# CARYMOOR ENVIRONMENTAL TRUST ACCOUNTS

# 1 OCTOBER 2007 TO 29 FEBRUARY 2008

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Registered Charity number

1089668

Company registration number

03605584

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# TRUSTEES' REPORT

# YEAR ENDED 30 SEPTEMBER 2006

This document forms the annual report of the trustees of Carymoor Environmental Trust for the period 1 October 2007 to 29 February 2008.

The governing document of the trust is the Memorandum and Articles of Association.

The charity is constituted as a company limited by guarantee.

The charity registration number is 1089668.

The company registration number is 3605584.

The names of all the trustees of the charity on the date the report was approved are:

James Hamish Craig Ian Stuart Davies William Arthur Peter Moon Samantha Woodhouse Gillian Mary Brandon Craig Susan Ellen Corlett

Edward Jonathan Philip Marshall

David Watson

The company secretary is:

Susan Ellen Corlett

The method of appointment or election of trustees to this charity is as follows: A prospective trustee is invited to serve in recognition of their ability to contribute to the success and development of the trust, being proposed by an existing trustee. Their curriculum vitae is then considered by a meeting of the trustees. The new trustee is then formally invited to serve by the Chairman of Trustees. Upon acceptance, the trustee is duly appointed against signature, in accordance with the charity's Memorandum and Articles of Association, 3(b).

The principal office and registered office of the company is:

Dimmer Lane, Castle Cary, Somerset BA7 7NR

The names and addresses of other relevant organisations are as follows:

Auditors:

Max Foote Associates Limited, 26-27 Lower Woodcock Street,

Castle Cary, Somerset BA7 7BH

Bankers:

Lloyds TSB, Market Place, Somerton, Somerset TA11 7NB

Solicitors:

Dyne Drewett, Bailey Hill, Castle Cary, Somerset BA7 7AB

The charity's Memorandum and Articles of Association were approved by the charity commission at the time of registration and incorporate any and all restrictions called for by that body prior to registration.

A summary of specific investment powers and their authority is contained within the Memorandum and Articles of Association, 10 (1).

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The trustees have been authorised by the charity commission to take advantage of dispensation from disclosure of the description 'Limited' in the company name.

The charity's objects are to promote the protection, preservation and improvement of the natural environment for the benefit of the public and to advance the education of the public in all environmental and ecological matters by the provision of an educational centre in Dimmer and in particular:

- a) to establish, or secure the establishment of, for the benefit of the public (which term shall include individuals, commercial concerns, public bodies and every other type of entity or organisation) a centre in Dimmer to be known as Carymoor Environmental Trust ("Centre") to advance, foster and increase public knowledge, education and awareness of and interest in all matters concerning environmental and ecological issues ("Environmental Issues") and to arrange or provide for or join in arranging and providing for:
  - i) research facilities;
  - ii) educational and information resources, facilities and displays;
  - iii) exhibitions, conferences, training courses, attractions, meetings, lectures, classes and seminars in each case connected with Environmental Issues; and
  - iv) to provide a public forum or meeting place for those visiting or making use of the Centre together with ancillary recreational and refreshment facilities.
- b) to maintain and promote the Centre and its objectives and facilities whether alone or in conjunction with others for the benefit of the public.
- to promote, support, encourage and facilitate projects and developments which will produce benefits for the public through their approach to Environmental Issues;
   and
- d) to advance public education in all aspects of sustainability including, without limitation, resource and energy use, waste, ecology, health, technology, agriculture and biodiversity.

On 1 October 2006 the charity's activities were transferred to the Somerset Wildlife Trust. The activities of the charity were carried out by the Somerset Wildlife Trust from 1 October 2006 to 29 February 2008. On 1 March 2008 the activities of the charity were transferred back from Somerset Wildlife Trust. During the period under review, the organisational structure of the company is as follows:

The trustees had full control of the affairs of the charity and made all major decisions. All potentially controversial matters were referred to the whole Board of Trustees. The Trustees held monthly meetings, in addition to forming the following sub-committees, with a trustee chairing each one:

Finance and Funding,

Education,

Ecology and Land Management,

Human Resources (including Health and Safety).

These met as convenient but at least once a quarter. An Annual Meeting is held once a year within the permitted time limit of fifteen months.

#### **CHAIRMAN'S REPORT**

Much of the year was spent dormant as the charitable activities were carried out by the Somerset Wildlife Trust. During the latter stages of the period the Trustees were involved in talks with Somerset Wildlife Trust as a prologue to transferring the activities back to the company on 1 March 2008.

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The Centre, its related assets and activities were transferred to the company on 1 March 2008. All of the staff who were involved in the running of the Centre were transferred to the employ of Carymoor Environmental Trust on 1 March 2008 with their conditions of employment protected under Transfer of Undertakings, Protection of Employment legislation.

A review of the status of all risk factors is scheduled to be carried out annually to coincide with the preparation of the year end accounts was not completed due to the merger with Somerset Wildlife Trust.

The accounts are prepared in accordance with the Companies Act 1985, Charities Act 1993 and SORP 2005.

This report has been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

ON BEHALL OF THE BOARD

J H Graig - Chairman

Dated: 17 DECEMBER 2008

#### STATEMENT OF TRUSTEES' RESPONSIBILITIES

# **1 OCTOBER 2007 TO 29 FEBRUARY 2008**

The trustees (who are also the directors of Carymoor Environmental 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 period 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 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 a going concern basis unless it is inappropriate to presume that the company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to 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 the trustees are aware - there is no relevant audit information of which the charitable company's auditors are 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 auditors are aware of that information.

# INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF CARYMOOR ENVIRONMENTAL TRUST

We have audited the financial statements of Carymoor Environmental Trust for the period 1 October 2007 to 29 February 2008 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. These financial statements have been prepared under the historical cost convention and the accounting policies set out therein.

This report is made solely for the for the members, as a body, of Carymoor Environmental Trust. Our audit work has been undertaken so that we might state to the members of the Trust those matters we are required to state to them in an auditors' 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 charity and the charity'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

As described in the Statement of Trustees' Responsibilities the Trustees' (who are also the Directors of Carymoor Environmental Trust for the purposes of company law) are responsible for the preparation of the Trustees' Report and financial statements in accordance with applicable law and United Kingdom Accounting Standards.

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 whether, in our opinion, the information given in the Trustees' Report is consistent with the financial statements.

In addition we report to you if, in our opinion, the charity 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 company is not disclosed.

We are not required to consider whether the statement in the Trustees' Report concerning the major risks to which the Charity is exposed covers all existing risks and controls, or to form an opinion on the effectiveness of the Charity's risk management and control procedures.

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

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#### **OPINION**

In our opinion the financial statements give a true and fair view in accordance with UK Generally Accepted Accounting Practice of the charitable company's state of affairs as at 29 February 2008 and of its incoming resources and application of resources, including its income and expenditure, for the period then ended and have been properly prepared in accordance with the Companies Act 1985. In our opinion the information given in the Trustees' Report is consistant with the Financial Statements.

Mars Foote Associates hinisted

Max Foote Associates Limited Registered Auditors 26-27 Lower Woodcock Street Castle Cary Somerset BA7 7BH

Dated: 17 December 2008

# STATEMENT OF FINANCIAL ACTIVITIES

# 1 OCTOBER 2007 TO 29 FEBRUARY 2008

Note	2008 Unrestricted	2008 Restricted	2008	2007
	Fund £	Funds £	Total £	Total £
INCOMING RESOURCES				
Incoming resources from generated funds Voluntary income	-	-		-
Activities for generating funds Investment income	-	-	-	-
Incoming resources from charitable activities	-	-	-	-
TOTAL INCOMING RESOURCES	-	-	-	-
RESOURCES EXPENDED			######################################	<del></del>
Costs of generating funds Costs of generating voluntary income	-	-	-	-
Fundraising trading: cost of goods sold Charitable activities	, <del>-</del>	-	- -	- -
Grant funding of activities Governance costs	-	-	-	368,197
	-			
TOTAL RESOURCES EXPENDED	-	-	-	368,197 
NET INCOMING/(OUTGOING) RESOURSES FOR THE PERIOD	-	-	-	(368,197)
TOTAL FUNDS BROUGHT FORWARD	-	-	-	368,197
TOTAL FUNDS CARRIED FORWARD		-	-	-
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# **BALANCE SHEET AT 29 FEBRUARY 2008**

	Note	2008 £		2007 £
FIXED ASSETS Tangible assets				-
CURRENT ASSETS Stock Debtors Cash at bank and in hand		- - -	- - -	
CREDITORS Amounts falling due within one year		-	-	·
NET CURRENT LIABILITIES		<del></del>	<del></del>	-
TOTAL ASSETS LESS CURRENT LIABILITIES			•	-
CREDITORS Amounts falling due after more than one year		- 		- 
FUNDS OF THE CHARITY Unrestricted funds Restricted funds		2 -		- - 
		=======		========

The accounts are prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

The accounts were approved by the trustees on 17 December 2008.

ON BEHALF OF THE TRUSTEES

J H Craig - Chairman

# **NOTES TO THE ACCOUNTS**

# **1 OCTOBER 2007 TO 29 FEBRUARY 2008**

#### 1. ACCOUNTING POLICIES

The principal accounting policies adopted in the preparation of the financial statements are set out below and have been consistently applied within the same accounts.

# a) Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with SORP 2005 and the FRSSE (effective January 2005)

# b) Cash flow statement

The company has taken advantage of the exemption in FRS1 available for small companies from the requirement to prepare a cash flow statement.

# c) Depreciation

Depreciation has been computed to write off the cost of tangible fixed assets less residual value over their expected useful lives using the following rates:-

Leasehold building Over 25 years Wind Turbine Over 20 years

Office equipment 25 - 50% reducing balance Fixtures and fittings 25% reducing balance

Fixed assets costing less than £250 are not capitalised.

# d) Accounting for income

School visits, tours and courses

School visits, tours and courses are accounted for on a receivable basis.

#### Entrust project management fees

The funding for certain projects may include provision for an annual management fee. The fee for the full year is recognised in the accounts as unrestricted income.

# Restored land management fee

Restored land management fee is accounted for on a receivable basis.

# SWAP project funding

Revenue grant funding is accounted for on a receivable basis.

#### Landfill tax credit funding

Amounts received under the landfill tax credit scheme are accounted for when the grant income is received.

## NOTES TO THE ACCOUNTS

#### **1 OCTOBER 2007 TO 29 FEBRUARY 2008**

### 1. ACCOUNTING POLICIES (CONTINUED)

# e) Resources expended

All expenditure is accounted for on an accruals basis and has been classified under headings appropriate to the organisation. Support costs are those costs incurred directly in support of expenditure on the objects of the Charity. Management and governance costs are those incurred in connection with administration of the Charity and compliance with constitutional and statutory requirements. Support costs are allocated to the charity's activities either based on staff numbers or actual usage where this can be reliably determined.

# f) Funds structure

#### Unrestricted fund

Income within this fund has been generated by the Charity and the use of such income has not been restricted to a particular purpose. In addition to meeting the costs of activities in furtherance of the charity's objects, the unrestricted fund has to pay for the general administration of the Trust.

#### Restricted funds

These are funds restricted to a particular purpose. The Trust has five restricted funds.

The Entrust fund represents funds generated from the landfill tax credit scheme which can be spent on approved projects.

The SWAP fund represents funds received in order to run the Somerset Waste Action Partnership scheme.

The Environment Agency fund represents funds for specific projects funded by the-Environment Agency.

The Somerset Community Foundation fund represents funds received for a specific project

The Wind Turbine fund represents grants received to purchase a second wind turbine. The funds have already been spent and the balance represents the amounts which will be written off the SOFA as the wind turbine is depreciated in the accounts.

#### g) Stocks

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

# NOTES TO THE ACCOUNTS

# **1 OCTOBER 2007 TO 29 FEBRUARY 2008**

1	MOVEMENTS IN FUNDS	Unrestricted Fund	Restricted Funds	Total Funds
	•	£	£	£
	Balance at 1 October 2007	-	-	-
	Net incoming/(outgoing) resources		-	-
	Balance at 29 February 2008	-	-	-
		555555555	========	=======:
2	STAFF COSTS	2008	2007	
		£	£	
	Gross wages and salaries	-	-	
	Employers national insurance	-	-	
		=========		
	Average number of employees			
	Charitable Activities	-	-	
	Governance	-	-	
			-	

No employee received remuneration of more than £60,000 in either year.

No trustee received remuneration in either year.

No expenses incurred by any trustees have been met in either year.

# 3 POST BALANCE SHEET EVENT

On 1 March 2008 all activities and assets situated at or performed by Carymoor Environmentak Centre were trasferred back from Somerset Wildlife Trust to Carymoor Environmental Trust.