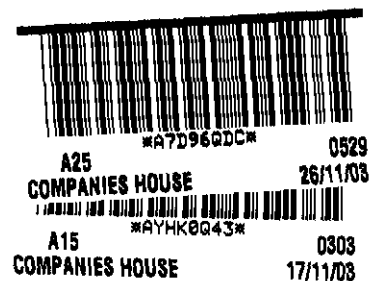


Charity Registration No. 1092012

Company Registration No. 04335730 (England and Wales)

**THE KENT BRANCH OF THE COUNCIL FOR THE PROTECTION OF  
RURAL ENGLAND**

**DIRECTORS' REPORT AND ACCOUNTS  
FOR THE PERIOD ENDED 31 MARCH 2003**



# THE KENT BRANCH OF THE COUNCIL FOR THE PROTECTION OF RURAL ENGLAND

## LEGAL AND ADMINISTRATIVE INFORMATION

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**Directors**

N Britten  
Dr A W Holmes  
R A Knox-Johnston  
Dr H Moorby  
J H Paine  
G W M Thomas  
Dr T G Thomas  
K A West  
J C Wilcock  
D P Wainman  
F K Johnson  
R H Godfrey-Faussett  
Dr F F Simpson

**Secretary**

S D Dunn

**Charity number**

1092012

**Company number**

04335730

**Principal address**

Coldharbour Farm  
Ashford  
Kent  
TN25 5DB

**Registered office**

Coldharbour Farm  
Ashford  
Kent  
TN25 5DB

**Auditors**

Larkings  
31 St. George's Place  
Canterbury  
Kent  
CT1 1XD

**Bankers**

Alliance & Leicester Plc  
62 Hagley Road  
Birmingham  
B16 8PE

**Investment advisors**

Newton Investment Management Ltd  
71 Queen Victoria Street  
London  
EC4V 4DR

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# **THE KENT BRANCH OF THE COUNCIL FOR THE PROTECTION OF RURAL ENGLAND**

## **LEGAL AND ADMINISTRATIVE INFORMATION**

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### **Investment Managers**

CCLA Investment Management Ltd  
ST Alphage House  
2 Fore Street  
London  
EC2Y 5AQ

# THE KENT BRANCH OF THE COUNCIL FOR THE PROTECTION OF RURAL ENGLAND

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Auditors' report	5
Statement of financial activities	6
Summary income and expenditure account	7
Balance sheet	8
Notes to the accounts	9 - 14

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# **THE KENT BRANCH OF THE COUNCIL FOR THE PROTECTION OF RURAL ENGLAND**

## **DIRECTORS' REPORT FOR THE PERIOD ENDED 31 MARCH 2003**

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The directors present their report and accounts for the period ended 31 March 2003.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's Memorandum and Articles of Association, applicable law and the requirements of the Statement of Recommended Practice, "Accounting and Reporting by Charities" issued in October 2000.

### **Constitution**

The company was incorporated on 6 December 2001 and became a registered charity on 14 May 2002. Activities within the company did not commence until 11 October 2002. The Kent Branch of the Council for the Protection of Rural England is a company limited by guarantee and is governed by a Memorandum and Articles of Association dated 6 December 2001. The company also operates under the name CPRE Kent.

### **Objectives**

The policies adopted in furtherance of these objects are to improve, protect and preserve, for the benefit of the public, the countryside and the towns and villages of Kent.

As from January 2003, the charity employed a full time "Director" who is assisted by a full time company secretary.

### **Review of activities**

During the course of the year CPRE Kent has campaigned against some of the most significant threats yet to Kent's environment.

The public consultation into the future of the aviation industry galvanised tremendous reaction, not least in relation to the proposals for an airport at Cliffe. CPRE Kent's campaign concentrated on picking apart the aviation industry's projections for the growth in passenger numbers, arguing that the provision of increased runway capacity on the scale planned is neither sustainable nor necessary - particularly not at Cliffe with its immense importance for wildlife.

Elsewhere, the Branch contributed to the successful campaign against some of the more damaging proposals within the Green Paper on reform of the planning system. CPRE fought to retain the right of the communities to have their say on major projects which threaten their local environment. This particular battle was won.

The year also saw the start of the ODPM's plans to address the shortfall in housing supply in the South East - plans which will have a massive impact on Kent, particularly in the Growth Areas of Ashford and the Thames Gateway. CPRE Kent gave evidence to the Select Committee on sustainable housing and communities, but our work here is far from done. We will continue to fight to ensure that the needless sprawl does not take over Kent's countryside.

'Enquiry by Design', an innovative new approach to public engagement in the planning process, has been promoted heavily by CPRE and we have been pleased to see the first four cases of Enquiry by Design adopted in Kent - at Cheesemans Green, Park Farm South and East and on the Templar Barracks in Ashford and at Aylesham village. The input of local people is an important factor in ensuring that our future developments contain the homes where people want to live, in the places they want to live, with the services and facilities they need close by.

On a lighter note, the year has seen a packed programme of social events including a visit to Bletchley Park, a cruise on MV Pocahontas, a visit to the Shepherd Neame Brewery, and walks at Monkton nature reserve and Leeds.

# THE KENT BRANCH OF THE COUNCIL FOR THE PROTECTION OF RURAL ENGLAND

## DIRECTORS' REPORT (CONTINUED) FOR THE PERIOD ENDED 31 MARCH 2003

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### Trustees

The trustees, who are also the directors for the purpose of company law, who served during the period were:

N Britten	(Appointed 21 June 2002)
Dr A W Holmes	(Appointed 6 December 2001)
R A Knox-Johnston	(Appointed 21 June 2002)
Dr H Moorby	(Appointed 6 December 2001)
J H Paine	(Appointed 21 June 2002)
G W M Thomas	(Appointed 21 June 2002)
Dr T G Thomas	(Appointed 21 June 2002)
K A West	(Appointed 21 June 2002)
J C Wilcock	(Appointed 21 June 2002)
D P Wainman	(Appointed 11 October 2002)
F K Johnson	(Appointed 11 October 2002)
R H Godfrey-Faussett	(Appointed 21 June 2002)
Dr F F Simpson	(Appointed 11 October 2002)
R D Humphrey	(Appointed 21 June 2002 and resigned 11 October 2002)
J P Merricks	(Appointed 21 June 2002 and resigned 11 October 2002)
W A A Wells	(Appointed 21 June 2002 and resigned 11 October 2002)
S Moorhead	(Appointed 21 June 2002 and resigned 11 October 2002)

None of the directors has any beneficial interest in the company. All of the directors are members of the company and guarantee to contribute £1 in the event of a winding up.

### Review of financial activities

During the period the charitable company took over the activities, assets and liabilities of CPRE (Kent), an unincorporated charity number 286183. Details of the assets and liabilities taken over can be found in the notes to these accounts. These accounts include income and expenses for the period from November 2002 to 31st March 2003.

In the year to March 2004, investments with an approximate value of £1.05M will be transferred to the company from the unincorporated charity. The majority of this investment portfolio is derived from the estate of the late Arthur Ivor Read, the charitable company would also receive, it is estimated, a further £1.8M from the estate of Arthur Ivor Read deceased. This amount has not been included as the timing and final amount to be received is unknown, as the balance of the estate is represented by a substantial property portfolio, which must be sold before the charity receives the proceeds. The charity's trustees (who are the same as the unincorporated charity's trustees) agreed to create an expendable endowment, and all the proceeds from the estate of the late Arthur Ivor Read pass to the endowment, and that all income from this fund will be transferred to unrestricted reserves to be used by the charity during the year.

# THE KENT BRANCH OF THE COUNCIL FOR THE PROTECTION OF RURAL ENGLAND

## DIRECTORS' REPORT (CONTINUED) FOR THE PERIOD ENDED 31 MARCH 2003

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### Reserves policy

The majority of the charitable company's reserves are held in an expendable endowment created by the charity's trustees from the legacy received from the estate of Arthur Ivor Read deceased. In the year to 31 March 2004 the expendable endowment will increase substantially in respect of investments transferred from the unincorporated charity. At the time approving these accounts and those of the unincorporated charity, the trustees were not aware of what income distributions had been made as part of a £300,000 distribution from the Estate of Arthur Ivor Read. A transfer will need to be made once the figure is known between the expendable endowment and the unrestricted reserves. In addition to using the income from the expendable endowment, the trustees have approved that up to £50,000 per annum from capital may be transferred to unrestricted reserves for use by the charity, and that this transfer will commence with effect from 1 April 2001.

It is the intention of the trustees, once the full legacy from Arthur Ivor Read deceased has been received, that the reserves of the charity are reviewed.

### Risk factors

The trustees have examined the major strategic, business and occupational risks which the charity faces and confirm that systems have been established to ensure that the steps may be taken to lessen these risks.

### Related parties

During the year the company took over the activities and the assets of CPRE Kent, an unincorporated charity (Registered No. 286183). Further details of this can be found in the notes to the accounts.

### Auditors

In accordance with section 385 of the Companies Act 1985, a resolution proposing that Larkings be reappointed as auditors of the company will be put to the Annual General Meeting.

This report has been prepared in accordance with the Statement of Recommended Practice- Accounting and Reporting by Charities and in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

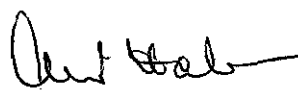
On behalf of the board of directors



**Dr H Moorby**

Director

Dated: 3 October 2003



# THE KENT BRANCH OF THE COUNCIL FOR THE PROTECTION OF RURAL ENGLAND

## STATEMENT OF DIRECTORS' RESPONSIBILITIES

---

Company law requires the directors to prepare accounts for each financial year which give a true and fair view of the charitable company's state of affairs at the end of the year and of its income and expenditure for that period.

In preparing those accounts, the directors are required to:

- *select suitable accounting policies and then apply them consistently;*
- make judgements and estimates that are reasonable and prudent;
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors 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 accounts comply with the Companies Act 1985. they are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.



# **THE KENT BRANCH OF THE COUNCIL FOR THE PROTECTION OF RURAL ENGLAND**

## **INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE KENT BRANCH OF THE COUNCIL FOR THE PROTECTION OF RURAL ENGLAND**

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We have audited the accounts of The Kent Branch of the Council for the Protection of Rural England for the period ended 31 March 2003 set out on pages 6 to 14. These accounts have been prepared under the historical cost convention and the accounting policies set out on page 9.

This report is made solely to the company's members, as a body, in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

### **Respective responsibilities of directors and auditors**

As described on page 4, the directors, who also act as trustees for the charitable activities of The Kent Branch of the Council for the Protection of Rural England, are responsible for the preparation of accounts in accordance with applicable law and United Kingdom Accounting Standards. Our responsibility is to audit the accounts in accordance with relevant legal and regulatory requirements and United Kingdom Auditing Standards.

We report to you our opinion as to whether the accounts give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you if, in our opinion, the Directors' Report is not consistent with the accounts, if 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 charitable company is not disclosed.

We are not required to consider whether the statement in the Directors' 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 other information contained in the Directors' Report, and consider whether it is consistent with the audited accounts. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the accounts. Our responsibilities do not extend to any other information.

### **Basis of opinion**

We conducted our audit in accordance with United Kingdom Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the accounts. It also includes an assessment of the significant estimates and judgements made by the directors in the preparation of the accounts, 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 as to whether the accounts 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 accounts.

### **Opinion**

In our opinion the accounts give a true and fair view of the charitable company's state of affairs as at 31 March 2003 and of its incoming resources and application of resources, including its income and expenditure, in the period then ended and have been properly prepared in accordance with the Companies Act 1985.

  
**Larkings**

Chartered Accountants and Registered Auditors  
Canterbury  
Kent

Date: 13 October 2003

# THE KENT BRANCH OF THE COUNCIL FOR THE PROTECTION OF RURAL ENGLAND

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE PERIOD ENDED 31 MARCH 2003

	Notes	Unrestricted funds £	Endowment funds £	Total 2003 £
<b><u>Incoming resources</u></b>				
Donations and legacies	2	331	-	331
Activities in furtherance of the charity's activities	3	7,440	-	7,440
Activities for generating funds	4	4,026	-	4,026
Investment income	5	3,859	-	3,859
<b>Total incoming resources</b>		<b>15,656</b>	<b>-</b>	<b>15,656</b>
<b><u>Resources expended</u></b>				
<b>Costs of generating funds</b>				
Fundraising and publicity costs		4,405	-	4,405
		4,405	-	4,405
<b>Net incoming resources available</b>		<b>11,251</b>	<b>-</b>	<b>11,251</b>
<b>Charitable expenditure</b>				
		15,965	-	15,965
Support costs		8,338	-	8,338
Management and administration		3,792	-	3,792
<b>Total charitable expenditure</b>		<b>28,095</b>	<b>-</b>	<b>28,095</b>
<b>Total resources expended</b>	7	<b>32,500</b>	<b>-</b>	<b>32,500</b>
<b>Net outgoing resources</b>		<b>(16,844)</b>	<b>-</b>	<b>(16,844)</b>
Revaluation of tangible fixed assets		26,867	329,173	356,040
<b>Net movement in funds</b>		<b>10,023</b>	<b>329,173</b>	<b>339,196</b>
Fund balances at 6 December 2001		-	-	-
<b>Fund balances at 31 March 2003</b>		<b>10,023</b>	<b>329,173</b>	<b>339,196</b>

# THE KENT BRANCH OF THE COUNCIL FOR THE PROTECTION OF RURAL ENGLAND

## SUMMARY INCOME AND EXPENDITURE ACCOUNT FOR THE PERIOD ENDED 31 MARCH 2003

---

	Period ended 31 March 2003 £
Total income	15,656
Total expenditure from income funds	32,500
<b>Net expenditure for the period</b>	<b>(16,844)</b>

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The summary income and expenditure account is derived from the statement of financial activities on page 6 which, together with the notes on pages 9 to 14, provides full information on the movements during the period on all funds of the charity.

## STATEMENT OF RECOGNISED GAINS AND LOSSES

<b>Net expenditure for the period</b>	<b>(16,844)</b>
Revaluation of tangible fixed assets held by income funds	26,867
Net movement on endowment funds	329,173
	<b>339,196</b>

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# THE KENT BRANCH OF THE COUNCIL FOR THE PROTECTION OF RURAL ENGLAND

## BALANCE SHEET AS AT 31 MARCH 2003

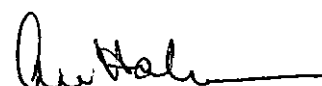
	Notes	2003 £	£
<b>Fixed assets</b>			
Tangible assets	11		1,596
<b>Current assets</b>			
Debtors	12	10,592	
Cash at bank and in hand		331,072	
		<u>341,664</u>	
<b>Creditors: amounts falling due within one year</b>	13	<u>(4,064)</u>	
<b>Net current assets</b>			<u>337,600</u>
<b>Total assets less current liabilities</b>			<u><u>339,196</u></u>
<b>Capital funds</b>			
Endowment funds	15		329,173
<b>Income funds</b>			
Unrestricted funds			<u>10,023</u>
			<u><u>339,196</u></u>

The accounts were approved by the Board on 3 October 2003



Dr H Moorby

Director



Dr A W  
Holmes  
Director

# THE KENT BRANCH OF THE COUNCIL FOR THE PROTECTION OF RURAL ENGLAND

## NOTES TO THE ACCOUNTS FOR THE PERIOD ENDED 31 MARCH 2003

---

### 1 Accounting policies

#### 1.1 Basis of preparation

The accounts are prepared under the historical cost convention.

The accounts have been prepared in accordance with the Statement of Recommended Practice, "Accounting and Reporting by Charities" issued in October 2000, the Financial Reporting Standard for Smaller Entities (effective June 2002) and the Companies Act 1985.

#### 1.2 Incoming resources

Donations, legacies and other forms of voluntary income are recognised as incoming resources when receivable, except insofar as they are incapable of financial measurement.

Subscriptions relates to the amounts received from the CPRE National Office. These are included on a cash basis as members pay at different rates and cover a year from the date the member pays the subscription. The charity's trustees opinion is that the cost of calculating any accrual or deferred income outweighs any benefit.

#### 1.3 Resources expended

Resources are recognised in the period in which they are incurred. Resources expended include attributable VAT which cannot be recovered. Resources expended are allocated to the particular activity where the cost relates directly to that activity. However, the cost of overall direction and administration on each activity, comprising the salary and overhead costs of the central function, is apportioned on the following basis which are an estimate, based on staff time, of the amount attributable to each activity.

Campaign Costs	44%
Support Costs	44%
Management and administration	12%

#### 1.4 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Fixtures, fittings & equipment	25%/20% on Cost
--------------------------------	-----------------

#### 1.5 Pensions

The pension costs charged in the accounts represent the contributions payable by the charity to an employee's personal pension scheme during the period in accordance with the Financial Reporting Standard for Smaller Entities. The scheme is a defined contributions scheme.

### 2 Donations and legacies

	2003 £
Donations and gifts	331

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# THE KENT BRANCH OF THE COUNCIL FOR THE PROTECTION OF RURAL ENGLAND

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE PERIOD ENDED 31 MARCH 2003

### 3 Activities in furtherance of the charity's activities

	2003 £
Subscriptions	6,441
KHBC	148
Functions	261
Sundry sales	590
	<u>7,440</u>

### 4 Activities for generating funds

	2003 £
300 Club Subscriptions	1,788
Branch Appeal	2,238
	<u>4,026</u>

### 5 Investment income

	2003 £
Income from listed investments	6,864
Interest receivable	(3,005)
	<u>3,859</u>

### 6 Operating surplus

	2003 £
Operating surplus is stated after charging:	
Depreciation of tangible assets	205
Auditors' remuneration	750
	<u></u>

# THE KENT BRANCH OF THE COUNCIL FOR THE PROTECTION OF RURAL ENGLAND

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE PERIOD ENDED 31 MARCH 2003

### 7 Total resources expended

	Staff costs £	Depreciation £	Other costs £	Total 2003 £
Costs of generating funds:				
Publicity and fundraising	3,268	-	1,137	4,405
Charitable expenditure:				
Campaign costs	5,702	90	10,173	15,965
Support costs	5,734	90	2,514	8,338
Management and administration	1,634	25	2,133	3,792
	13,070	205	14,820	28,095
	16,338	205	15,957	32,500

### 8 Directors

None of the directors (or any persons connected with them) received any remuneration during the period, but 3 of them were reimbursed a total of £810 travelling expenses.

### 9 Employees

#### Number of employees

The average monthly number of employees during the period, calculation on the basis of full time equivalents, was:

	2003 Number
Campaign work\support\administration	1
Employment costs	2003 £
Wages and salaries	14,671
Social security costs	1,370
Other pension costs	297
	16,338

There were no employees whose annual emoluments were £50,000 or more.

# THE KENT BRANCH OF THE COUNCIL FOR THE PROTECTION OF RURAL ENGLAND

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE PERIOD ENDED 31 MARCH 2003

### 10 Taxation

The charitable company is exempt from Corporation Tax on its charitable activities.

### 11 Tangible fixed assets

	Fixtures, fittings & equipment £
<b>Cost</b>	
At 6 December 2001	-
Additions	1,801
<b>At 31 March 2003</b>	<b>1,801</b>
<b>Depreciation</b>	
At 6 December 2001	-
Charge for the period	205
<b>At 31 March 2003</b>	<b>205</b>
<b>Net book value</b>	
<b>At 31 March 2003</b>	<b>1,596</b>

### 12 Debtors

	2003 £
Trade debtors	5,188
Other debtors	4,890
Prepayments and accrued income	514
	<b>10,592</b>

### 13 Creditors: amounts falling due within one year

	2003 £
Trade creditors	361
Accruals	3,703
	<b>4,064</b>



# THE KENT BRANCH OF THE COUNCIL FOR THE PROTECTION OF RURAL ENGLAND

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE PERIOD ENDED 31 MARCH 2003

### 14 Transfer of activities and assets from CPRE Kent

At the annual general meeting on 11 October 2002 of CPRE Kent (an unincorporated charity, Charity Number 286183) it was agreed that the assets and activities of CPRE Kent would be transferred to this company. During the year the following assets and liabilities were transferred:

	£
Tangible fixed assets	1,751
Debtors	310,205
Cash at bank	46,582
Creditors	(2,498)
	<u>356,040</u>

Shortly after the year end the charity transferred to the incorporated charity investments with a market value of £1,002,614 (as at 31 March 2003).

The charity is entitled to receive a further approximately £1.8m under a legacy from the estate of Arthur Ivor Read (Dec'd). This amount is the probate value and the right to receive this amount has been transferred to the charity from the original Charity number 286183.

### 15 Endowment fund

	Movement in funds			Balance at
	Incoming resources	Resources expended	Transfers	31 March 2003
	£	£	£	£
<b>Expendable endowment</b>				
Arthur Ivor Read Legacy	-	-	329,173	329,173
	<u>-</u>	<u>-</u>	<u>329,173</u>	<u>329,173</u>
	-	-	329,173	329,173
	<u>-</u>	<u>-</u>	<u>329,173</u>	<u>329,173</u>

The expendable endowment was created by the Trustees and represents the amounts transferred from the unincorporated charity, having originally been received from the Estate of Arthur Ivor Read (Dec'd). The Trustees intend to transfer the investment income plus a sum of £50,000 (as from 1 April 2003) of the capital to unrestricted funds every year.

At the time of approving these accounts and those of the unincorporated charity, the trustees were not aware of what income distributions had been made as part of a £300,000 distribution from the Estate of Arthur Ivor Read. A transfer will need to be made once the figure is known between the expendable endowment and the unrestricted reserves.

A total of a further £1,002,614 (at Market Value 31 March 2003) of investments was transferred from the unincorporated charity to the charity after the 31 March 2003.

# THE KENT BRANCH OF THE COUNCIL FOR THE PROTECTION OF RURAL ENGLAND

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE PERIOD ENDED 31 MARCH 2003

### 16 Analysis of net assets between funds

	Unrestricted funds £	Endowment funds £	Total £
Fund balances at 31 March 2003 are represented by:			
Tangible fixed assets	1,596	-	1,596
Current assets	12,491	329,173	341,664
Creditors: amounts falling due within one year	(4,064)	-	(4,064)
	<u>10,023</u>	<u>329,173</u>	<u>339,196</u>

### 17 Contingent liabilities

A claim has been made against CPRE Kent and a director which is being contested and it is currently being handled by solicitors Vizards Wyeth. The company has an insurance policy which if the company fail in their defence will pay the cost as necessary subject to 10% or a minimum of £500 being paid by the company.