

**REGISTERED NUMBER: 08336236 (England and Wales)**

**UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2018  
FOR  
CHILTERN RANGERS CIC**

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COMPANIES HOUSE

**CHILTERN RANGERS CIC**

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FOR THE YEAR ENDED 31 MARCH 2018**

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**CHILTERN RANGERS CIC**

**COMPANY INFORMATION  
FOR THE YEAR ENDED 31 MARCH 2018**

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**DIRECTORS:**

Mr J Shaw  
Mr A L Speight  
Ms S J Greenwood

**REGISTERED OFFICE:**

Kingsmead Depot  
60 Fennels Road  
High Wycombe  
Buckinghamshire  
HP11 1SL

**REGISTERED NUMBER:**

08336236 (England and Wales)

**ACCOUNTANTS:**

Seymour Taylor Audit Limited  
57 London Road  
High Wycombe  
Buckinghamshire  
HP11 1BS

**ACCOUNTANTS' REPORT TO THE BOARD OF DIRECTORS  
ON THE UNAUDITED FINANCIAL STATEMENTS OF  
CHILTERN RANGERS CIC**

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**The following reproduces the text of the report prepared for the directors in respect of the company's annual unaudited financial statements. In accordance with the Companies Act 2006, the company is only required to file a Statement of Financial Position. Readers are cautioned that the Statement of Comprehensive Income and certain other primary statements and the Report of the Directors are not required to be filed with the Registrar of Companies.**

In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the financial statements of Chiltern Rangers CIC for the year ended 31 March 2018 which comprise the Income Statement, Statement of Financial Position, Statement of Changes in Equity and the related notes from the company's accounting records and from information and explanations you have given us.

As a practising member firm of the Institute of Chartered Accountants in England and Wales (ICAEW), we are subject to its ethical and other professional requirements which are detailed within the ICAEW's regulations and guidance at <http://www.icaew.com/en/membership/regulations-standards-and-guidance>.

This report is made solely to the Board of Directors of Chiltern Rangers CIC, as a body, in accordance with our terms of engagement. Our work has been undertaken solely to prepare for your approval the financial statements of Chiltern Rangers CIC and state those matters that we have agreed to state to the Board of Directors of Chiltern Rangers CIC, as a body, in this report in accordance with ICAEW Technical Release 07/16AAF. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Chiltern Rangers CIC and its Board of Directors, as a body, for our work or for this report.

It is your duty to ensure that Chiltern Rangers CIC has kept adequate accounting records and to prepare statutory financial statements that give a true and fair view of the assets, liabilities, financial position and profit of Chiltern Rangers CIC. You consider that Chiltern Rangers CIC is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit or a review of the financial statements of Chiltern Rangers CIC. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory financial statements.

*Seymour Taylor Audit Limited*

Seymour Taylor Audit Limited  
57 London Road  
High Wycombe  
Buckinghamshire  
HP11 1BS

3 December 2018

This page does not form part of the statutory financial statements

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**STATEMENT OF FINANCIAL POSITION**  
**31 MARCH 2018**

	Notes	31.3.18 £	£	31.3.17 £	£
<b>FIXED ASSETS</b>					
Tangible assets	4		29,525		39,550
<b>CURRENT ASSETS</b>					
Debtors	5	131,120		126,595	
Cash at bank and in hand		189,529		174,646	
		<u>320,649</u>		<u>301,241</u>	
<b>CREDITORS</b>					
Amounts falling due within one year	6	<u>89,341</u>		<u>119,695</u>	
<b>NET CURRENT ASSETS</b>			<u>231,308</u>		<u>181,546</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<u>260,833</u>		<u>221,096</u>
<b>RESERVES</b>					
Pro Bono reserve	8		4,000		2,700
Strategic reserve	8		156,833		118,396
General reserve	8		100,000		100,000
			<u>260,833</u>		<u>221,096</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2018.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2018 in accordance with Section 476 of the Companies Act 2006.

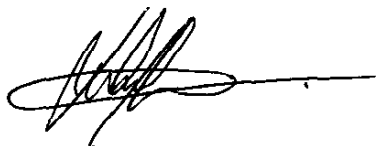
The directors acknowledge their responsibilities for:

- ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The financial statements have been prepared and delivered in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies.

In accordance with Section 444 of the Companies Act 2006, the Income Statement has not been delivered.

The financial statements were approved by the Board of Directors on 3 December 2018 and were signed on its behalf by:



Mr J Shaw - Director

The notes on pages 4 to 7 form part of these financial statements

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2018**

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**1. STATUTORY INFORMATION**

Chiltern Rangers CIC is a private company limited by guarantee and incorporated in England and Wales. The address of the company's registered office is Kingsmead Depot, 60 Fennels Road, High Wycombe, Buckinghamshire, HP11 1SL. The registered number is 08336236.

The principal activity of the company is that of the management of woodland and nature reserves.

The presentation currency of these financial statements is Sterling (£), being the currency of the primary economic market in which the entity operates (its functional currency). All amounts in these financial statements have been rounded to the nearest pound unless stated otherwise.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

**2. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

*These financial statements have been prepared in accordance with the provisions of Section 1A "Small Entities" of Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.*

**Turnover**

Turnover is measured at the fair value of consideration received or receivable for goods and services provided, net of trade discounts, rebates and value added tax.

**Government grants**

The company receives government grants in respect of maintaining local areas of woodland.

These grants are recognised at the fair value of the asset received or receivable when there is a reasonable assurance that the company will comply with conditions attaching them to them and the grants will be received using the accrual model.

**Donations**

Income from donations is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.

**Tangible fixed assets**

Tangible fixed assets are stated at cost less accumulated depreciation and accumulated impairment losses.

The company assesses at each reporting date whether tangible fixed assets are impaired.

Depreciation is provided at the following annual rates in order to write off the cost less estimated residual value of each asset over its estimate useful life:

Plant and machinery	- reducing balance - 25%
Fixtures and fittings	- reducing balance - 25%
Motor vehicles	- reducing balance - 25%
Computer equipment	- straight line - 33%

Depreciation methods, useful lives and residual values are reviewed if there is an indication of a significant change since the last annual reporting date in the pattern by which the company expects to consume an asset's future economic benefits.

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2018**

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**2. ACCOUNTING POLICIES - continued**

**Taxation**

The Community Investment Company is exempt from corporation tax on its activities.

**Hire purchase and leasing commitments**

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits on a straight line basis over the period of the lease.

**Pension costs and other post-retirement benefits**

The company operates a defined contribution pension scheme for the benefit of its employees. Contributions payable to the company's pension scheme are charged to profit or loss in the period to which they relate.

**Financial instruments**

The company has applied the provisions of Section 11 "Basic Financial Instruments" and Section 12 "Other Financial Instrument Issues" of FRS 102 to its financial statements.

Financial instruments are classified and accounted for, according to the substance of the contractual arrangement, as either financial assets, financial liabilities or equity instruments. An equity instrument is any contract that evidences a residual interest in the assets of the company after deducting all of its liabilities.

Where the contractual obligations of financial instruments (including share capital) are equivalent to a similar debt instrument, those financial instruments are classed as financial liabilities. Financial liabilities are presented as such in the balance sheet. Finance costs and gains or losses relating to financial liabilities are included in the profit and loss account. Finance costs are calculated so as to produce a constant rate of return on the outstanding liability.

Where the contractual terms of share capital do not have any terms meeting the definition of a financial liability then this is classed as an equity instrument. Dividends and distributions relating to equity instruments are debited direct to equity.

**3. EMPLOYEES AND DIRECTORS**

The average number of employees during the year was 7 (2017 - 8).

**CHILTERN RANGERS CIC**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2018**

**4. TANGIBLE FIXED ASSETS**

	Plant and machinery £	Fixtures and fittings £	Motor vehicles £	Computer equipment £	Totals £
<b>COST</b>					
At 1 April 2017	37,561	4,318	31,002	2,559	75,440
Disposals	-	-	-	(150)	(150)
At 31 March 2018	37,561	4,318	31,002	2,409	75,290
<b>DEPRECIATION</b>					
At 1 April 2017	18,482	2,735	12,487	2,186	35,890
Charge for year	4,770	396	4,629	230	10,025
Eliminated on disposal	-	-	-	(150)	(150)
At 31 March 2018	23,252	3,131	17,116	2,266	45,765
<b>NET BOOK VALUE</b>					
At 31 March 2018	14,309	1,187	13,886	143	29,525
At 31 March 2017	19,079	1,583	18,515	373	39,550

**5. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.3.18 £	31.3.17 £
Trade debtors	72,747	123,161
Other debtors	55,280	250
Prepayments and accrued income	3,093	3,184
	<u>131,120</u>	<u>126,595</u>

**6. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.3.18 £	31.3.17 £
Trade creditors	13,106	18,659
Social security and other taxes	2,598	3,129
VAT	10,693	22,216
Other creditors	2,273	2,031
Directors' current accounts	-	1,167
Accruals and deferred income	60,671	72,493
	<u>89,341</u>	<u>119,695</u>

**7. LEASING AGREEMENTS**

Total financial commitments, guarantees and contingencies not included in the balance sheet amount to £3,283 (2017 - £11,162) in respect of operating lease commitments for motor vehicles.



**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2018**

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**8. RESERVES**

Pro Bono reserve - a reserve specifically designated toward the provision of pro-bono work within the local community.

Strategic reserve - a reserve designed to support our efforts to create a viable and sustainable social enterprise responsive to economic conditions.

General reserve - This is used for the general day to day running of Chiltern Rangers CIC.

**9. PENSION COMMITMENTS**

The company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension costs charge in the profit and loss account represents contributions payable by the company to the fund in the year and amounts to £13,362 (2017 - £10,303). At 31 March 2018, the pension contributions owing to the scheme amounted to £1,692 (2017 - £1,180).

**10. RELATED PARTY DISCLOSURES**

In expenses for the year ended 31 March 2018 an amount of £8,554 (2017 - £11,505) relating to consultancy services supplied by Sara Greenwood who is a director of Chiltern Rangers CIC.

As at 31 March 2018 there was a balance owed by the company to Sara Greenwood in respect of these transactions of £Nil (2017 - £1,167).

**11. LIMITED BY GUARANTEE**

In the event of winding up, the liability of each member is limited to £1 by guarantee.

LU00026/15

# CIC 34

## Community Interest Company Report

**For official use**  
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*Please  
complete in  
typescript, or  
in bold black  
capitals.*

**Company Name in  
full**

CHILTERN RANGERS CIC

**Company Number**

8336236

**Year Ending**

31<sup>ST</sup> MARCH 2018

This template illustrates what the Regulator of Community Interest Companies considers to be best practice for completing a simplified community interest company report. All such reports must be delivered in accordance with section 34 of the Companies (Audit, Investigations and Community Enterprise) Act 2004 and contain the information required by Part 7 of the Community Interest Company Regulations 2005. For further guidance see chapter 8 of the Regulator's guidance notes and the alternate example provided for a more complex company with more detailed notes.

**(N.B. A Filing Fee of £15 is payable on this document. Please enclose a cheque or postal order payable to Companies House)**

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## **PART 1 - GENERAL DESCRIPTION OF THE COMPANY'S ACTIVITIES AND IMPACT**

In the space provided below, please insert a general account of the company's activities in the financial year to which the report relates, including a description of how they have benefited the community.

Our founding mission statement is: "Enhancing Chilterns habitats through conservation, education and community engagement". This is our fourth full financial year, during which we have built upon the success and activities of previous years and developed the business in a number of ways:

- With our core contract from Wycombe District Council ending in March 2018, significant effort was put in to securing our business to be in the best position possible to continue this contract. In August 2017, the work carried out had substantially enhanced our case for support in readiness for re-contracting. However, for various reasons, Wycombe District Council did not wish to proceed with a re-contracting process and instead invited us to apply for a one year service delivery grant, running until March 2019. The next grant is anticipated to cover a 3 year term.
- External funding from DCMS enabled us to secure external consultancy support to clarify our position, build a case for support, assess our potential for re-contracting, consider areas for improvement and look at opportunities of interest in the next 3-5 years.
- The Impact Management project, successfully applied to in March 2017 was implemented during this financial year. This project ran from July 2017-April 2018 and has helped us develop our Theory of Change and to better understand, measure and report the impact of our work. Significant improvements have been made to our CRM database and its interfacing with our financial system as a result, so we are more efficient at capturing and more effective at reporting impact data and managing projects in a practical and financial way. This is still being worked up – there are always teething problems with IT, so we can report next year in detail and with good confidence on our environmental outputs and social impact too.
- Internal systems were much improved during this year, notably Health and Safety and Operations. User manuals have been produced for each of these, and regular reviews are scheduled into the timetable.
- We received the Queens Award for Voluntary Service, in recognition of our work with volunteers. This year 4,319 volunteers gave 13,852 hours of their time to help our work. Our new & improved system will help record much more detail about our volunteers and their impact.
- Forest Ranger Schools project engaged 1,135 school children who enjoyed approx. 10,000 hours of outdoor education. 25 school staff were trained and supported in delivering FRS work. We made our inaugural Volunteer of the Year, Work Experience (U18) and Work Placement (>18) of the year awards, plus seasonal volunteering awards too.
- We were nominated as finalists in the 2017 Social Enterprise-UK Awards for Best Environmental Social Enterprise.
- Relocation: With an awareness of the longer term plans our landlords (WDC) have for our site, the Directors embarked on a search for alternative premises. Through visiting other sites, namely Hill Holt Wood in Lincolnshire and the Leicester and Rutland Wildlife Trust's Volunteer Centre, we were able to prioritise what would be needed for a new headquarters. Funding was obtained through the 'Making Local Woods Work' project to commission initial architectural drawings, which have been an invaluable tool to demonstrate our requirements to planners and other stakeholders. An early development was put forward by WDC for a new base at Bassetsbury Allotments, this has subsequently been rejected by the Directors, as being of insufficient size. However, should this development go forward, we will have a small community 'education room' facility on this site.
- Pro-bono support: During the year we provided free sessions for a range of charities and voluntary groups including for National Citizen Service, Wycombe Mind, Young Carers, The Duke of Edinburgh Award Scheme, Castlefield School, Holmer Green Senior School and Holmer Green Junior School. In addition we gave a free guided bat walk to Keep Hill and Warren Wood Residents' Associations. Practical assistance was provided to Prestwood Nature and The Friends of Coleshill Common. We gave talks to various groups including Inner Wheel Marlow, Women's Evening Fellowship, Warren Wood Residents Association and Ballinger Horticultural Society. We provided free tool hire to Wycombe Wildlife Group and Marsh and Micklefield Big Local. The total value of

**PART 2 – CONSULTATION WITH STAKEHOLDERS** – Please indicate who the company's stakeholders are; how the stakeholders have been consulted and what action, if any, has the company taken in response to feedback from its consultations? If there has been no consultation, this should be made clear.

- We continued to strengthen our relationship with a wide range of stakeholders. Examples are: Local Authorities in High Wycombe, Chiltern District, South Bucks, Bucks County Council, Parish Councils, community groups and local, national and international businesses.  
We continue to enjoy good relationships with local councillors and MPs who witness the benefits that our services bring to their communities and the green spaces within the wards in which they serve. We receive regular feedback from all the above, both verbally and in writing.
- We continue to meet 5 times/year with Wycombe District Council in respect of our woodland management contract. In turn, WDC liaise with the wider community.
- We continued to engage in positive relationships and some partnerships with a range of educational establishments. Examples include: Buckinghamshire University Technical College, and local secondary and primary schools.
- We continue to develop and strengthen positive relationships with local "Friends of" nature conservation groups and a range of youth groups. Friends of Micklefield Woods & Marsh group, continues to meet and carry out conservation work regularly.
- The activities on Young Roots project enabled us to engage with a wide range of local stakeholders and to further develop relationships with several of these, e.g. Red Kite Housing, Thames Valley Housing, High Wycombe Fire Station, Thames Valley Police, National Citizen Service, Wycombe Youth Action. Building on Young Roots, we have recruited our first Youth Ambassador Romilly (14) who along with many other stakeholders was consulted on the initial design & scoping work for our new headquarters.
- We continued and strengthened our liaison with conservation organisations, primarily Chilterns Conservation Board, with whom we worked up some large landscape scale projects, with CCB being the primary applicant to the Heritage Lottery Fund for a Hillforts project and a Landscape Partnership Scheme. We continued to work closely with the Woodland Trust, Field Studies Council (Amersham) and Butterfly Conservation Upper Thames Branch.
- We work closely with Marsh & Micklefield Big Local. This local stakeholder group engage with us on a number of projects. We have begun scoping a Community Ranger project which should launch later in 2018 to extend this community conservation and engagement work in one of the most deprived wards in the country.
- We continue to engage regularly with stakeholders including volunteers, charities community organisations, residents associations, chambers of commerce, rotary clubs, schools and many others through our social media and website platforms as well as in person on site.
- We have begun consulting with our customers and stakeholders in relation to GDPR due in to force in May 2018. We are doing everything possible to ensure compliance in a timely fashion. This has taken a considerable effort for an organisation of our size.

*(If applicable, please just state "A social audit report covering these points is attached").*

**PART 3 – DIRECTORS’ REMUNERATION** – if you have provided full details in your accounts you need not reproduce it here. Please clearly identify the information within the accounts and confirm that, “There were no other transactions or arrangements in connection with the remuneration of directors, or compensation for director’s loss of office, which require to be disclosed” (See example with full notes). If no remuneration was received you must state that “no remuneration was received” below.

“There were no other transactions or arrangements in connection with the remuneration of directors, or compensation for director’s loss of office, which require to be disclosed”

**PART 4 – TRANSFERS OF ASSETS OTHER THAN FOR FULL CONSIDERATION** – Please insert full details of any transfers of assets other than for full consideration e.g. Donations to outside bodies. If this does not apply you must state that “no transfer of assets other than for full consideration has been made” below.

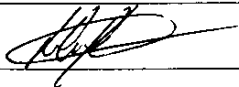
No other transfer of assets other than for full consideration has been made.

*(Please continue on separate continuation sheet if necessary.)*

## PART 5 – SIGNATORY

The original report must be signed by a director or secretary of the company

Signed



Date

10/12/18

Office held (delete as appropriate) Director/Secretary

You do not have to give any contact information in the box opposite but if you do, it will help the Registrar of Companies to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record.

JOHN SHAW MANAGING DIRECTOR CR CIC	
KINGSMEAD DEPOT, 60 PENNALS LANE	
HIGH WYCOMBE Bucks HP11 1SL	
Tel 01494 474486	
DX Number	DX Exchange

When you have completed and signed the form, please attach it to the accounts and send both forms by post to the Registrar of Companies at:

*For companies registered in England and Wales:* Companies House, Crown Way, Cardiff, CF14 3UZ  
DX 33050 Cardiff

*For companies registered in Scotland:* Companies House, 4<sup>th</sup> Floor, Edinburgh Quay 2, 139  
Fountainbridge, Edinburgh, EH3 9FF DX 235 Edinburgh or LP – 4 Edinburgh 2

*For companies registered in Northern Ireland:* Companies House, 2nd Floor, The Linenhall, 32-38  
Linenhall Street, Belfast, BT2 8BG

The accounts and CIC34 cannot be filed online

(N.B. Please enclose a cheque for £15 payable to Companies House)