

Steining Downland Scheme

Trustees' Annual Report

From 1st April 2010 to 31st March 2011

Charity number: 1132957

Company limited by guarantee, number: 6946165

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Legal and administrative information

Registered address:

The Wiston Estate Office, Wiston Park, Steining, West Sussex BN44 3DD.

Trustees 2010 - 11:

Richard Goring	Chair
Richard Smillie	Secretary (resigned March 2011)
Alan Chilver	
Nick Lear	(Appointed March 2011)

Staff: Bryony Webb

Project Manager, two days a week

Volunteers

The Board of Directors is assisted by an advisory committee of local people whose enthusiasm, commitment and activity has been invaluable. Still other volunteers take on many practical roles within the scheme. The Project Manager also gives a considerable amount of voluntary time to the scheme.

Bankers: Unity Trust Bank, Nine Brindleyplace, Birmingham

Independent reviewer: Paul Kirkbride, FCCA, Horsham, West Sussex

The charity has kept a range of policies updated including those on Safeguarding, Health and Safety and equal opportunities.

The objects of the charity are:-

- a) to promote the education and study of all matters relating to conservation and the environment
- b) to enable and encourage conservation of the natural resources and habitats for the benefit of the public
- c) to educate and encourage the general public, and local young people in particular, in an understanding of the natural environment
- d) in the context of the objects in clauses (a) – (c) above, to work in accordance with the moral principles and the spirit of love that authenticates the Christian faith, and in a manner which demonstrates Christian stewardship of the environment. For the purposes of these objects 'Christian faith' means the Christian faith as revealed and expressed in the Holy Scriptures of both old and new testaments

Trustees' Report

The Steyning Downland Scheme was initiated by The Wiston Estate, in partnership with A Rocha, and interested local people. 160 acres of chalk downland adjacent to Steyning has been designated to be developed for the benefit of wildlife and the local community as the main focus of the Scheme. It is an area comprising open grassland, a watercourse and ponds and mixed woodland, known locally as the Horseshoe, and the Rifle Range.

In pursuit of the objects, the charity has facilitated conservation work around the site, to look after the rare habitats, by involving the local community. This has focussed on promoting chalk grassland, and enabling access for people via maintaining pathways. Funding from the South Downs Joint Committee has provided a bridge across our streams, further enabling a variety of routes for the public to take around the site.

There has been a full programme of events to promote the enjoyment of the area, and to educate local people about it. These have included bushcraft days, guided walks with local experts, social dog walks, an art day and the annual Big Picnic. These have encouraged different age groups to the area and to mix with each other. An increased number and variety of local groups have taken part in these events, both helping, and enjoying them, which has contributed to positive community cohesion. Over the year there have been in excess of 25 educational access visits/events.

'There are so many splendid things happening through your Downlands scheme, you should feel very pleased and proud of the achievements'. Caroline, local resident.

Volunteer opportunities have increased, with a monthly Botany Surveying group, enabling people to learn about the area and enjoy it in a new way, and to make a significant contribution to the management plans. The young people's conservation group has continued, and the Ranger group has been launched, with the help of funding from Horsham District Council. Other one off volunteering roles have been taken on including event planning, marketing and administration.

Steyning Grammar School enables every member of year seven to spend a day doing conservation work at the scheme, and developing team work and initiative skills. The Orchid Trust provided funding for much needed new tools for these groups. Sixth form students have been introduced to the site, and Outset Volunteers held their annual prize giving event at the site.

The charity has engaged in a wide variety of communication – magazine and press articles, guest speeches, assemblies, posters and stalls at the Steyning Showcase and the Steyning Fair. This has increased understanding of the area, and increased connection and understanding between users of the site, and included more people in events, with a bumper attendance of 300 at the Big Picnic. An information evening attracted 90 local residents of all ages who wanted to find out more and get involved. The website for the charity has been re-created, with increased opportunities for local people to contribute.

Public benefit has been achieved through ensuring public access, enabling use and enjoyment of the area by many different groups in many different ways, and a variety of volunteer roles have been developed for people to learn more and be actively involved in this area of the South Downs. The species biodiversity on this area of the Downs has been promoted and enhanced through conservation activities, benefiting the public now and in the future by protecting the environment which supports us. The Trustees have complied with section 4 of the Charities Act 2006 to have due regard to public benefit.

'I'm just so happy that I can be part of this group, learning from all these great people and working

to make a difference to my local landscape'. Helen, local resident.

Main achievements have included a hugely increased number of local people aware of the scheme and getting involved in a variety of ways, the first full winter of cattle grazing, which promotes rich chalk grassland, and the first detailed knowledge of the current range of botanical species. Without the support of the Steering Group, the charity could not have made progress, and many people volunteer on a regular basis to care for the land and ensure the public gain benefit through formal and informal use of it.

Financial Review

The attached accounts show that whilst funding, particularly core funding, is still tight, there was a healthy surplus of £10,065 at the end of the year. There were significant restricted funds, with a large amount of capital grant and a small loan which paid for the fencing of the area to enable cattle grazing. Three other funders – the Orchid Trust, Horsham District Council, and the South Downs Joint Committee gave money for restricted purposes, all of which carry forward into the next financial year. The remaining unrestricted funds come from funds passed over from the Wiston Estate for conservation work already carried out, and from increasing donations. It is intended that this will be invested in time spent on making the charity more sustainable, and on increasing the community engagement part of the scheme.

The Reserves Policy states that the charity will work towards £1000 designated for reserves in each financial year, aiming to reach a minimum of three months expenditure, and a maximum of six months expenditure.

Support in kind

The Wiston Estate is highly supportive in providing office space, land management advice, estate staff time and use of equipment.

A Rocha UK assist through advice on legal, conservation and community matters, also supporting the staff member where appropriate

South Downs National Park provides a staff member for the advisory committee and supports the practical work of the scheme with their volunteer groups.

Steyning Grammar School provides a staff member to co-ordinate the young conservation groups. Steyning Parish Council provided free room hire for the Information Evening.

A minimum of 1300 volunteer hours were given to the project in this year.

Trustees have an induction to the Trustee role, and training as appropriate and available. There is a bi-annual review of Trustees' training needs.

The Trustees declare that they have approved the above report and it is signed by the Chair on behalf of the board.

Signed:

Date: 12 December 2011

Richard Goring



Charity Name Steyning Downland Scheme			Charity No (if any)	1132957	CC17a
Annual accounts for the period					
Period start date	1.4.2010	To	Period end date	31.3.2011	

Section A Statement of financial activities

Recommended categories by activity	Details of own analysis	Note	Unrestricted funds	Restricted income funds	Endowment funds	Total this year	Total last year
			£	£	£	£	£
			F01	F02	F03	F04	F05
Incoming resources (Note 3)							
Incoming resources from generated funds			-	-	-	-	-
Voluntary income	39212	S01	19,230	19,983	-	39,213	10,720
Activities for generating funds		S02	-	-	-	-	
Investment income		S03	-	-	-	-	-
Incoming resources from charitable activities	669	S04	669	-	-	669	-
Other incoming resources	2050	S05	2,050		-	2,050	-
Total incoming resources		S06	21,949	19,983	-	41,931	10,720
Resources expended (Notes 4-8)							
Costs of Generating Funds			-	-	-	-	-
Costs of generating voluntary income		S07	-	-	-	-	-
Fundraising trading costs		S08	-	-	-	-	832
Investment management costs		S09	-	-	-	-	-
Charitable activities	32088	S10	16,137	15,951	-	32,088	-
Governance costs		S11	-	-	-	-	9,666
Other resources expended		S12	-	-	-	-	-
Total resources expended		S13	16,137	15,951	-	32,088	10,498
Net incoming/(outgoing) resources before transfers		S14	5,812	4,031	-	9,843	222
Gross transfers between funds		S15			-	-	-
Net incoming/(outgoing) resources before other recognised gains/(losses)		S16	5,812	4,031	-	9,843	222
Other recognised gains/(losses)							
Gains and losses on revaluation of fixed assets for the charity's own use		S17	-	-	-	-	-
Gains and losses on investment assets		S18	-	-	-	-	-
Net movement in funds		S19	5,812	4,031	-	9,843	222
Total funds brought forward		S20	222	-	-	222	-
Total funds carried forward		S21	6,034	4,031	-	10,065	222

These accounts have been delivered in accordance with the provisions applicable to companies subject to the small companies regime.

Section B		Balance sheet				
	Note	Unrestricted funds £	Restricted income funds £	Endowment funds £	Total this year £	Total last year £
		F01	F02	F03	F04	F05
Fixed assets						
Tangible assets	(Note 9)					
Investments	(Note 10)					
	B01	-	-	-	-	-
	B03	-	-	-	-	-
Total fixed assets	B04	-	-	-	-	-
Current assets						
Stock and work in progress	B05	-	-	-	-	-
Debtors	B06	-	-	-	-	-
(Short term) investments	B07	-	-	-	-	-
Cash at bank and in hand	B08	9,659	4,031	-	13,690	-
Total current assets	B09	9,659	4,031	-	13,690	-
Creditors: amounts falling due within one year	(Note 12)					
	B10	3,625	-	-	3,625	-
Net current assets/(liabilities)	B11	6,034	4,031	-	10,065	-
Total assets less current liabilities	B12	6,034	4,031	-	10,065	-
Creditors: amounts falling due after one year	B13	-	-	-	-	-
Provisions for liabilities and charges	B14	-	-	-	-	-
Net assets	B15	6,034	4,031	-	10,065	-
Funds of the Charity						
Unrestricted funds	B16	6,034			6,034	-
	B17	-			-	-
Restricted income funds (Note 13)	B18		4,031		4,031	-
Endowment funds (Note 13)	B19			-	-	-
Total funds	B20	6,034	4,031	-	10,065	-

For the year ended 31st March 2011 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Richard Goring	28.9.2011

Notes on the financial statements

Restricted funds were donated by the Orchid Trust (£1305, of which £273 was spent in this financial year); South Downs Joint Committee (£2000); Horsham District Council (£1000). £17728 was spent on fencing, including a capital grant of £15678 from Natural England, and a short term loan from the Wiston Estate of £2050.



Independent Examiner's Report on the Accounts

Section A

Independent Examiner's Report

Report to the trustees/members of

Charity Name
STEPHANE DOWNHARD SCITEMAN

On accounts for the year ended

3 1 0 3 1 1

Charity no (if any)

1 1 3 2 9 6 7

Set out on pages

ONE TO TWO ACCOUNTS (ONE TO TWO THE REPORT) (remember to include the page numbers of additional sheets)

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 43 of the 1993 Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 43(7)(b) of the 1993 Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention (other than that disclosed below*):

- (1) which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 41 of the 1993 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Act have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed

P. J. Kirkbride

Date

7th SEPTEMBER 2011

Name

PAUL KIRKBRIDE F.C.C.A.

Relevant professional qualification(s) or body (if any)

FELLOW OF THE INSTITUTE OF CHARTERED CERTIFIED ACCOUNTANTS F.C.C.A.

Address

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