

Kemerton Conservation Trust
Governors' Report and Unaudited Financial Statements
for the year ended 31 March 2013

Charity number: 702488 (England and Wales)

Company number: 02453076 (England & Wales)
(Limited by guarantee)

Kemerton Conservation Trust

Contents

	Page
Legal and administrative information	1
Governors' report	2 - 6
Independent examiners' report	7
Statement of financial activities	8
Balance sheet	9 - 10
Notes to the financial statements	11 - 16

Kemerton Conservation Trust

Legal and administrative information

Governors	A M G Darby C M Connor M G Darby P S Doble C F Nicholson Dr M A Palmer R H Workman Lord Howick
Secretary	J Cunningham
Company number	02453076 (England & Wales)
Charity number	702488
Registered office	Kemerton Court Kemerton Tewkesbury Glos GL20 7HY
Independent examiners	Randall and Payne LLP 18 Miller Court Severn Drive Tewkesbury Glos GL20 8DN
Bankers	National Westminster Bank plc 71 Barton Street Tewkesbury Glos GL20 5RH
Solicitors	Thomson and Bancks 27 Church Street Tewkesbury Glos GL20 5RH

Kemerton Conservation Trust

Governors' report for the year ended 31 March 2013

The governors present their report and financial statements for the year ended 31 March 2013.

Reference and Administrative Information

Reference and administrative information is as set out on page 1.

Objectives and Activities

The company was founded by A M G Darby OBE for the charitable objective of the conservation of fauna and flora and of places of natural and cultivated beauty for the public benefit in Herefordshire, Worcestershire, Gloucestershire and adjoining counties.

Public Benefit

It seeks to realize this public benefit through all the activities listed below. It provides access to nature reserves and woodland, informal education, research into biodiversity conservation, surveys of plants and animals, management of sites to promote their biodiversity and opportunities for volunteers to participate in these activities. It sometimes promotes its charitable object by making submissions to national and local government.

Structure, Governance and Management

The charity was incorporated on 15 December 1989, registered as a charity on 24 January 1990 and is governed by its memorandum and articles of association. The charity is constituted as a company which is limited by guarantee, the liability of each member on winding up being limited to £1.

The company's name was changed from Kemerton Trustees Limited on 25 June 1999.

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as members of the management committee. They are referred to throughout this report as the Governors. Trustees are elected at General Meetings for an indefinite period and are not required to retire. Trustees may co-opt new trustees and provide details at the following meeting.

Statement of governors' responsibilities

Company and charity law requires the governors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period. In preparing those financial statements, the governors are required to:

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

The governors have overall responsibility for ensuring that the charity has appropriate system of controls, financial and otherwise. They are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The governors are responsible for establishing the company's strategy, but day to day management is delegated to A M G Darby and P S Doble.

Kemerton Conservation Trust

Governors' report for the year ended 31 March 2013

Financial Reserves

The reserves fund represents the funds arising from past operating results. It is the policy of the governors to spend their income and only to hold reserves equivalent to one year's recurrent expenditure.

Independent Examiners

The governors recommend that Randall and Payne LLP remain in office as independent examiners until further notice.

Special provisions

This report is prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Chairman's Report on Achievements and Performance

The company received grants and donations totalling £22,643 during the year (31 March 2012 - £26,066). This was placed on deposit until such time as it was required. The total interest earned during the year was £14 (31 March 2012 - £47). It should be noted that the cash reserves had now risen above the figure prescribed in the Financial Reserves policy and the company would be seeking to invest its surplus funds in additional long-term assets.

During its twenty-third year, Kemerton Conservation Trust continued to work in the areas identified in previous years' reports.

The Trust's Owned Sites

Daffurns Orchard

This was purchased in December 2000 with the proceeds of a public appeal, an option to purchase being granted under the will of Miss Mercia (Betty) Daffurn, who died in June 2000. In the year to 31 March 2013 further maintenance work was carried out by local volunteers (Kemerton Orchard Workers).

John Moore Nature Reserve

This small nature reserve, set up by his widow in memory of the writer John Moore who had lived in Kemerton, was donated to the Kemerton Conservation Trust in 2001. It is managed by local volunteers and is one of the sites which has benefited from the planting of shrubs and wildflowers by volunteers.

Severn and Avon Vales Floodplain Meadows

The Trust owns parcels in two Floodplain Meadow SSSIs, Twyning Great Hay Meadow (also known as Upham Meadow) on the River Avon and Upton Ham on the River Severn. Both of these meadows are in Higher Level Stewardship and the Trust is a member of the Floodplain Meadow Partnership which is monitoring them. It also owns two strips in a third floodplain meadow, Asham Meadow, Birlingham which it is hoped can be included in a Higher Level Stewardship scheme when more funds become available, although this process has stalled somewhat for the moment.

Kemerton Conservation Trust

Governors' report for the year ended 31 March 2013

The Trust's Leased Sites

Work to update the leases continued during the year.

Kemerton Lake Nature Reserve and Arboretum

This site is leased for a peppercorn from the Kemerton Estate. The hides and reserve have continued to be well used by the public.

In addition to the conservation work carried out by the Trust, Kemerton Estate has carried out work at the site under Higher Level Stewardship, which is of benefit to the biodiversity of the reserve.

Beggarboys Nature Reserve

This wetland site is leased for a peppercorn from the Kemerton Estate. The site has benefited significantly from the large-scale restoration works of recent years and is once again flourishing.

In addition to the conservation work carried out by the Trust, Kemerton Estate has carried out work at the site under Higher Level Stewardship, which is of benefit to the biodiversity of the reserve.

Management Agreement over Kemerton Estate

Under this agreement the Trust can recommend that work beneficial to biodiversity should be carried out at the Estate's expense. For this purpose the Trust carries out surveys on the Estate land as well as that of any other interested local landowner. Further surveys of arable margins under Higher Level stewardship were carried out by Trust volunteers. The management agreement is kept under continuous review.

Arboretum

The Trust manages a collection of wild collected exotic trees which are arranged along rides in the Kemerton Estate woodlands. Work continued during the year maintaining specimen trees, updating the catalogue and planting new accessions.

Surveys and research

Work continued under the estate-wide Monitoring Strategy although pressures of time have meant John Clarke has been unable to carry out as much monitoring as in previous years. However, Kate Aubury has continued to carry out regular bat surveys and fungi surveys.

Volunteers continued the monitoring of birds, dragonflies, butterflies, mining bees and other invertebrates at Kemerton Lake and elsewhere across the Estate.

Further work was carried out on introducing appropriate shrubs and woodland plants to the young forestry plantations. Grants for this work were received from local businesses

Grants

There were no grants from Trusts designated for particular purposes received this year, although there was one undesignated anonymous donation.

Kemerton Conservation Trust

Governors' report for the year ended 31 March 2013

Education / Public relations / Community involvement

The Friends of Kemerton Conservation Trust was set up in 2008 as an informal club of supporters who commit themselves to helping the Trust, either by volunteer help or financial assistance. For details of their contribution see Volunteers below. The Friends are organised by the Support Coordinator, Kate Aubury. Friends receive a twice yearly newsletter 'Kemerton Clippings'.

Visits, events and open days continued to be well attended, and requested by various local groups. Bredon Forest School continues to function in one of the plantations on the edge of Kinsham. It also makes generous financial contributions to the work of the Trust.

Kemerton Conservation Trust again supported the Apple Day celebration at Kemerton in conjunction with Kemerton Orchard Workers.

Website

The Trust has a web site www.kemerton.org. This had been designed and maintained free of charge by Jim Verrechia for many years. However, in January 2012, Jim notified the Trust that he was no longer able to continue with this role so it is now maintained by David Aubury. The website has been partially updated, but additional work still needs to be done in the coming financial year. The site attracts much favourable comment and the governors are most grateful both to Jim for his many years of support and to David for taking on the website for the future.

Biodiversity action plan species and habitats

The Trust manages a number of BAP species and habitats and contributes to the work of the Worcestershire LBAP, which has appointed Adrian Darby as its Chairman. The LBAP comes under the Worcestershire Partnership Environment Group (WEPG), which has now been designated as the Local Nature Partnership for Worcestershire. The LBAP chairman is an ex officio member of WPEG.

Other planning matters

The Trust is concerned to safeguard local biodiversity and is a member of the Worcestershire Local Sites partnership which identifies sites of importance for biodiversity in the county. These sites are non-statutory but are nonetheless recognized as important in national and local planning policies. On 5th May 2011 the Kemerton Lake Nature Reserve was designated as a Worcestershire Local Wildlife Site.

The Trust has commented on emerging policies in the South Worcestershire Development Plan and the Cheltenham, Gloucester and Tewkesbury Joint Core Strategy and on various planning applications.

Personnel matters

The trust has no employees but has well established arrangements with various self-employed contractors. John Clarke has continued as part-time advisor, sometimes assisted by his wife Pamela.

John Threadingham, who previously acted as a forestry contractor in the arboretum has been contracted to act as a part-time warden to undertake conservation work on the Trust's reserves.

Kate Aubury acts as volunteer support coordinator as well as editor of Kemerton Clippings. Janet Cunningham is company secretary.

Kemerton Conservation Trust

Governors' report for the year ended 31 March 2013

Volunteering and donated work

The governors again wish to express their appreciation of the valuable contributions made by those mentioned above and other local volunteers in many fields, including habitat management, nest boxes, IT support, public events, orchard maintenance, species identification and labeling of the arboretum trees. In total it is estimated that, when valued at the rates used by Natural England for assessing grants, volunteers work was worth at least £33,956.

In addition to his financial donations, Adrian Darby also paid Janet Cunningham and Kate Aubury to carry out administration work on behalf of the Trust equating to half a day per week or £2738.

Other Acknowledgements

In addition to contributions in kind by governors, local residents and businesses the Trust would like to thank all those who made the grants and donations cited above.

This report was approved by the governors on 5 November 2013 and signed on their behalf by

A M G Darby
Governor

Independent examiner's report to the trustees on the unaudited financial statements of Kemerton Conservation Trust.

I report on the financial statements of Kemerton Conservation Trust for the year ended 31 March 2013 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.

Respective responsibilities of trustees and examiner

As the charity's trustees and directors you are responsible for the preparation of the financial statements. You consider that the audit requirement of section 144 of the Charities Act 2011 (the Act) does not apply and that an independent examination is needed.

I have satisfied myself that the company is not subject to audit under company law and is eligible for independent examination. It is my responsibility to examine the financial statements under section 145 of the Act and to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 145(5)(b) of the Act, whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the financial statements.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and

- to prepare financial statements which accord with the accounting records and to comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of SORP 2005 (Revised 2008).

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

Robert Stokes FCCA

**Randall and Payne LLP
Chartered Accountants**

19 December 2013

**18 Miller Court
Severn Drive
Tewkesbury
Glos
GL20 8DN**

Kemerton Conservation Trust

Statement of financial activities

For the year ended 31 March 2013

	Notes	Unrestricted funds £	Restricted funds £	2013 Total £	2012 Total £
Incoming resources					
Incoming resources from generated funds:					
Voluntary income:					
Donations	2	25,464	-	25,464	19,761
Grants	3	614	-	614	6,305
Activities for generating funds	4	12,313	-	12,313	13,671
Investment income		14	-	14	47
Other incoming resources		581	-	581	836
Total incoming resources		<u>38,986</u>	<u>-</u>	<u>38,986</u>	<u>40,620</u>
Resources expended					
Charitable activities		(21,803)	(2,094)	(23,897)	(78,587)
Governance costs		(1,151)	-	(1,151)	(879)
Total resources expended	5	<u>(22,954)</u>	<u>(2,094)</u>	<u>(25,048)</u>	<u>(79,466)</u>
Net movement in funds		16,032	(2,094)	13,938	(38,846)
Total funds at 1 April 2012		<u>112,672</u>	<u>2,766</u>	<u>115,438</u>	<u>110,913</u>
Total funds at 31 March 2013	10, 11	<u><u>128,704</u></u>	<u><u>672</u></u>	<u><u>129,376</u></u>	<u><u>72,067</u></u>

Continuing operations

None of the company's activities was acquired or discontinued during the above two financial years.

Total recognised gains and losses

The company has no recognised gains or losses other than the surplus or deficit for the above two financial years.

The notes on pages 11 to 16 form an integral part of these financial statements.

Kemerton Conservation Trust

Balance sheet as at 31 March 2013

	Notes	2013		2012	
		£	£	£	£
Fixed assets					
Tangible assets	6		92,719		91,918
Current assets					
Debtors	7	3,435		8,041	
Cash at bank and in hand		34,857		18,906	
		<u>38,292</u>		<u>26,947</u>	
Creditors: amounts falling due within one year	8	<u>(1,635)</u>		<u>(3,428)</u>	
Net current assets			36,657		23,519
Net assets	9		<u>129,376</u>		<u>115,437</u>
Funds					
Unrestricted funds	10		128,704		112,671
Restricted funds	11		672		2,766
			<u>129,376</u>		<u>115,437</u>

The directors' statements required by Sections 475(2) and (3) are shown on the following page which forms part of this Balance Sheet.

The notes on pages 11 to 16 form an integral part of these financial statements.

Kemerton Conservation Trust

Balance sheet (continued)

Governors' statements required by Section 475 (2) and (3) for the year ended 31 March 2013

In approving these financial statements as governors of the company we hereby confirm:

(a) that for the year stated above the company was entitled to the exemption conferred by Section 477 of the Companies Act 2006 ;

(b) that no notice has been deposited at the registered office of the company pursuant to Section 476 requesting that an audit be conducted for the year ended 31 March 2013 and

(c) that we acknowledge our responsibilities for:

(1) ensuring that the company keeps accounting records which comply with Section 386, and

(2) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the year then ended in accordance with the requirements of Section 393 and which otherwise comply with the provisions of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

These financial statements are prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies .

The financial statements were approved by the governors on 5 November 2013 and signed on their behalf by

R H Workman
Governor

The notes on pages 11 to 16 form an integral part of these financial statements.

Kemerton Conservation Trust

Notes to the financial statements for the year ended 31 March 2013

1. Accounting policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and the preceding year.

1.1. Accounting convention

The financial statements are prepared under the historical cost convention and follow the recommendations in 'Accounting and Reporting by Charities: Statement of Recommended Practice' issued in March 2005 (revised May 2008) and the Companies Act 2006

1.2. Company status

The charity is a company limited by guarantee. The members of the company are the governors named on page 1. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member in the year of winding up or within one year of their cessation of being a member of the charity.

1.3. Cash flow statement

The charity has taken advantage of the exemption in FRS1 from the requirement to produce a cashflow statement because it is a small company.

1.4. Taxation

As a registered charity, the company is generally exempt from income tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

1.5. Tangible fixed assets and depreciation

Depreciation is provided at rates calculated to write off the cost (excluding freehold land) less residual value of each asset over its expected useful life, as follows:

Short Leasehold property	-	Straight line over the life of the lease
Plant and machinery	-	20% per annum

1.6. Grants

Capital grants are credited to deferred revenue. Grants towards capital expenditure are released to the profit and loss account over the expected useful life of the assets. Income grants are credited to profit in the year in which they are received. Grants towards revenue expenditure are released to the profit and loss account as the related expenditure is incurred.

1.7. Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the governors in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income is allocated to the appropriate fund.

Kemerton Conservation Trust

Notes to the financial statements for the year ended 31 March 2013

1.8. Incoming resources

All incoming resources are included in the SOFA when the charity is legally entitled to the income and the amount and be quantified with reasonable accuracy.

Donations to the company are credited to income in the accounting period in which they are due. All are unrestricted unless stated.

Grants of a revenue nature are credited to income in the period to which they relate.

1.9. Resources expended

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with use of the resources.

2. Donations

	Unrestricted funds	
	2013	2012
	£	£
Darby family	11,000	11,000
General donations	11,029	5,411
Gift Aid	3,435	3,350
	<u>25,464</u>	<u>19,761</u>

3. Grant income

	Unrestricted	2013	2012
	funds		
	£	£	£
Woodland Shrub and Wildflower Project	614	614	800
Ryklow project	-	-	2,000
Rowlands	-	-	500
The National Trust (conservation of orchards)	-	-	2,205
Carrant Catchment Restoration project	-	-	800
	<u>614</u>	<u>614</u>	<u>6,305</u>

The Governors have designated the grant to the Woodland Shrub and Wildflower Project which relates to the work to introduce native shrubs and wildflowers in plantation woodland.

Kemerton Conservation Trust

Notes to the financial statements for the year ended 31 March 2013

4. Activities for generating funds

	Unrestricted funds	
	2013 £	2012 £
Grazing and rent	945	2,608
Single farm payments	7,352	8,604
Higher level stewardship	4,016	2,459
	<u>12,313</u>	<u>13,671</u>

5. Total resources expended

	Basis of allocation	Conservation	Restricted	Governance £	2013	2012
		expenses £	expenses £		£	£
Rent	Direct	6,900	-	-	6,900	6,900
Insurance	Direct	184	-	-	184	336
Repairs and maintenance	Direct	1,291	-	-	1,291	1,870
Accountancy fees	Direct	-	-	1,151	1,151	879
General expenses	Direct	7,860	900	-	8,760	12,062
Site management	Direct	53	-	-	53	16
Arboretum expenses	Direct	3,565	-	-	3,565	11,349
Bank charges	Direct	156	-	-	156	160
Depreciation	Usage	1,794	1,194	-	2,988	2,761
Grant released	Direct	-	-	-	-	(237)
		<u>21,803</u>	<u>2,094</u>	<u>1,151</u>	<u>25,048</u>	<u>36,096</u>

The Trust had no employees during the this year or the preceding year.

Kemerton Conservation Trust

Notes to the financial statements for the year ended 31 March 2013

6. Tangible fixed assets

	Freehold land £	Short leasehold property £	Plant and machinery £	Total £
Cost				
At 1 April 2012	81,839	14,016	43,940	139,795
Additions	-	-	4,860	4,860
Disposals	-	-	(3,267)	(3,267)
At 31 March 2013	<u>81,839</u>	<u>14,016</u>	<u>45,533</u>	<u>141,388</u>
Depreciation				
At 1 April 2012	-	14,015	33,862	47,877
On disposals	-	-	(2,196)	(2,196)
Charge for the year	-	-	2,988	2,988
At 31 March 2013	<u>-</u>	<u>14,015</u>	<u>34,654</u>	<u>48,669</u>
Net book values				
At 31 March 2013	<u>81,839</u>	<u>1</u>	<u>10,879</u>	<u>92,719</u>
At 31 March 2012	<u>81,839</u>	<u>1</u>	<u>10,078</u>	<u>91,918</u>

7. Debtors

	2013 £	2012 £
Trade debtors	-	4,691
Other debtors	3,435	3,350
	<u>3,435</u>	<u>8,041</u>

8. Creditors: amounts falling due within one year

	2013 £	2012 £
Trade creditors	675	2,503
Accruals and deferred income	960	925
	<u>1,635</u>	<u>3,428</u>

Kemerton Conservation Trust

Notes to the financial statements for the year ended 31 March 2013

9. Analysis of net assets between funds

	General funds £	Restricted funds £	Total funds £
Fund balances at 31 March 2013 as represented by:			
Tangible fixed assets	89,014	3,705	92,719
Current assets	38,292	-	38,292
Current liabilities	1,398	(3,033)	(1,635)
	<u>128,704</u>	<u>672</u>	<u>129,376</u>

10. Unrestricted funds

	1 April 2012 £	Incoming £	Outgoing £	31 March 2013 £
General fund	109,262	38,986	(22,954)	125,294
Daffurns Orchard fund - designated fund	1,534	-	-	1,534
Woodland Shrub and Wildflower Project - designated fund	1,876	614	(866)	1,624
	<u>112,672</u>	<u>39,600</u>	<u>(23,820)</u>	<u>128,452</u>

11. Restricted funds

	1 April 2012 £	Outgoing £	31 March 2013 £
Kemerton Lake project	1,565	(1,194)	371
Big Lottery Fund project	14	-	14
Carrant Catchment Restoration Project	1,187	(900)	287
	<u>2,766</u>	<u>(2,094)</u>	<u>672</u>

Purposes of restricted funds

Kemerton Lake project

The purpose of the fund is to maintain the Kemerton lake nature reserve and Cherry Tree quarry on Bredon Hill.

Big Lottery Fund project

The purpose of this fund is to provide signage, leaflets and maps for Kemerton Lake Nature Reserve.

Carrant Catchment Restoration Project

The purpose of the fund is to support landowners in the Carrant Catchment Restoration Project to restore natural habitats and create vital corridors for wildlife.

Kemerton Conservation Trust

Notes to the financial statements for the year ended 31 March 2013

12. Capital commitments

There were no capital commitments at 31 March 2013 or 31 March 2012.

13. Contingent liabilities

There were no contingent liabilities at 31 March 2013 or 31 March 2012.

14. Related party disclosures

The company rents a cottage from A M G Darby, a governor, at an annual rental of £6,900 (31 March 2012 - £6,900) which has been verified by an independent valuer. Total rents paid to Mr Darby during the year were £6,900. The company also leases other land belonging to A Darby and M G Darby at a nil rent.

Any work done by A M G Darby's farm on behalf of the trust was paid for at cost. Two of AMG Darby's employees carried out administration work on behalf of the Trust equating to half a day per week between them. The Trust made no payment for this.

None of the governors received any remuneration in the year as trustees, nor in previous years. One of the governors received travel expenses in the year as a trustee..