks at planning issues, carries out surveys on our reserves to monitor species and works with other organisations and landowners to protect habitats.

Where funds are donated with restrictions these are accounted for separately to ensure that they are spent for the intended purpose and are separately disclosed in the accounts.

### Financial Position as at 31 March 2010 & Reserves Policy

Unrestricted income rose from £2.5 million to £3.0 million, whilst unrestricted expenditure rose from £2.3 million to £2.6 million compared to the previous year. Unrestricted net incoming resources were approximately £0.4 million before transfers.

The trustees aim to build and maintain cash reserves equating to at least three months of operating expenditure for the organisation. This enables the Trust to continue to operate in challenging financial circumstances. Free financial reserves are those funds which are not tied up in fixed assets or designated and restricted funds. Free financial reserves at 31 March 2009 were £0.761 million and they rose to £0.912 million at 31 March 2010. This is equivalent of just over four months of 2009/10 unrestricted operating expenditure.

### Designated Funds

Those funds previously designated towards the costs of the College Lake development were spent during the year. During the year Shepperlands Cottage was received as part of the Goodwin legacy. This property is for sale with the proceeds designated towards the cost of the planned education centre at Woolley Firs nearby in Berkshire. Other designated funds represent the value of nature reserves and fixed assets.

### Restricted Funds

The Trust held £1.99 million in restricted income funds at the end of the year. Approximately £0.743 million related to specified projects, an increase of £0.16 million on the previous year. Almost half of the funds held relate to the grant from Lilian Watts Trust to support the planned development of an education centre at Woolley Firs in Berkshire.

The restricted fund for the West Berkshire Living Landscape project was in deficit at the end of the year as grants are claimed in arrears and also a negative income value appears as a third party payment was made by the Trust to secure landfill contract money. Cash is expected to be received during 2010/11.

### Lilian Watts Trust

The trustees of the Lilian Watts Trust agreed to wind up the Trust during the year and transfer all funds to BBOWT for use within Berkshire. The funds are largely transferred to BBOWT in the form of a restricted grant, but also include a small orchard which is held as an investment fund.

### Short Term Deposits

Though it appears that the Trust has significant cash on deposit, most of these deposits relate to restricted, designated or endowment funds. They are therefore not available to fund new projects or unrestricted activities.

### **Investment Policy**

Decisions on the Trust's investments are made on the basis of the purpose for which the investment is being held, acceptable levels of risk and return, and on certain ethical constraints arising from the Trust's charitable objectives

### **Liability of Members**

The members of the company agree to contribute a sum, not exceeding £1, in the event of the company being wound up

### **Statement of Trustees' Responsibilities**

The trustees (who are also directors of Berkshire, Buckinghamshire & Oxfordshire 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 the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of 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 proper accounting records that disclose with reasonable accuracy at any time of 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

In so far as we are aware

- There is no relevant audit information of which the charitable company's auditor is unaware, and
- The trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information

### **Auditors**

A resolution re-appointing haysmacintyre as auditors will be proposed at the AGM in accordance with S 485 of the Companies Act 2006

By order of the Board of Trustees on 6 July 2010



Hugh Mellor  
Chairman

## INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF BERKSHIRE, BUCKINGHAMSHIRE AND OXFORDSHIRE WILDLIFE TRUST

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We have audited the financial statements of Berks, Bucks & Oxon Wildlife Trust for the year ended 31 March 2010 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and the related notes. The 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 495 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members those matters that we are required to state to them in an audit 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.

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

The trustees' (who are also the directors of the company for the purposes of company law) responsibilities for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and for being satisfied that the financial statements give a true and fair view are set out in the Statement of Trustees' Responsibilities.

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, have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, and have been prepared in accordance with the Companies Act 2006. We also report to you whether in our opinion the information given in the Trustees' Annual Report is consistent with those financial statements.

In addition we report to you if, in our opinion, the charity has not kept adequate accounting records, if the charity's financial statements are not in agreement with the accounting records and returns, if we have not received all the information and explanations we require for our audit, or if certain disclosures of trustees' remuneration specified by law are not made.

We read the Trustees Annual Report and consider the implications for our report if we become aware of any apparent misstatements within it.

### **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 charity's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the 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.

### **Opinion**

In our opinion:

- the financial statements give a true and fair view of the state of the charity's affairs as at 31 March 2010 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended,
- the financial statements have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice,
- the financial statements have been prepared in accordance with the Companies Act 2006, and
- the information given in the Trustees Annual Report is consistent with the financial statements.



Richard Weaver, Senior Statutory Auditor  
for and on behalf of  
haysmacintyre  
Statutory Auditors

6 JULY

Fairfax House  
15 Fulwood Place  
London  
WC1V 6AY

BERKSHIRE, BUCKINGHAMSHIRE AND OXFORDSHIRE WILDLIFE TRUST  
STATEMENT OF FINANCIAL ACTIVITIES  
YEAR ENDED 31 MARCH 2010

		Unrestricted Funds	Restricted Funds	Endowment Funds	Total 2010	Total 2009
	Note	£	£	£	£	£
<b>Incoming resources</b>						
Incoming resources from generated funds						
Voluntary income						
Donations and legacies	2	707,312	364,125	-	1,071,437	385,511
Membership and membership donations		1,923,829	-	-	1,923,829	1,870,915
Grants and corporate donations	3	15,322	1,243,555	230,000	1,488,877	556,306
Activities for generating funds						
Sales		11,265	-	-	11,265	9,647
Events		12,469	-	-	12,469	17,298
Investment income	4	27,712	6,468	1,513	35,691	105,646
Incoming resources from charitable activities						
Grants		282,744	-	-	282,744	375,297
Other income		38,705	526	-	37,231	5,924
<b>Total incoming resources</b>		<b>3,017,358</b>	<b>1,614,672</b>	<b>231,513</b>	<b>4,863,543</b>	<b>3,328,544</b>
<b>Resources expended</b>						
Costs of generating funds						
Costs of generating voluntary income						
Donations and legacies		19,798	10,795	-	30,593	33,565
Membership and membership donations		497,888	-	-	497,888	489,319
Grants and corporate donations		159,528	-	-	159,528	133,746
Fundraising trading cost of goods sold and other costs						
Sales		6,906	-	-	6,906	1,987
Events		26,777	-	-	26,777	31,111
Investments		5,637	-	-	5,637	3,592
Charitable activities						
Nature reserves management		912,861	352,420	-	1,265,281	1,239,688
Wildlife awareness and education		614,351	121,988	-	736,339	685,223
Looking after the wider countryside		325,300	106,905	-	432,205	414,373
Governance costs		34,562	-	-	34,562	39,719
<b>Total resources expended</b>		<b>2,603,608</b>	<b>592,108</b>	<b>-</b>	<b>3,195,716</b>	<b>3,052,323</b>
Net incoming resources before transfers		413,750	1,022,564	231,513	1,667,827	274,221
Transfers	19	1,250,406	(864,858)	(385,548)	-	-
Net incoming/outgoing resources		1,664,156	157,706	(154,035)	1,667,827	274,221
Realised gain/(loss) on investments assets		-	-	-	-	186,976
Unrealised gain / (loss) on investment assets		14,972	-	-	14,972	(336,523)
Net movement in funds		1,679,128	157,706	(154,035)	1,682,799	124,674
Total funds brought forward		5,931,564	1,833,007	497,925	8,262,496	8,137,822
Total funds carried forward		7,610,692	1,990,713	343,890	9,945,295	8,262,496

The notes on pages 15 to 21 form part of these accounts. There were no recognised gains and losses other than those shown in the above Statement of Financial Activities. All transactions are derived from continuing activities.


BERKSHIRE, BUCKINGHAMSHIRE AND OXFORDSHIRE WILDLIFE TRUST  
BALANCE SHEET  
YEAR ENDED 31 MARCH 2010

		2010		2009	
	Note	£	£	£	£
<b>Fixed assets</b>					
Tangible assets	10		2 609 832		1 729 539
Nature reserves	11		4 880 844		4 357 167
Investments	12		<u>502 975</u>		<u>51 503</u>
			7 993 651		6 138 209
<b>Current assets</b>					
Stock		21 730		23 775	
Debtors	13	238 886		531 907	
Short term deposits		1 918 955		1 845 029	
Cash at bank		<u>77 580</u>		<u>66 999</u>	
		2 255 161		2 467 710	
<b>Creditors amounts falling due within one year</b>	14	<u>(303 517)</u>		<u>(343 423)</u>	
			1 951 644		2 124 287
			<u>9 945 295</u>		<u>8 262 496</u>
<b>FUNDS</b>					
Restricted Income Funds			1 990 713		1 833 007
Endowment Funds					
Funds			338 721		492 758
Revaluation Reserve			5 169		5 169
Unrestricted Income Funds					
General Reserves			912 138		760 880
Revaluation Reserve			17 962		2 990
Designated Shepperlands Cottage			437 500		-
Designated Leake Legacy			-		108 639
Designated Brocklehurst Legacy			-		178 404
Designated Nature Reserves			4 020 137		3 498 460
Designated Fixed Assets			<u>2 222 957</u>		<u>1 384 191</u>
			<u>9 945 295</u>		<u>8 262 496</u>

Approved by the Board of Trustees on 6 July 2010 and signed on their behalf by



Hugh Mellor  
Chairman



David Taylor  
Honorary Treasurer

BERKSHIRE, BUCKINGHAMSHIRE AND OXFORDSHIRE WILDLIFE TRUST  
CASHFLOW STATEMENT  
YEAR ENDED 31 MARCH 2010

	Note	2010 £	2009 £
Net cash inflow from operating activities	(a)	1 979 798	43,321
Returns on investment and servicing of finance			
Investment income received		35 691	105,646
Capital expenditure			
Purchase of tangible fixed assets		(969 532)	(448 729)
Purchase of nature reserves		(523,940)	-
Acquisition of investments		(437,500)	-
Proceeds from disposal of investment assets		-	350,972
Proceeds from disposal of tangible fixed assets		-	7 500
Increase in cash and cash equivalents	(b)	<u>84 517</u>	<u>58,710</u>

NOTES TO THE CASH FLOW STATEMENT

(a) Reconciliation of net incoming resources to net cash inflow from operating activities	2010 £	2009 £
Net incoming resources	1,667,827	274,221
Investment income	(35 691)	(105 646)
	<u>1 632 136</u>	<u>168,575</u>
Depreciation	89 393	76,468
Profit / (loss) on disposal of assets	1,109	7,146
Decrease/(increase) in stock	2 045	(9 851)
Decrease/(increase) in debtors	295 021	(337,296)
(Decrease)/increase in creditors	(39,906)	138,279
	<u>1 979 798</u>	<u>43 321</u>

(b) Analysis of changes in cash and cash equivalents in the year

	2009 £	Cash flow £	2010 £
Short term deposits	1 845,029	73,926	1 918 955
Cash	66,999	10 591	77,590
	<u>1,912 028</u>	<u>84 517</u>	<u>1,996,545</u>

**BERKSHIRE, BUCKINGHAMSHIRE AND OXFORDSHIRE WILDLIFE TRUST**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2010**

**1 ACCOUNTING POLICIES**

**(a) Basis of accounting**

The financial statements are prepared under the historical cost basis, as modified by the revaluation of fixed asset investments, in accordance with the Statement of Recommended Practice (Accounting by Charities), SORP 2005, the Companies Act 2006 and with applicable accounting standards

**(b) Fund accounting**

Unrestricted funds comprise accumulated surpluses and deficits on general funds. They are available for use at the discretion of the Trustees in furtherance of the general charitable objectives. Designated funds are unrestricted funds earmarked by Trustees for a specific purpose. Restricted income and endowment funds are funds subject to specific restricted conditions imposed by the donors and further explanations of the nature and purpose of each fund is included in note 15. Endowment funds represent capital rather than revenue funds.

**(c) Incoming resources**

Subscriptions income and income from voluntary gifts and donations are included in the accounts on a receipts basis. Specified project income is included in the accounts on the basis of amounts expended and/or invoiced/claimed but not received. Legacy income is included on a receivable basis where probate has been granted and notified prior to 31 March and is reasonably expected to be received.

**(d) Expenditure**

All expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to pay.

Directly attributable expenditure is charged to cost of generating funds, charitable activities or governance costs as appropriate. Support costs, which are defined as those costs necessary to deliver an activity but which do not constitute its output, are allocated to each heading on the basis of estimated staff time.

Governance costs are those which relate to the general running of the charity rather than fundraising or charitable activity. These include audit fees, legal advice for trustees and costs associated with constitutional and statutory requirements together with the appropriate allocation of support costs.

**(e) Fixed assets and depreciation**

Assets with a cost in excess of £1,000 and with a useful life exceeding one year are capitalised on the balance sheet. Depreciation is calculated so as to write off the cost of tangible fixed assets over their expected useful economic lives. The principal annual rates and bases used for this purpose are:

Motor vehicles	25% reducing balance
Leaseholds	over the period of the lease
Computer and office equipment	20% straight line
Freehold buildings excluding barns	75 years straight line
Barns	25 years straight line
Capital additions to buildings	10 years straight line

**(f) Stocks**

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

**(g) Investments**

Investments are stated at market value at the balance sheet date. The Statement of Financial Activities includes the net gains and losses arising on revaluations and disposals throughout the year.

**(h) Leased assets**

Payments under operating leases are charged to the Statement of Financial Activities in the year to which they relate.

**(i) Nature Reserves**

Nature Reserves that have been purchased by the charity have been capitalised at the purchase cost. Nature Reserves that have been donated to the charity have been capitalised at the best estimate of cost had they been purchased by charity.

**(j) Volunteer Groups**

The Charity has 46 regional and local groups of volunteers (excluding Wildlife Watch Junior Clubs) who carry out various activities during the year including fundraising and providing care on our nature reserves. Twenty-one of these groups hold their own bank accounts and their activities are included in these accounts.

**(k) Pensions**

The Charity operates a defined contributions pension scheme for the majority of its employees. Contributions to the scheme are recognised as expenditure in the accounts when they fall due. The liability of the Charity in respect of this scheme is limited to an obligation to make payments when they fall due.

In addition, the Charity makes contributions in respect of one employee only to The Wildlife Trusts Pension Scheme, a defined benefit scheme. On the basis that this scheme is a multi-employer scheme and it is not possible to identify the Charity's share of the net assets or liabilities of the scheme, this scheme is accounted for as for the defined contribution scheme. The additional disclosure requirements arising from FRS 17 Retirement Benefits are not considered to be of material relevance given that only one employee is a member of the scheme.

**2 DONATIONS AND LEGACIES**

	2010 £	2009 £
Donations	374,955	123,929
Legacy Property - Shepperlands Cottage	437,500	-
Legacies	258,982	261,582
	<u>1,071,437</u>	<u>385,511</u>

The Trust received Shepperlands Cottage as part of the Goodwin legacy during the year. The property has been sold (subject to Contract) but remains an investment asset at the end of the financial year. £360,000 from the proceeds of the sale are designated to fund the development of a new Education Centre at Woolley Firs in Berkshire.

Further amounts are due in respect of four legacies, however it is unclear as to the exact value of the bequest as in each case there are some complexities in the estate. Consequently these amounts have not been included in these accounts as the precise amount and timing of the receipts are not known.



BERKSHIRE, BUCKINGHAMSHIRE AND OXFORDSHIRE WILDLIFE TRUST  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2010

3 GRANTS AND CORPORATE DONATIONS

	2010	2009
	£	£
Charitable trusts	54,436	144,078
Local authorities	51,433	300
Companies	270,130	90,409
Grant making bodies	1,112,878	321,519
	<u>1,488,877</u>	<u>556,306</u>

4 INVESTMENT INCOME

	2010	2009
	£	£
Interest receivable on cash deposits	28,819	96,024
Dividends and interest on listed investments	2,972	3,882
Rent from investment property	3,900	5,740
	<u>35,691</u>	<u>105,646</u>

5 NET MOVEMENT IN FUNDS

	2010	2009
	£	£
The net movement in funds is arrived at after charging		
Depreciation and amortisation	89,393	76,468
Auditors' remuneration - audit	7,500	7,300
Auditors' remuneration - other	1,940	-
Operating lease rentals	3,219	3,219
	<u>3,219</u>	<u>3,219</u>

6 STAFF NUMBER AND EMOLUMENTS

	2010	2009
	£	£
<b>Staff costs</b>		
Wages and salaries	1,463,277	1,334,602
Social security costs	129,946	122,896
Other pension costs	77,577	70,927
	<u>1,670,800</u>	<u>1,528,425</u>

One employee received emoluments between £60,000 & £70,000 during the year (2009 one). No employees received emoluments above £70,000 in either year.

The average number of employees calculated on a full-time equivalent basis, analysed by function, was

	2010	2009
Charitable activities	42	41
Generating funds	12	9
Support, management and administration	11	10
	<u>65</u>	<u>60</u>

The growth in staff numbers engaged in generating funds are an increase in temporary staff acting as in-house membership recruiters.

7 TRUSTEES' REMUNERATION AND REIMBURSED EXPENSES

No emoluments were paid to the trustees during the year. Two trustees received reimbursement of travel expenses totalling £122 (2009 one trustee totalling £142).

8 RESOURCES EXPENDED

	Direct Activities	Support Costs	2010 Total	2009 Total
	£	£	£	£
Costs of generating funds				
Costs of generating voluntary income				
Donations and legacies	27,708	2,885	30,593	33,565
Membership and membership donations	439,109	58,779	497,888	469,319
Grants and corporate donations	110,361	49,167	159,528	133,746
Fundraising trading cost of goods sold and other costs				
Sales	6,906	-	6,906	1,987
Events	19,087	7,690	26,777	31,111
Investments	5,637	-	5,637	3,592
Charitable activities				
Nature reserves management	991,572	273,709	1,265,281	1,239,688
Wildlife awareness and education	564,396	171,943	736,339	685,223
Looking after the wider countryside	305,583	126,622	432,205	414,373
Governance costs	29,068	5,494	34,562	39,719
	<u>2,499,427</u>	<u>696,289</u>	<u>3,195,716</u>	<u>3,052,323</u>

BERKSHIRE, BUCKINGHAMSHIRE AND OXFORDSHIRE WILDLIFE TRUST  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2010

9 SUPPORT COSTS	Finance & Legal £	Human Resources £	Office Support £	Management & Other £	2010 Total £	2009 Total £
Costs of generating funds						
Costs of generating voluntary income						
Donations and legacies	399	42	1 165	1 279	2,885	5,316
Membership and membership donations	8,135	848	23,739	26,057	58 779	56,210
Grants and corporate donations	6 805	709	19 857	21 796	49,167	38 793
Fundraising trading cost of goods sold and other costs						
Sales	-	-	-	-	-	-
Events	1 064	111	3 106	3,409	7 690	9,048
Charitable activities						
Nature reserves management	37,883	3,948	110,542	121,336	273 709	237,282
Wildlife awareness and education	23 798	2 480	69,442	76 223	171,943	147 594
Looking after the wider countryside	17 525	1,826	51 139	56,132	126 622	95,569
Governance costs	760	79	2 219	2,436	5 494	4 524
	<u>96 369</u>	<u>10,043</u>	<u>281 209</u>	<u>308 668</u>	<u>696,289</u>	<u>594 336</u>

All non-directly attributable costs are allocated to cost centres on the basis of staff numbers involved in each activity

10 TANGIBLE FIXED ASSETS	Assets under construction £	Freehold land and buildings £	Leasehold land and buildings £	Equipment and motor vehicles £	Office Equipment £	Total £
<b>COST</b>						
At 31 March 2009	128,092	897 695	802 574	309,836	66 878	2 205 075
Additions	877,292	-	24,121	68,119	-	969,532
Transfers	-	-	-	-	-	-
Disposals	-	-	-	(3,419)	(28,895)	(32 314)
At 31 March 2010	<u>1,005,384</u>	<u>897,695</u>	<u>826 695</u>	<u>374,536</u>	<u>37,983</u>	<u>3 142 293</u>
<b>DEPRECIATION</b>						
At 31 March 2009	-	69,469	149 274	200,797	55,996	475 536
Charge for year	-	15 840	37,356	30 751	5 183	89,130
Eliminated on disposal	-	-	-	(3,311)	(28 894)	(32 205)
At 31 March 2010	<u>-</u>	<u>85 309</u>	<u>186,630</u>	<u>228,237</u>	<u>32 285</u>	<u>532 461</u>
<b>NET BOOK VALUE</b>						
At 31 March 2010	<u>1 005 384</u>	<u>812 386</u>	<u>640,065</u>	<u>146 299</u>	<u>5 698</u>	<u>2 609 832</u>
At 31 March 2009	<u>128 092</u>	<u>828 226</u>	<u>653,300</u>	<u>109 039</u>	<u>10 882</u>	<u>1 729 539</u>

11 NATURE RESERVES	Freehold £	Leasehold £	Total £
<b>COST</b>			
At 31 March 2009	4 109 309	252 328	4,361 637
Additions	523,940	-	523 940
Disposals	-	-	-
At 31 March 2010	<u>4,633,249</u>	<u>252,328</u>	<u>4,885,577</u>
<b>DEPRECIATION</b>			
At 31 March 2009	-	4,470	4,470
Charge for year	-	263	263
At 31 March 2010	<u>-</u>	<u>4 733</u>	<u>4 733</u>
<b>NET BOOK VALUE</b>			
At 31 March 2010	<u>4 633 249</u>	<u>247 595</u>	<u>4 880 844</u>
At 31 March 2009	<u>4 109 309</u>	<u>247 858</u>	<u>4 357 167</u>

Nature reserves owned by the trust cover 1152 hectares (50 hectares more than the previous year), whilst nature reserves managed under agreements or leased from others cover 578 hectares (30 hectares more than last year)

BERKSHIRE, BUCKINGHAMSHIRE AND OXFORDSHIRE WILDLIFE TRUST  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2010

12 INVESTMENTS

	Investments Market Value £	Investment property Market Value £	Total Market Value £	Investments At Cost £	Investment property At Cost £	Total At Cost £
Value brought forward	43,608	7,895	51,503	40,618	2,726	43,344
Investments Acquired in year	-	437,500	437,500	-	437,500	437,500
Investments disposed in year	(1,000)	-	(1,000)	-	-	-
Decrease in Market Value for the year						
Unrealised gain / (loss) in year	14,972	-	14,972	-	-	-
Value carried forward	57,580	445,395	502,975	40,618	440,226	480,844

The investment property comprises an orchard which was valued at an open market rate by Downer & Co, Chartered Surveyors on 2 May 2008

Investments disposed of during the year were 1,000 shares in the Southern Counties Agricultural Trading Society Ltd. This society merged with Centaur Grain Ltd in 2008 and as BBOWT was not a producer member, we were not entitled to retain shares in the company. A payment in lieu of shares received in 2008.

The charity owns the 2 ordinary £1 shares in The Wildlife Shop Limited, its wholly owned subsidiary. The subsidiary is now dormant and is not consolidated due to its immateriality.

13 DEBTORS

	2010 £	2009 £
Trade debtors	35,863	9,447
Tax repayment claims	69,892	61,988
Accrued income	122,871	452,817
Recoverable VAT	5,562	7,655
Prepayments	468	-
Staff Cyclescheme	2,430	-
	<u>236,886</u>	<u>531,907</u>

14 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2010 £	2009 £
Trade creditors	164,190	183,227
Other creditors	54,961	76,933
Accruals and deferred income	38,474	49,470
Other taxes and social security	45,892	33,793
	<u>303,517</u>	<u>343,423</u>

15 MOVEMENT ON FUNDS

	As at 1 April 09 £	Incoming Resources £	Resources Expended £	Unrealised Gain £	Transfers (note 19) £	As at 31 March 10 £
<b>(a) Unrestricted Income Funds</b>						
General	760,880	3,017,358	(2,603,345)	-	(262,757)	912,136
Revaluation reserve	2,990	-	-	14,972	-	17,962
Designated - Shepperlands Cottage	-	-	-	-	437,500	437,500
Designated - Leake legacy	108,639	-	-	-	(108,639)	-
Designated - Brocklehurst legacy	178,404	-	-	-	(178,404)	-
Designated - nature reserves	3,496,460	-	(263)	-	523,940	4,020,137
Designated funds - fixed assets	1,384,191	-	-	-	838,766	2,222,957
	<u>5,931,564</u>	<u>3,017,358</u>	<u>(2,603,608)</u>	<u>14,972</u>	<u>1,250,406</u>	<u>7,610,692</u>
<b>(b) Restricted Income Funds</b>						
Specified Projects	583,046	1,614,672	(572,986)	-	(881,601)	743,131
Capital Fund	25,930	-	-	-	35,866	61,796
Gallows Bridge Farm Reserve	860,707	-	-	-	-	860,707
SCEEC Reserve	363,324	-	(19,122)	-	(19,123)	325,079
	<u>1,833,007</u>	<u>1,614,672</u>	<u>(592,108)</u>	<u>-</u>	<u>(864,858)</u>	<u>1,990,713</u>
<b>Endowment Funds</b>						
Lilian Watts Trust	385,548	-	-	-	(385,548)	-
Endowment Conservation	107,208	231,513	-	-	-	338,721
	<u>492,756</u>	<u>231,513</u>	<u>-</u>	<u>-</u>	<u>(385,548)</u>	<u>338,721</u>
<b>Revaluation Reserve</b>						
Lilian Watts Trust	5,169	-	-	-	-	5,169
	<u>2,330,932</u>	<u>1,846,185</u>	<u>(592,108)</u>	<u>-</u>	<u>(1,250,406)</u>	<u>2,334,603</u>

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15 MOVEMENT ON FUNDS (continued)

The Capital Fund represents amounts donated for the purchase and enhancements of nature reserves

The Gallows Bridge Farm Reserve represents the cost of the land purchased with restricted funds. One of the donors has placed a restriction on the funding requiring completion of the restoration works otherwise all the funding will have to be repaid.

Income & expenditure relating to specific nature reserves for which the donations were made are recorded & written off within the specified project fund.

The SCEE (Sutton Courtenay Environmental Education Centre) Reserve represents cost and depreciation relating to the Education Centre building.

The Lilian Watts Trust was wound up during the year and all assets transferred to BBOWT in the form of grants and a land transfer of a small orchard against which there is an unrealised gain of £5,169. There are no plans to sell this orchard and it is retained as an investment asset.

Analysis of Specified Funds

Specified projects are discrete local projects selected by the donor or grant awarding organisation, significant balances carried forward to 2009/10 are shown below.

		As at 1 April 09 £	Incoming Resources £	Resources Expended £	Transfers £	As at 31 March 10 £
Baynes & Bowdown	Berks	350	3,000	-	(3,350)	-
Decoy Heath	Berks	1,295	-	300	(995)	-
Haymill Valley	Berks	-	1,500	-	(1,500)	-
Inkpen	Berks	22,700	-	20,958	(1,742)	-
Wildmoor	Berks	-	6,931	-	(6,231)	700
Reptile Survey Bowdown	Berks	-	4,650	4,100	(550)	-
Little Linford	Bucks	1,488	-	-	(1,488)	-
Long Grove Wood	Bucks	-	1,565	-	(65)	1,500
Upper River ray	Bucks	6,700	-	-	(6,700)	-
Weston Turville	Bucks	-	2,000	-	(2,000)	-
Leaches Farm	Bucks	-	358,119	516,865	158,748	-
Abbey Fishponds	Oxon	-	1,500	-	(1,500)	-
Chimney	Oxon	-	9,853	8,119	(1,734)	-
Chinnor Hill	Oxon	1,260	1,800	-	(3,060)	-
CS Lewis	Oxon	559	1,500	-	(2,059)	-
Warburg	Oxon	-	3,800	271	(3,329)	-
Wells Farm	Oxon	1,900	1,400	-	(3,300)	-
College Lake Projects	Bucks	-	13,532	-	(13,532)	-
College Lake Development	Bucks	84,500	746,802	958,335	287,043	160,010
SCEE Running Costs	Oxon	-	28,308	-	(28,308)	-
SCEE - projects pre 09/10	Oxon	2,280	(119)	1,280	(881)	-
SCEE - projects 09/10	Oxon	-	1,500	500	-	1,000
Woolley Firs	Berks	(2,376)	-	13,233	385,548	369,939
Landfill yet to be Allocated	Cross County	-	7,818	-	-	7,818
Conference	Comms	-	1,499	-	(1,499)	-
Crumplehorn	Berks	-	3,968	-	-	3,968
Dorothy Morley	Cross County	18,260	189	918	-	17,531
Developing Volunteers	Cross County	-	72,870	89,095	16,225	-
Oxon Wildlife Sites	Oxon	12,453	24,000	21,311	-	15,142
Water Vole	Cross County	52,268	19,040	33,044	38,400	76,664
Chimney SITA	Oxon	-	22,727	22,733	6	-
Floodplain Grazing Manager	Bucks	-	18,619	18,619	-	-
Moor Copse Extension	Berks	101,712	777	16,153	(39,177)	47,159
Nettlebed	Oxon	17,395	11,036	28,431	-	-
Gallows Bridge Farm	Bucks	178,300	128,443	148,789	(144,270)	13,684
Berks Biodiversity Coordinator	Berks	38,800	29,040	24,120	-	43,720
Chimney EA Wetlands	Oxon	38,486	-	39,369	883	-
Community	P&W Community	-	3,550	-	(3,550)	-
Education	P&W	3,300	19,169	-	(22,469)	-
OPT Community Wildlife Officer	Oxon	-	14,000	8,796	-	5,204
Chalk Grasslands	Oxon	-	51,425	34,083	-	17,342
WBL Biodiversity (a)	Berks	-	(5,715)	34,459	-	(40,174)
Projects with bails below £1,000	Cross County	1,416	4,776	2,400	(1,868)	1,924
		<u>583,046</u>	<u>1,614,672</u>	<u>2,046,281</u>	<u>591,694</u>	<u>743,131</u>

(a) WBL Biodiversity grants are claimed in arrears hence the negative balance appearing. The Negative income value reflects the third party payment made by the Trust to secure landfill contract money.

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16 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Endowment Funds	Restricted Funds	Unrestricted Funds	Total Funds
	£	£	£	£
Fixed assets	-	386 875	2,222,957	2,609,832
Nature reserves	-	860 707	4 020,137	4 880 844
Investments	-	-	502 975	502,975
Current assets	343 890	743,131	1,168,140	2,255 161
Current liabilities	-	-	(303,517)	(303 517)
	<u>343 890</u>	<u>1,990 713</u>	<u>7 610,692</u>	<u>9 945,295</u>

17 OPERATING LEASE COMMITMENTS

The charity is committed to making the following minimum annual rental payments in respect of leases expiring

Length of lease remaining	Land and buildings	Other
	£	£
Less than 1 year	-	-
2 - 5 years	-	3,690
	<u>-</u>	<u>3,690</u>

18 CAPITAL COMMITMENTS

There were no capital commitments in either 2009 or 2010

19 TRANSFERS

	Endowments	Restricted Funds	Unrestricted Funds
	£	£	£
a) Lilian Watts Trust	(385 548)	385 548	-
b) Leake Legacy	-	108,639	(108 639)
c) Brocklehurst Legacy	-	178,404	(178,404)
d) Transfer from Specified to Core	-	(89 646)	89 646
e) Restricted Fund Overspend Leaches Farm	-	4,162	(4,162)
f) Designated Fixed Assets - Leaches Farm	-	(502 982)	502,982
g) Designated Fixed Assets - Inkpen	-	(20,958)	20 958
h) Designated Fixed Assets - Reserves Equipt	-	(7,489)	7,489
i) Designated Fixed Assets - College Lake	-	(901 413)	901,413
j) SCEEC 2009 Adj	-	(19,123)	19 123
	<u>(385,548)</u>	<u>(864 858)</u>	<u>1 250 406</u>

- a) Lilian Watts Trust was wound up during the year and all assets donated to BBOWT to be used within Berkshire
- b) The Leake Legacy was designated to the cost of the College Lake development and all funds were transferred to this project during the year
- c) The Brocklehurst Legacy was also designated to the cost of the College Lake and all funds were transferred to this project during the year
- d) Some core expenditure is allocated to specified projects during the year to reflect the proper allocation of costs
- e) Small shortfall on the purchase of Leaches Farm was funded from unrestricted funds
- f) Leaches Farm was purchased during the year to extend the Upper River Ray Living Landscape Area owned by the Trust and was funded from restricted income
- g) The Inkpen nature reserve was extended during the year with the purchase of land from restricted funds
- h) Items of Reserves equipment were purchases from restricted income during the year
- i) Work continued on the development of a visitor centre at the College Lake site during the year, partly funded from restricted income
- j) Depreciation was not correctly shown in the 2009 accounts and this transfer corrects the SCEEC reserve

## 20 ACKNOWLEDGMENTS

The Board of Trustees wish to acknowledge grants and donations from the following

### Grant bodies

Biffaward  
Grundon Waste Management Ltd  
Heritage Lottery Fund  
SITA Trust  
Trust for Oxfordshire's Environment  
Waste Recycling Environment Ltd

### Statutory organisations

British Waterways  
Environment Agency  
Forestry Commission  
Natural England

### Local authorities

Aylesbury Vale District Council  
Cherwell District Council  
Wokingham Borough Council  
Oxford City Council  
Oxfordshire County Council  
Reading Borough Council  
Royal Borough of Windsor and Maidenhead  
Slough Borough Council  
South Oxfordshire District Council  
Thatcham Town Council  
Vale of White Horse District Council  
West Berkshire Council  
West Oxfordshire District Council  
Woking District Council

An extended list of donors is included within the Annual Review

## 21 THIRD PARTY LANDFILL ACCOUNT

The Trustees are responsible for the application of monies in a client bank account held by the charity's solicitors. The funds were donated specifically towards match funding for grant applications under the Landfill Tax Credit Scheme as regulated by ENTRUST. These monies have not been donated to the charity. Where a successful bid application is made to an Environmental Body approved by Entrust, the funding must be forwarded to the Landfill Operator from monies held in this account. The Landfill Operator pays Landfill Tax Credits plus the matched funding to the Environmental Body and the charity receives 100% funding from the Environmental Body. As such this account has not been recognised as charitable funds within these accounts as the charity is not entitled to nor does it receive the funds until the Environmental Body and ENTRUST have approved the application. At the year end the monies held in this account amounted to £6 286 (2009 £4 029)