

HERTFORDSHIRE AND MIDDLESEX WILDLIFE TRUST LIMITED
(A company limited by guarantee)

Company Registration Number 816710
Charity Number 239863

**TRUSTEES' REPORT AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 MARCH 2016**

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Legal and Administrative Information

Honorary President Sir Simon Bowes-Lyon, KCVO

Honorary Vice President Robert Wilson

Council of Management (Trustees) Olivia Bertham (elected 2015)
Andy Brown
Dr Veronica Edmonds Brown (Vice Chairman)
Dr Agneta Burton
Keith Cotton
Peter Delaloye
Clive Hinds (Treasurer)
Paul Knutson
Sarah Kohl
Michael Master (Chairman)
Andrew Woods

Clerk to Council Professor Brenda Barrett

Chairman of Health and Safety Working Group Dr David Gompertz

Chief Executive Lesley Davies

Principal Staff

Name	Position
Ian Carle	Herts Environmental Records Centre Manager
Jason Davis	Finance Manager
Dr Tom Day	Head of Living Landscapes
Matthew Dodds	Senior Planning & Biodiversity Officer
Tim Hill	Conservation Manager
Francesca Hooper	Office Manager & PA to the CEO (maternity cover from May 2015)
Josh Kubale	Marketing & Communications Manager (from February 2016)
Emma Norrington	Head of Fundraising & Communications
Sarah Rutherford	Fundraising Manager (from November 2015)
Rebecca Taylor	Marketing & Communications Manager (to February 2016)
Paul Thrush	Nature Reserves Manager (from July 2015)
Becky Vernon-Clinch	Office Manager & PA to the CEO (maternity leave from June 2015)

Auditors Mazars LLP
The Pinnacle
160 Midsummer Boulevard
Milton Keynes
MK9 1FF

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Legal and Administrative Information (continued)

Solicitors	Longmores 24 Castle Street Hertford Herts, SG14 1HP
Bankers	The Co-operative Bank plc 3 rd Floor St. Paul's House 10 Warwick Lane London EC4M 7BP
Registered office and principal address	Grebe House St Michael's Street St Albans Herts, AL3 4SN
Charity no	239863
Company no	816710

The Trustees, who are also the Directors, of Hertfordshire and Middlesex Wildlife Trust Limited ("the Trust" or "HMWT") are pleased to present their report and financial statements for the year ended 31 March 2016.

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1 Structure, governance and management

Charity and company limited by guarantee

The charity is registered with the Charity Commission and is a company limited by guarantee. It is governed by its Memorandum and Articles of Association as amended by Special Resolution on 1 July 1987, 1 July 1996, 15 September 2007, 8 November 2014, and 21 November 2015 (increase to maximum term of office period for Directors).

The Trust operates in Hertfordshire and the London Boroughs of Barnet, Enfield, Harrow and Hillingdon ("Middlesex").

The Trust is an independent member of The Wildlife Trusts (TWT), a partnership of 47 local Wildlife Trusts and the Royal Society of Wildlife Trusts (RSWT). Collectively, The Wildlife Trusts have over 800,000 members and manage around 2,200 nature reserves. The Trust supports the work in the south east of England as a member of the Greater South East England group of Wildlife Trusts which meets quarterly.

Individuals, groups and organisations paying the prevailing subscription, as set by the Trustees, automatically become members of the Trust. At 31 March 2016, the number of memberships stands at 12,035 households (2015: 11,670) representing 22,051 individual members (2015: 20,756).

Objects of the Trust

The objects of the Trust (as set out in the Memorandum and Articles of Association) are:

- For the benefit of the public, to advance, promote and further the conservation, maintenance and protection of:
 - i) wildlife and its habitats;
 - ii) places of natural beauty;
 - iii) places of zoological, botanical, geological, archaeological or scientific interest;
 - iv) features of landscape with geological, physiographical, or amenity value.
- To advance the education of the public in:
 - i) the principles and practice of sustainable development;
 - ii) the principles and practice of biodiversity conservation.
- To promote research in all branches of nature study and to publish the useful results thereof.

Working principally, but not exclusively, within the administration counties of Hertfordshire and Middlesex, as defined in the Local Government Act 1988.

Governance

For the purposes of the Companies Act 2006, Trustees are Directors and the Council of Management is regarded as the Board of Directors of the Company. They are listed in the Legal and Administrative Information.

The Council of Management, which can have between eight and twelve members, administers the charity and meets four times per year. Specialist advice is given to Council by the following committees which meet quarterly:

- **Finance and Resources Committee**, chaired by Treasurer Clive Hinds;
- **Conservation, Community and Education Committee**, chaired by Vice-Chairman Dr Veronica Edmonds-Brown; and
- **Health and Safety Working Group**, chaired by Dr David Gompertz.

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There is also a Panshanger Park Task Group, chaired by Michael Master which meets as required.

Appointment, induction and training of Trustees

As set out in the Articles of Association, Trustees are elected by members of the Trust attending the Annual General Meeting (AGM). Any members initially co-opted by Council may serve for a period up to the next AGM when they must be elected. At each AGM, one third of the Trustees (the longest serving since their appointment) or the number nearest to one third must retire from office. Each may be re-elected until they have served for a period of nine continuous years, at which point they must retire, except in exceptional circumstances determined by Council and agreed by members at the AGM. The period of nine years was increased from six years, as agreed at the AGM on 21 November 2015.

When there are vacancies between elections, members are circulated with invitations to nominate Trustees or to put themselves forward prior to the AGM. Selection is by a panel of Trustees, against an agreed specification, developed and approved by Trustees through a skills audit of current Trustees. Any Trustee selected through this process is required to be elected by members at the next AGM. New Trustees sign a contract developed to meet the requirement of the Finance Act 2010 that Trustees are 'fit and proper' persons for the charity.

New Trustees are provided with the Governance Manual to acquaint themselves with Trust policy and practices. They meet with the Chief Executive and members of the Management Team. In their first year, they attend a course on being a Trustee, if feasible and required, and an Open Day at the Royal Society of Wildlife Trusts to be introduced to the wider Wildlife Trusts movement. Trustees have the opportunity to attend relevant training as the need arises.

Management

The Chief Executive is appointed to manage the day to day operations of the charity, including finance, employment and conservation-related activities. The Senior Management Team meets monthly and consists of the CEO, Head of Living Landscapes, Head of Fundraising & Communications, Finance Manager and Office Manager.

The Trust introduced a Reward and Remuneration Policy in 2015. The Trust's success relies upon the talent and contribution of all staff and we recognise the importance of valuing and rewarding our employees. The Trust promotes a 'total reward' approach under which all aspects of the work experience are recognised and prominence is given not only to reward and remuneration but also to less tangible rewards which can be important factors for employees deciding where to work and the level of commitment to give to their work. Whilst reward and remuneration effectively cover 'benefits' and 'pay', the total reward approach seeks to embrace an organisational culture of employees having a voice in the operation and direction of the Trust. This aims to lead to more engaged staff, improved performance, and to enhance the reputation of the Trust as an employer of choice. All staff were for instance involved in developing the next Strategic Plan 2016-2021.

The Trust carries out benchmarking from time to time to ensure that salaries are appropriate to the level of responsibility and a reasonable level of salary is on offer.

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Risk management

The Trust maintains a risk register which is reviewed quarterly by Senior Management Team. Trustees keep under review their assessment of the major risks to which the charity is exposed, and steps have been taken to mitigate the risks that have been identified. Particular areas of work in the past year are financial and project management. Major risks are reported to Finance & Resources Committee and the risk register is reviewed annually by Trustees.

The high risks identified in the risk register and steps taken to mitigate these are given below. Taking into account the mitigation measures, the risk level for these has been moderated to medium.

RISK	RISK MANAGEMENT PROCESS
<p>Loss of major income stream Change in government policy or legislation, agri-environment funding; financial crisis; change in direction of donors; loss of membership; reduced legacies.</p>	<p>Support national lobbying for funding through agri-environment schemes. Promote the importance of the work of the Trust to existing and potential donors. Clear messages in communications to mitigate criticism of charities and fundraising. Work with membership recruitment agency to drive membership and focus on membership retention activities. Diversify routes to recruitment. Include legacy promotion in communications. Actively seek external funding through grants and scan for new opportunities. Seek to negotiate ongoing funding from local authorities.</p>
<p>Major accident or incident on nature reserve or at a Trust event Depending on the severity of the incident or accident, there could be an impact on the Trust's reputation. Affected nature reserve(s) may have to be closed.</p>	<p>Health and Safety Working Group (HSWG) meets quarterly. H&S manual and discussion of accidents, incidents and near misses at HSWG. Risk assessments and safe working practices established and kept up to date. Business Continuity Plan has details of dealing with media. Media is handled by Marketing & Communications Manager. Insurance cover maintained. Annual tree inspections undertaken. Landowners made aware of their responsibilities e.g. tree safety.</p>
<p>Damage to reputation Adverse comments in press, reaction to press articles, accidents/incidents</p>	<p>Dealing with media covered in Business Continuity Plan. Accident & Incidents reported to Senior Management Team and HSWG. Single Point of Contact identified when an issue arises. Ensure that exit plans are part of all major project plans. Prepare position statements in advance e.g. nature reserve disposals. Input into national issues e.g. badger culling and if necessary, prepare local position statement.</p>
<p>Invasive species e.g. spread of Japanese knotweed and costs of removal</p>	<p>Ensure management plan addresses need to control invasive species and Finance Manager aware of any additional unexpected costs. Mapping and monitoring is being carried out by reserve officers and wardens.</p>

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RISK	RISK MANAGEMENT PROCESS
<p>Financial costs of major capital work e.g. Health and safety, flooding, tree management</p>	<p>Tree and infrastructure condition surveys carried out. Designated funds set up for capital expenses. Long term replacement costs factored in when new infrastructure planned.</p>
<p>Failure of partnerships Economic and other issues result in partners removing support (financial and other) from key projects. Loss of partnerships and funds e.g. with Environment Agency, Affinity Water. Loss of key partner relationships (staff leaving).</p>	<p>Active engagement through Local Nature Partnership and Catchment Partnerships. Advocacy work with local authorities, MPs, Local Enterprise Partnership Close working and ongoing project development with key partners e.g. Environment Agency and Affinity Water.</p>
<p>Loss of key reserves/reduction in quality of reserves</p>	<p>Threats from High Speed Two, petitions submitted to House of Commons and House of Lords. Termination of management agreements. Seek to negotiate secure tenancy agreements for new sites and existing sites as required. Need to manage any reputational risk if we dispose of sites or if landowners take them back. Disposal Policy approved by Council.</p>
<p>Failure to comply with Safeguarding best practice</p>	<p>Two designated Safeguarding Officers (Office Manager and Forest School Officer). Safeguarding Policy and Procedure in place for both Children & Young People and Vulnerable Adults. Safeguarding review carried out at end of the first year of the Forest school.</p>

Public Benefit

The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit.

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Volunteers

The Trust is extremely grateful for the support of the hundreds of volunteers who enable the Trust to carry out its work. Volunteers are not named individually in this report as there are so many people involved; our thanks goes to each and every volunteer for their varied and ongoing support and without whom the Trust could not function.

Special thanks goes to our Local Groups (Harrow, Mid Herts and North Herts) who make a significant contribution to engaging members and the general public through their activities. Special congratulations go to Mick Hart, our Volunteer of the Year, and runners up Mike Brazier, Andrew Harris, Ed Hutchins, Brian Parkhouse and Bernard Spatz.

We were sad to hear the news of the death of Cyril Flood, our former Chairman, and of Gerald Salisbury, our volunteer warden at Frogmore Meadow. Both played a very important role in the Trust and they are fondly remembered.

External funding

The Trust is extremely grateful for the continued support it gets through donations, legacies and grants from members and supporters.

We are very grateful for the generous **legacies** we received from Christina Rosemary Carter, Ann Coates, Margaret Elizabeth North and Anthony James Taylor.

We were pleased to receive the ongoing support from our **corporate members**:

Platinum

Bourne Leisure Group
UK Power Networks (Operations) Ltd

Gold

Johnson Matthey
Thames Water Utilities
GlaxoSmithKline
Islandbridge Properties Limited

Silver

Affinity Water
Cemex UK
Tarmac

Bronze

The Institute of the Motor Industry

We have received further support from our corporate partners through participation in our Working for Wildlife Days, including Affinity Water, Amgen UK, Carillion, GlaxoSmithKline, Mace, Nestle Waters, UK Power Networks and Vinci. In addition to this we received support via the national agreement with Vine House Farm for bird food sold, from Wildlife Travel Ltd for wildlife holidays booked by individuals living in Herts and Middlesex, and support for our annual Apple Day event at Tewin Orchard from Sainsburys.

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External income from **grants** and **individual donations** have been particularly important in enabling improvement works on our nature reserves, along with other projects. HMWT are very grateful for the generosity of all our funders which include:

- Affinity Water
- Alan Evans Memorial Trust
- Bedford Memorial Trust
- Biffa Award
- Big Lottery Fund - Awards for All
- Brian Leslie Racher 2004 Charitable Trust
- CAGE - Waterford Heath
- Carillion Natural Habitats Fund
- CEMEX Community Fund
- Chapman Charitable Trust
- Chilterns Conservation Board
- Christopher Laing Foundation
- Dacorum Borough Council
- East Herts District Council
- Environment Agency
- Friends of Tewin
- Hertfordshire County Council
- Hertfordshire County Council Locality Budget Scheme (Cllr Crofton, Cllr Gordon, Cllr Reay, Cllr Walkington)
- Hillingdon Borough Council
- John Davis
- John Spedan Lewis Foundation
- Johnson Matthey
- Kate Aylett
- Ken Moody
- Lee Valley Regional Park Authority
- Miss S M G Ross Trust
- Natural England
- North Herts District Council
- Robert Kiln Trust
- Rotary Club of Hertford
- Rural Payments Agency (Defra)
- Spear Charitable Trust
- St. Albans City & District Council
- Tarmac
- Tarmac Landfill Communities Fund
- The Richard Cowley Trust
- Tring Rural Parish Council
- Vandervell Foundation
- Vaughan Williams
- Welwyn Hatfield Borough Council

Funding was secured from Tarmac for the Panshanger Park People and Wildlife Officer and the Forest School.

An officer was out-posted to Harpenden Town Council to provide maternity cover for the Commons and Greens Officer.

Consultancy work was delivered for ADAS (Met Office), Affinity Water, Francis Combe Academy, Harpenden Town Council, Harrow School and Mid-Herts Golf Club.

We are also grateful to the University of Hertfordshire, Lee Valley Regional Park Authority and Affinity Water for hosting and supporting conferences and meetings during the year.

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2 Trust Vision and Objectives

Vision

Across the UK the Wildlife Trusts share a vision for a Living Landscape and Living Seas, an environment rich in wildlife for everyone.

Objectives

HMWT's Strategic Objectives, which were updated in 2014/15, are:-

- 1) **To work with partners to restore resilient ecological networks by creating a rich and accessible Living Landscape throughout Hertfordshire and Middlesex**
- 2) **To create and enhance nature reserves**
- 3) **To inspire people about the natural world and encourage individual action for wildlife**

Strategic Plan 2016-2021

In September 2015 the Trustees approved a new Strategic Plan covering 2016 to 2021 which included a review of the Strategic Objectives. These will form the basis for future reporting:

Strategic Objective 1

For **WILDLIFE**: to protect, enhance and connect places for wildlife on nature reserves, in urban areas and across the wider countryside through positive conservation action.

Strategic Objective 2

For **PEOPLE**: to inspire people to value the natural world and enable action for wildlife.

The new Plan 2016-2021 has a clear direction as it is accompanied by the production of a 50 Year Vision which sets out the long term goals for the recovery of nature in Herts & Middlesex.

The Plan identifies 6 priority habitats which will form the focus of the Trust working through the overarching concept of Living Landscapes. In addition to this 7 flagship species are to be used for awareness raising, species which are representative of the priority habitats and which are recognisable by the public. The identification of the habitats and species was through discussion at the Conservation, Community & Education Committee.

The importance of partnership working and external funding is highlighted in the Plan as is the need to diversify our routes to membership and to raise awareness of the importance of wildlife and the need for its conservation. Development of the Plan was supported by financial forecasting.

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3 **Headline Actions and Achievements during the year to 31st March 2016**

A set of Headline Actions were agreed with Trustees, set out against the Strategic Objectives. These are very much a snapshot of the work of the Trust and do not represent fully the huge amount of work undertaken such as keeping our nature reserves in good condition through ongoing regular management and engaging partners in the wider countryside. Similarly our fundraising and communications work, alongside our administration and financial management, are critical to the sound running of the Trust but are not fully represented here.

Strategic Objective 1: to work with partners to restore resilient ecological networks by creating a rich and accessible Living Landscape throughout Herts & Middlesex

1.1	MAJOR PROJECT (Stage 2 funding & Stage 3 delivery) <u>Living Rivers</u>: deliver the current commitments and secure funding for the next phase Living Rivers continues to progress well. During the year highlights included feasibility studies and river restoration work on the rivers Mimram, Stort, Ash and Lea. In addition, information was gathered to identify the conservation status of the River Mimram. Work began with the Environment Agency to improve eel movement through the Lea Valley. There was review of the Lea Catchment partnership website (http://www.riverleacatchment.org.uk/) and partnership meetings were held in the Stort, Beane, Mimram, upper, middle and lower Lea. Alongside this we now have over 100 trained Riverfly Monitors helping to keep a check on the quality of our rivers. A 'Riverfly Day' held at Lemsford attracted over 50 participants. Many thanks go to the Environment Agency, Natural England and Affinity Water for their support. The Water Vole Project has also had another successful year. Partnership conferences were held for both the Lea and Colne catchments with over 90 people attending. Highlights were the habitat improvements at the Frays River at Denham, working in partnership with London Wildlife Trust and the Environment Agency. We began working with the Colne Valley Fisheries Consultative to extend water vole surveying and mink control throughout the lower Colne Valley. At Thorley Wash a major reintroduction programme, organised in partnership with Essex Wildlife Trust and funded by Thames Water, resulted in 180 water voles being released and they are now flourishing in its rich mix of wetland habitats.
1.2	MAJOR PROJECT (Stage 3 delivery) <u>Living Woods and Heaths</u>: commence the project improving nature reserves and providing a land advisory service Living Woods and Heaths has not commenced as we have been waiting for final confirmation of external funding. This will be rolled forward into FY17.
1.3	MAJOR PROJECT (Stage 2 funding & Stage 3 delivery) <u>HERC and mapping</u>: deliver the Herts Environmental Records Centre (HERC) and Living Landscapes Mapping Engagement Project HERC's role of managing records of wildlife and providing information to enquirers is particularly important in informing the planning process. It has a vital role in encouraging volunteer recorders and now has over 2 million records. A major piece of work was carried out alongside the Wildlife Sites surveyors to review the habitats within Panshanger Park and carry out mapping to guide future management.
1.4	Lead the Lea Catchment Partnership and the Herts contribution to the Colne Catchment Action Network The Trust continues to play a leading role in the Lea Catchment Nature Improvement Area partnership. Work this year has focussed on the development of a project in the Stort Valley which will result in a major funding application for achieving landscape-scale conservation of the habitats and species living there. Funding from Natural England

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	<p>contributed to this work and enabled work to improve grazing and water management at Little Hallingbury Marsh Site of Special Scientific Interest.</p> <p>In the Colne, the Trust continued to support the Catchment Action Network (Colne CAN) and was a partner in the development of a bid for funding from the Heritage Lottery Fund's landscape partnership scheme.</p>
1.5	<p>Contribute to the development and implementation of the Panshanger Park Management Plan in partnership with Tarmac and Herts County Council</p> <p>The Trust continues to participate in the development of Panshanger Park to ensure that wildlife is protected and enhanced and that managed public access is created. We supported the public consultation on the future of the Park led by Tarmac in 2015 and the opening up of the new Panshanger Park Oak Trail. The People & Wildlife Officer and the Forest School Officer have played an important role in encouraging visitors to the Park.</p>
1.6	<p>Review county species and habitat priorities and actions, producing a new action plan for priority species</p> <p>As part of developing the new Strategic Plan 2016-2021 the priority habitats were reviewed. Priority habitats including chalk rivers, woodland and acid grassland have been identified, as well as 7 flagship species which reflect the variety and breadth of the work of the Trust.</p>
1.7	<p>Survey 60 Local Wildlife Sites and provide training in ID skills to volunteer surveyors</p> <p>We surveyed 39 LWS in the summer survey period and a further 18 in the newly introduced winter monitoring programme. The intention of the winter monitoring is to introduce a rolling 10 year programme where sites surveyed 10 years previously are then resurveyed to detect change, re-establish contact and provide updated management advice. Our botanical surveyors were also given training in the practical application of National Vegetation Classification analysis of woodland and grassland. This will give them new skills and improve the comparison value of reports into the future.</p>
1.8	<p>Provide land management advice to 80 landowners</p> <p>The Trust continued to provide advice to landowners, many of them through our catchment partnerships, consultancy and Local Wildlife Sites work. These included Aldwickbury Park Golf Club, Harpenden Town Council, Welwyn Hatfield Council, Stevenage Borough Council, Lee Valley Regional Park Authority, and the Colne Valley Regional Park.</p>
1.9	<p>Support, influence and help drive forward the Local Nature Partnership (LNP)</p> <p>The CEO sits on the LNP Board and the Head of Living Landscapes leads the Support Group. Further to a Board level discussion on the links between health and wellbeing and the natural environment, the Trust is developing links with the Public Health team.</p>
Strategic objective 2: to create and enhance nature reserves	
2.1	<p>MAJOR PROJECT (Stage 1 development & Stage 2 funding) King's Meads: develop a funding application to Thames Water Community Fund for nature reserve restoration and community engagement programme</p> <p>We were delighted to receive confirmation of a grant of £157,000 from Thames Water towards reintroducing positive conservation management and public engagement. Following this, negotiations with landowners within the site complex are underway to ensure that appropriate tenure arrangements are in place to allow the project to progress.</p>
2.2	<p>Deliver annual programme of Priority 1 actions on nature reserves</p> <p>We have delivered a challenging programme of enhancements to our nature reserves, including a new Chalk Stream and Heath route at Waterford Heath, re-gravelling at Lemsford Springs, new ponds at Tewin Orchard, access improvements at Willowmead</p>

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	and Uxbridge Alder glade, and coppicing at Old Park Wood. Support from our Reserve Wardens and other volunteers is critical to this.
2.3	Review nature reserves portfolio and improve tenure position of existing reserves We have reviewed our nature reserves portfolio. Three sites owned by North Herts District Council (NHDC) were managed by the Trust but the tenure had come to an end. As a result of funding restrictions and other pressures the Trust was unable to continue to cover the cost of managing these sites. NHDC therefore decided to take all three sites back into its own management so our management ceased at the end of March 2016. We have successfully purchased Tewinbury Nature Reserve from Thames Water.
2.4	Prepare Management Plans for Balls Wood, Hexton Chalkpit, Stanborough Reedmarsh, Old Park Wood, Tewin Orchard A management plan was completed for Amwell but we have not completed updated management plans for any other sites this year. This is behind schedule but reflects the gap in recruiting to the Nature Reserves Manager position and other pressures on the team.
2.5	Produce a grazing strategy with site-specific plans The grazing strategy has not been produced but instead we are in discussion with other Trusts to establish opportunities for joint working. We have also entered into a new partnership with the Essex Grazing Project, which will greatly improve the amount of grazing on several of our sites.
Strategic Objective 3: to inspire people about the natural world and encourage individual action for wildlife	
3.1	MAJOR PROJECT (Stage 1 development & Stage 2 funding) <u>Wade into Wetlands</u>: complete development of the Engaging Families Project and submit full application to the Heritage Lottery Fund A stage 1 application was submitted to the Heritage Lottery Fund but was not approved due to a need to amend priorities. This project has not been progressed further as the development of other major projects has taken priority including the development of a project in the Stort Valley and the Kings Meads project. The need to engage families is still on the agenda and being progressed through a programme of improved and targeted communications activities to support existing work with families and aid future project development.
3.2	MAJOR PROJECT (Stage 1 development) <u>Training</u>: a new project aimed at engaging and training volunteers in practical conservation and biological identification A project to encourage more biological recording is at the development stage and is being led by the Manager of the Herts Environmental Records Centre. In December we were pleased to commence a new partnership with Harpenden Town Council which is helping to manage green spaces and to encourage volunteering.
3.3	MAJOR PROJECT: (Stage 1 development) <u>Routes to Nature</u>: project aimed at engaging 17 to 24 year olds through training An application for national funding for this project was not successful due to intense competition. We continue to look for opportunities to engage this age group and will build activities into our major projects where appropriate.
3.4	Deliver three major events Wild Woods Day, Apple Day and the Festival of Wildlife Wild Woods Day was held in Stevenage and was a popular event for the local community. Apple Day brought in a wide audience who particularly enjoyed the opportunity to join a guided tour around Tewin Orchard. In partnership with the Hertfordshire Natural History Society, the Festival of Wildlife focussed on a photographic exhibition in the Verulamium Museum, providing the opportunity to engage

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	<p>with many of our partners, along with two days of activities in the park, a programme of talks and an active programme of social media and other communications. Through these events hundreds of people learned more about the Trust and our activities.</p>
3.5	<p>Membership recruitment programme to increase the number of new members and decrease attrition rates</p> <p>Our membership changed from 11,670 at end of FY15 to 12,035 at end of FY16. The attrition rate likewise changed from 8.48% to 9.4%. We continue to work closely with our membership recruitment agency, Wildlife Fundraising Central, and to monitor their performance against target.</p> <p>Over the year through our Community Talks, volunteers have delivered 44 talks to over 1,313 people. We received over £2,200 in donations and have been delighted to welcome new members who joined after hearing about our work.</p>
3.6	<p>Create new programme of member retention activities e.g. new member events, member-only activities</p> <p>We have introduced events to welcome new members to the Trust, including river dipping, an evening at Panshanger Park, Hidden Amwell, Winter Wildfowl Workshop and 'Meet the Koniks'. We also held a special event for people who have been members of the Trust for over 25 years to acknowledge and say thank you for their long term support of the Trust.</p>
3.7	<p>Improve relationship management with mid/major donors and legacy pledgers</p> <p>We are very grateful for the donations from all our supporters which include donors and legacy pledgers. Our corporate engagement programme has gone well with many partners taking part in Working for Wildlife Days which allow business staff to spend a day on site.</p>
3.8	<p>Deliver two strategically-focussed fundraising appeals</p> <p>We ran two appeals during the year. Our 'Living Lawnmowers' appeal was launched in June focussing on our need to graze our nature reserves and the role of our livestock in managing our rare habitats. In October we launched our appeal to keep bats flying. The appeals have made an important contribution to the Trust's income and we are very grateful to everyone who supported them.</p>
3.9	<p>Deliver the Forest School programme and People & Wildlife activities at Panshanger Park</p> <p>The activities run by the People and Wildlife Officer have gone from strength to strength, with over 2,800 people engaged through guided walks and fun days and 32 active volunteers supporting the new 'Panshanger Volunteers' set up by our Project Officer. The inaugural Panshanger Park Biodiversity Conference was held in February with over 50 people attending to hear five talks about the wide variety of habitats and wildlife. The Forest School has proved equally popular. A celebration of its first anniversary was held in February 2016 with Sir Oliver Heald MP attending. In the first year 24 schools and over 500 children have taken part and feedback has been very positive. Our first trainee left us, using her new forest school skills within a formal teaching role and we appointed a new trainee.</p>
3.10	<p>Deliver the My Wild Life campaign with a local focus</p> <p>We promoted the national My Wild Life campaign to encourage local action, including the 30 Days Wild promotion. In Wildlife Matters we featured Mike Clark, volunteer warden at Tewin Orchard, and Ian Carle, Manager of Herts Environmental Records Centre.</p>

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3.11	Review effectiveness of HMWT publications for increasing membership and active engagement Our Go Wild event programme has been redesigned to give greater clarity on event details and offering increased flexibility to expand the programme and promote the work of the Trust. This style will be applied to future publications. This has been alongside our broader communications work and we have seen growing engagement through social media, complimented by a regular feature in Wildlife Matters 'tweets from the field'. A highlight was a feature on BBC Countryfile covering our work at Mid Herts Golf Club.
3.12	Deliver the Nature Reserves and Local Wildlife Sites trainees scheme We were pleased to appoint another Wildlife Sites trainee and two Nature Reserve Trainees who have supported the Project and learnt new skills. They play an important role in supporting our officer team and volunteers. The Local Wildlife Sites trainee has been kept on for another 6 months to develop her skills further and to improve her input to the LWS survey programme as her skills progress.
3.13	Review the HMWT Interpretation and Access Plan to provide improved physical and intellectual access to our reserves Preparations for a trust-wide plan have been delayed while other activities have taken priority this year. Project funding has enabled some updates and improvements to individual site signage in line with our branding and developing Trust style. Improvements on site include better access and signage at Waterford Heath nature reserve.
3.14	Campaign for full and proper ecological mitigation of the impacts of High Speed Two The specific impacts on the Trust are on Broadwater Lake Nature Reserve and we have campaigned for full and proper mitigation of the impacts on wildlife and on visitors to the reserve. This includes participation in the Colne Valley Ecological Panel set up by HS2 Ltd, discussions with Nick Hurd MP and the submission and presentation of a petition to the House of Commons.
3.15	Comment upon Local Plans and planning applications seeking to influence the planning process for wildlife We have worked with local planning authorities across the area commenting on local plans and individual planning applications. Analysis of the results of our work shows 90% of our comments being taken into account in revisions to applications. We are also very pleased to see planning authorities starting to use the Biodiversity Impact Calculator which enables better evaluation of ecological impacts and mitigation.
3.16	To seek to actively engage with the Local Enterprise Partnership (LEP) We have not engaged with the LEP in FY16 but meetings are planned for early in FY17.

Operational objectives

Ongoing review and improvements to the governance of the Trust are a core role of the Chief Executive and Management Team. During the year this included a review of policies, ongoing review of the Business Continuity Plan and further enhancement of the Project Management Framework.

Hertfordshire and Middlesex Wildlife Trust Limited

Trustees' Annual Report for the year ended 31st March 2016

HEADLINE ACTIONS FOR THE TRUST FOR THE YEAR TO 31ST MARCH 2017

The headline actions for the coming year FY17 are given below. This sets out the major projects which the Trust will be developing and delivering along with an indication of how the various work streams are funded. This is shaped by the new Strategic Plan 2016-2021.

		Core funding (note 1)	Restricted funding (note 2)
STRATEGIC OBJECTIVE 1			
WILDLIFE: to protect, enhance and connect places for wildlife on nature reserves, in urban areas and across the wider countryside through positive conservation action			
1.1	Outcome: HMWT leads nature conservation in Herts & Middlesex		
	Develop projects on barbastelle bat and white admiral butterfly	✓	✓
	Deliver Living Rivers Project, including water vole and non-native species work		✓
	Deliver the Living Woods & Heaths Project		✓
1.2	Outcome: an increased overall quality and stature of our portfolio of nature reserves		
	Develop 5 nature reserves improvement projects	✓	✓
	Ensure evidence-led management of nature reserves through monitoring and use of data to inform Site Management Plans	✓	
	Deliver Affinity Water Engagement Project		✓
1.3	Outcome: increased areas of wildlife habitat in the wider countryside and urban areas		
	Provide advice on wildlife land management to 50 farmers, golf course managers, schools and local authorities	✓	✓
	Deliver the Local Wildlife Sites Programme, carrying out botanical surveys and providing management advice	✓	✓
	Continue to work with Tarmac Group on the development of Panshanger Park	✓	
1.4	Outcome: a step change in our knowledge of habitats and species		
	Host and run the Hertfordshire Environmental Records Centre		✓
	Develop the ecological evidence base by supporting volunteer recording and working with other voluntary conservation organisations	✓	
	Develop a project to encourage biological recording	✓	✓
1.5	Outcome: a positive outcome for wildlife from planning and infrastructure proposals		
	Review and comment upon local plan documents, planning applications and provide advice to planners	✓	
	Influence the design and management of new green infrastructure	✓	
	Seek to secure appropriate ecological mitigation for High Speed Two and other major infrastructure	✓	

Hertfordshire and Middlesex Wildlife Trust Limited

Trustees' Annual Report for the year ended 31st March 2016

		Core funding (note 1)	Restricted funding (note 2)
STRATEGIC OBJECTIVE 2			
PEOPLE: to inspire people to value the natural world and enable action for wildlife			
2.1	Outcome: greater support for the Trust		
	Grow and strengthen active supporter base (regular and major donors, volunteers, local fundraisers)	✓	
	Develop and improve promotional activity to grow donations from individuals, groups and corporates	✓	
	Secure grant funding to deliver the Major Project Plan and Nature Reserves Improvement Plan	✓	✓
2.2	Outcome: key decision-makers are influenced and supportive of the Trust and our objectives		
	Advocate wildlife and its conservation to local politicians, MPs, local authorities, business leaders	✓	
	Recruit community leaders, farmers and volunteers as Farmland Conservation Champions	✓	
	Play a full role within the Wildlife Trust movement in campaigning for strong protection through law and policy and on issues such as HS2	✓	
2.3	Outcome: more people are aware of the Trust and of the need for wildlife conservation		
	Grow the annual programme of walks, talks and events to increase participation and income	✓	✓
	Continue the Panshanger Park People and Wildlife Officer role	✓	✓
	Develop a project to engage families with nature, encouraging reserve visits and action for wildlife	✓	✓
2.4	Outcome: opportunities to raise awareness of the Trust and our work are maximised		
	Increase media coverage and positive PR	✓	
	Maintain and develop the website and digital media, developing online content and interactivity with supporters and the general public	✓	
	Review sales activities and evaluate potential for developing new products and income streams	✓	
2.5	Outcome: children have the chance to learn about, experience and value nature		
	Deliver and grow the Forest School at Panshanger Park		✓
	Seek funding to deliver River School		✓
	Promote wildlife gardening action linked to GIS mapping project		✓
2.6	Outcome: the number of actively involved volunteers grows		
	Build and support a network of active volunteers across the Trust's work	✓	
	Continue to support and develop our Local Groups seeking opportunities to reach new areas	✓	
	Continue to support and develop our team of Reserve Wardens	✓	

Hertfordshire and Middlesex Wildlife Trust Limited

**Trustees' Annual Report
for the year ended
31st March 2016**

		Core funding (note 1)	Restricted funding (note 2)
2.7	Outcome: people gain the chance to learn employment skills whilst helping the Trust		
	Continue to run annual trainee programme for Reserves	✓	
	Continue to run annual trainee programme for Wildlife Sites	✓	✓
	Introduce Fundraising and Communications trainee programme	✓	
2.8	Outcome: physical and intellectual access to wildlife and our reserves improves		
	Improve physical access to our nature reserves	✓	✓
	Develop an Interpretation Plan to improve understanding and enjoyment of our nature reserves	✓	✓
	Develop the 'community nature reserve' concept	✓	✓

Note 1 – Core (unrestricted) funding is money we can spend on any activity in line with our charitable objectives.

Note 2 - Restricted funding is where the provider of the money specifies exactly what it can be used for.

Hertfordshire and Middlesex Wildlife Trust Limited

Trustees' Annual Report for the year ended 31st March 2016

4 Financial Review and results for the year

Income

Overall income

Our total income this year fell slightly by £37k to £1,786k, the result of a fall in unrestricted income of £26k and restricted income of £11k.

Unrestricted income is money we can spend on any activity in line with our charitable objectives, and restricted income is where the provider of the money specifies exactly what can be done with it.

Unrestricted income (fall of £26k)

Unrestricted income comprises mainly membership subscriptions together with items such as donations, legacies, appeals and investment income.

Despite an increase in membership income of £62k (including related Gift Aid income), unrestricted income overall fell by £26k as legacy income was down by £97k.

Membership income

Total household memberships increased by 365 from 11,670 in March 2015 to 12,035 as at March 2016. We are encouraged by this upward trend, building on the increase of 223 recorded in the previous year.

The increase in our membership numbers was mainly due to our external recruiter Wildlife Fundraising Central (WFC). Formed in February 2013 and owned by a number of the Wildlife Trusts in the south-east (including HMWT), WFC have continued to build on their improved performance seen at the end of the last financial year as a result of improved recruiter training and retention. HMWT have regular communication with WFC management to review performance and discuss the challenges facing the company.

Improved membership levels must also come with a note of caution. A significant proportion of members that leave the Trust do so in their first two years of membership. In the recent past leavers have been at a relatively low level due to us recruiting fewer new members in previous years - a period of lower recruitment will be followed by a period of proportionately fewer leavers. Similarly the number of leavers will increase again in years following a rise in the number of new members recruited. Whilst the number of leavers has increased compared to last year, this is at a slightly lower rate than expected. The Trust monitors the level of leavers closely.

Membership is a key income stream for the Trust, enabling us to carry out a significant proportion of our charitable activities. The Trust are committed to retaining members through engagement and communication; a sustainable membership base is a vital platform for the Trust. We also continually look to develop new ways of recruiting members.

Legacy income

Legacy funding is hugely important to the Trust to enable us to carry out vital management of our nature reserves, plan ahead for longer-term activities, and provide match funding to unlock grants. We are very thankful for these generous gifts.

However by its nature, legacy income is a variable and unpredictable source of income. Legacy income last year was unusually high at £148k, and so the fall of £97k to £51k for FY16 was not unexpected. Management take a cautious approach with legacy income in the budgeting process due to its unpredictability, in order to avoid overstretching the Trust.

Legacy income is now held in a designated fund, as discussed later in the report.

Hertfordshire and Middlesex Wildlife Trust Limited

Trustees' Annual Report for the year ended 31st March 2016

Restricted income (overall fall of £11k)

Restricted income comprises grants and contract income from third parties given to us for specific projects, which in some cases fund staffing costs to deliver the projects, together with related third-party costs. Grant giving bodies include local authorities, central government, charitable foundations and the European Union.

Grant income fell by £16k - this income stream fluctuates each year as projects start and finish and is an area that continues to be increasingly competitive as more charities look for grant funding, government and local authority funding is reduced, and the pool of grants available is reducing.

The previous financial year included income from the HLF Woodlands for People & Wildlife project (ended September 2014) and a greater value of Landfill Community Fund projects.

We commenced a number of projects funded by Environment Agency grants during this year, such as River restoration in the Colne Valley at Denham, Lower Ash restoration, and Conserving Slimy Wrigglers - Keeping Eels moving through the River Lea Catchment.

Ongoing grant funded projects included Living Rivers and the Panshanger Park Forest School.

Restricted income from fees and contracts recorded a slight increase from £149k to £154k. This category includes income generated by our Herts Environmental Records Centre (HERC) and the funding of a People & Wildlife Officer at Panshanger Park.

A detailed breakdown of restricted grant income by funder can be found in Note 4, along with the movement in restricted reserves, broken down by project, in Note 16.

Expenditure

Trustees continue to be keen to ensure that whilst satisfying our strategic objectives remains paramount, proper caution and control with regard to expenditure should be maintained where possible.

Raising funds

Expenditure on raising funds increased a net £25k from £496k to £521k.

This was driven by higher commission costs on increased WFC membership recruitment of £57k – commission due on membership recruitment is paid upon the member joining and hence when we recruit a higher level of new members, as we have done this year, we have a higher level of commission charges. The Trust have invested significantly in recruiting members with the aim of securing membership income in future years.

We have been able to offset some of this increase with small expenditure savings in a number of other areas, such as marketing, where we have been able to bring some work in-house.

Charitable activities

Expenditure on our charitable activities is broadly in line with last year, with a slight fall of £13k from £1,120k to £1,107k.

We have spent £18k more on nature reserves expenditure. This relatively small net increase does not do justice to the huge amount of work that has been carried out on our nature reserves and the wider countryside during the year, both by HMWT staff and by external contractors. This work included infrastructure surveying and a number of catch up repairs and improvements. Details of some of our work can be found in the review of the year in the earlier part of the Trustee's Annual Report.

The cost of publications, newsletters and publicity fell £30k. This is the combination of a number of factors, including one-off project expenditure that we incurred in the previous financial year, and savings made this year through changes to our publications Wildlife Matters and Go Wild.

Hertfordshire and Middlesex Wildlife Trust Limited

Trustees' Annual Report for the year ended 31st March 2016

Governance costs

Following the change introduced by FRS 102, Governance costs are now allocated to Raising funds and Charitable activities in the Statement of Financial Activities (SoFA). These costs were previously disclosed separately in the SoFA - details of Governance costs can be found in Note 5. The level of Governance expenditure remains consistent with FY15 at 4% of total expenditure.

Total expenditure

Compared to last year, we spent £123k less on restricted work. This is partly due to delays to work beyond our control, such as awaiting landowner/agency permissions, together with a slight fall in grant income this year. Last year's accounts included expenditure on the Woodlands for People & Wildlife project which ended in September 2014.

However, unrestricted expenditure increased £135k as a result of the additional expenditure on membership recruitment and nature reserves infrastructure work.

Financial Position as at 31 March 2016

Overall there was a surplus for the year of £157k, all of which related to restricted funds (relating to timing of expenditure). Our total funds at 31 March 2016 are £3,261k, comprising General Funds of £917k, Designated Funds £604k (both of which are unrestricted) and Restricted Funds of £1,740k.

Designated Funds

Designated funds are part of the unrestricted funds which Trustees have earmarked for a particular project or use, without restricting or committing the funds legally. The designation may be cancelled by the Trustees if they later decide that the Trust should not proceed or continue with the use or project for which the funds were designated.

The Trust has two designated funds – the Development Fund, and a new fund created in the year called the Legacy Fund. £405k and £199k respectively were held in these at the end of the financial year.

The Development Fund is designed to allow the Trust to take advantage of opportunities that will further its objectives as they occur.

Finance & Resources Committee approved the creation of the Legacy Fund in October 15 and agreed that all legacy income would be transferred into this fund each year, starting with the legacy income received last year. The aim of this fund is to ensure that the visibility of legacy income is not lost and to highlight what the legacies we receive are actually used for. Projects to be funded from the Legacy Fund will be considered annually as part of the budgeting process, and as requirements/opportunities arise. £148k (last year's legacy income) has been transferred into the fund from General Funds during the year, along with this year's legacy income of £51k.

As shown in Note 17, expenditure of £40k has been charged to the Trust's Development Fund this year, with a large part relating to the nature reserves infrastructure work mentioned earlier in the report. This is an investment in the long-term condition of the infrastructure.

Approximately £75k of the Development Fund and £30k of the Legacy Fund is planned to be spent in the year ended 31 March 2017, covering work on nature reserves, membership and fundraising development, and urgent repairs to Grebe House.

Hertfordshire and Middlesex Wildlife Trust Limited

Trustees' Annual Report for the year ended 31st March 2016

Restricted Funds

The Trust held £1,740k of restricted funds at 31 March 2016. These funds are analysed in Note 16. The value of funds has increased from £1,583k at 31 March 2015 due to timing differences between income and expenditure on projects such as the Herts Environmental Records Centre and Panshanger Park Forest School, together with expenditure being delayed on a number of significant projects due to external factors. These timing differences will all unwind in future years as we spend the reserves.

Restricted funds cash is held in cash or cash equivalents in accordance with the Trust's Financial Reserves policy.

Financial Reserves Policy

Financial reserves are defined as that part of our unrestricted funds (including designated funds) that are available to spend on any of the Trust's purposes. Accordingly it excludes restricted funds and any tangible fixed assets purchased using unrestricted monies.

As a result of the most recent strategic review the Trustees have decided that we need to maintain:

- adequate financial resources to meet our financial needs for the next 12 months ('short-term funds')
- we should set aside additional financial reserves to fund one off projects that may arise during the strategic plan period of 2016 to 2021 ('medium-term funds')
- we should invest our remaining financial reserves to create an endowment which will provide income to ensure that the Trust can fulfil its ongoing wildlife and people projects even if our income reduces in the short term ('long-term funds')

Short-term funds must be maintained at a level to cover next year's budgeted unrestricted (including designated) cash outflows together with any financial or capital investments to be made in that period. They must be maintained in cash or cash equivalents (convertible to cash within 3 months).

At 31 March 2016, total unrestricted cash and equivalents stand at £399k; this level meets the Trust's short-term unrestricted requirements for the year to 31 March 2017.

Medium-term funds set aside to fund one-off projects over the strategic plan 2016 to 2021 may be invested in asset classes with higher risk than cash, but not entirely in equities.

At 31 March 2016, £241k of unrestricted funds are held in medium-term investments (primarily in fixed income assets) and £233k in a 12 month notice account (renewed April 2016).

Long-term funds set aside to create an endowment may be invested in equities.

At 31 March 2016 £548k of unrestricted funds are held in long-term investments (primarily in equities).

Analysis of our financial reserves can be found in Note 15.

Our level of financial reserves is reviewed by the Finance & Resources Committee (FRC) as part of the annual budget approval process to ensure that the Trustees are comfortable with the level of financial reserves being maintained by the Trust.

Additional reviews are required if the Trust's strategy is changed or if any significant unexpected events occur.

Hertfordshire and Middlesex Wildlife Trust Limited

Trustees' Annual Report for the year ended 31st March 2016

Our financial investment policy

Our financial investment policy is focused on the need to provide appropriate short term cash resources for the Trust to carry out its present and future activities effectively, together with the management of an acceptable level of investment risk on funds that we do not need in the short term to generate an income for the Trust, along with capital growth.

We have reviewed in detail how we implement this investment policy. As a result the Trustees decided that we should invest funds, not required for our immediate short-term needs, with a specialist charity investment manager, Sarasin & Partners, whilst retaining our existing investments held with BlackRock.

Sarasin & Partners are a London based investment manager with approximately £5.3 billion of charity and not-for-profit funds under management. They are authorised and regulated by the UK Financial Conduct Authority.

A number of our fellow wildlife trusts, including RSWT, already invest with Sarasin & Partners.

Our investment policy is reviewed annually by the FRC. It will also be reviewed at other times if there are substantive changes to the finances of the Trust. Should any changes be necessary they will be recommended to Council.

We began investing with Sarasin & Partners in July 2015, with a phased investment plan agreed with Council to allow us to monitor progress and make any changes as required.

Investments are made into two funds - these are both Common Investment Funds:

- **Alpha Endowment fund** (long-term funds) – the objective of this fund is to achieve long-term capital growth whilst also generating a level of income. Assets are primarily held in UK and Global equities. 75% of our investments are made into this fund, with £495k invested at 31 March 2016.

The value of these investments at 31 March 2016 (£495k) was consistent with the amount invested, and so no gain/loss was recorded. The estimated income % for the year was 3.3%.

- **Alpha Income fund** (medium-term funds) – the objective of this fund is to achieve a consistently attractive level of income coupled with the potential for long term capital appreciation, whilst aiming to preserve the value of the capital over the shorter term. It is fixed interest orientated, with the remainder in a mix of global equities, convertible bonds and cash. 25% of our investments are made into this fund, with £165k invested at 31 March 2016.

The value of the investments at 31 March 2016 (£167k) represented a £2k gain on the amount invested in the fund. The estimated income % for the year was 3.8%.

The Sarasin Alpha funds follow a socially responsible and ethical investment policy.

Details of movements in our investments can be found in Note 11.

Hertfordshire and Middlesex Wildlife Trust Limited

Trustees' Annual Report for the year ended 31st March 2016

Statement of Trustees' Responsibilities for the year ended 31 March 2016

The Trustees (who are also Directors of Hertfordshire and Middlesex Wildlife Trust for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires Trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charitable company and of the incoming and outgoing resources and application of their resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The directors are responsible for the maintenance and integrity of the Trustees' Annual Report and Financial Statements published on the Charity's website. Legislation in the UK concerning the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The responsibility for preparing this Annual Report rests with the charity's Trustees. It is taken to the June 2016 meeting of Council for approval.

Disclosure of information to auditors

So far as the Trustees are aware, there is no relevant audit information of which the charity's auditors are unaware. The Trustees have taken all the steps that they ought to have taken as Trustees in order to make themselves aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

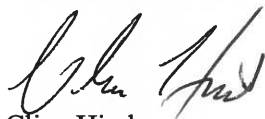
Auditors

Mazars have indicated their willingness to continue in office and in accordance with the provisions of the Companies Act, it is proposed that they be re-appointed auditors for the ensuing year.

Statement for small companies

This Trustees' report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption provided by section 414B(b) of the Companies Act 2006.

Approved by the Council of Management on 30 JUNE 2016
and signed on its behalf by



Clive Hinds
Treasurer

Independent auditor's report to the Members and Trustees of Hertfordshire and Middlesex Wildlife Trust

We have audited the financial statements of Hertfordshire and Middlesex Wildlife Trust Limited for the year ended 31 March 2016 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Respective responsibilities of Trustees and auditors

As explained more fully in the Trustees' Responsibilities Statement set out on page 24, the Trustees (who are also the Directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors. This report is made solely to the charity's members as a body in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charity'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 charity and the charity's members as a body for our audit work, for this report, or for the opinions we have formed.

Scope of the audit of the financial statements

A description of the scope of an audit of financial statements is provided on the Financial Reporting Council's web-site at www.frc.org.uk/auditscopeukprivate.

Opinion on the financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2016 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Opinion on the other matter prescribed by the Companies Act 2006

In our opinion the information given in the Trustees' Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

Independent auditor's report to the Members and Trustees of Hertfordshire and Middlesex Wildlife Trust

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the Trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption in preparing the Trustees' Report.



Stephen Brown (Senior Statutory Auditor)
for and on behalf of Mazars LLP
Chartered Accountants and Statutory Auditor

The Pinnacle
160 Midsummer Boulevard
Milton Keynes
MK9 1FF

Date 14 July 2016

Hertfordshire and Middlesex Wildlife Trust Limited

Statement of Financial Activities for the year ended 31 March 2016

	Note	Unrestricted Funds £000	Restricted Funds £000	Total 2016 £000	Total 2015 £000
<u>Income from</u>					
- Donations and legacies:					
Membership subscriptions	2	984	-	984	922
Donations, gifts and grants	4	97	-	97	106
Legacies		51	-	51	148
- Other trading activities:					
Fundraising activities		48	-	48	40
Investment and other income	6	27	-	27	21
- Income from charitable activities:					
Grants	4	-	381	381	397
Fees and contracts		44	154	198	189
Total income		1,251	535	1,786	1,823
<u>Expenditure on</u>					
Costs of raising funds	5	520	1	521	496
Expenditure on charitable activities:					
Conservation and nature reserves	5	730	377	1,107	1,120
Total expenditure		1,250	378	1,628	1,616
Net income/(expenditure) and net movement in funds before gains and losses on investments		1	157	158	207
Net Gains/(Losses) on investments	11a/17	(1)	-	(1)	8
Net movement in funds		-	157	157	215
Fund balances brought forward		1,521	1,583	3,104	2,889
Fund balances carried forward		1,521	1,740	3,261	3,104

All of the above results are derived from continuing activities.

There are no recognised gains and losses in the year other than those recorded above.

Movements in funds are shown above and in notes 16 and 17 to the financial statements.

The information presented within the Statement of Financial Activities for the year ended 31 March 2016 is equivalent to that which would have to be disclosed in an income and expenditure account and accordingly a separate income and expenditure account has not been presented, as permitted by Companies Act 2006.

The comparative SoFA for 2015 can be found in note 3.

The notes on pages 30 to 43 form part of these financial statements.

Hertfordshire and Middlesex Wildlife Trust Limited

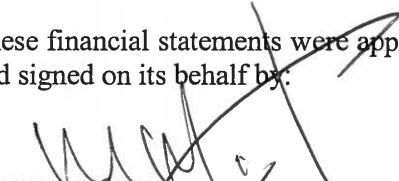

Balance Sheet as at 31 March 2016

Company number: 816710

	Note	31 March 2016 £000	31 March 2016 £000	31 March 2015 £000	31 March 2015 £000
Fixed Assets					
Tangible fixed assets	9		209		203
Nature reserves	10		1,334		1,329
Investments	11		789		131
			<u>2,332</u>		<u>1,663</u>
Current Assets					
Stock		-		1	
Debtors	12	326		330	
Short term investments	13	233		453	
Cash and cash equivalents	13	822		1,173	
		<u>1,381</u>		<u>1,957</u>	
Creditors: Amounts falling due within one year	14	<u>(452)</u>		<u>(516)</u>	
Net Current Assets			<u>929</u>		<u>1,441</u>
Net Assets			<u><u>3,261</u></u>		<u><u>3,104</u></u>
Funds					
Restricted funds	16		1,740		1,583
Unrestricted funds:					
General funds	17		917		1,076
Designated funds	17		604		445
Total Funds			<u><u>3,261</u></u>		<u><u>3,104</u></u>

These financial statements have been prepared with the special provision of part 15 of the Companies Act 2006 relating to small entities.

These financial statements were approved and authorised for issue by the Council of Management on 30 JUNE and signed on its behalf by: 2016

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M. Master (Chairman)

C. Hinds (Treasurer)

The notes on pages 30 to 43 form part of these financial statements.

Hertfordshire and Middlesex Wildlife Trust Limited

Statement of Cash Flows at 31 March 2016

	Note	31 March 2016 £000	31 March 2016 £000	31 March 2015 £000	31 March 2015 £000
Cash flows from operating activities:					
Net cash provided by (used in) operating activities		157		215	
Adjustments for:					
Depreciation	6	16		16	
(Gains)/losses on investments	11a	1		(8)	
Investment manager fees	11a	1		-	
Investment and interest income	6	(27)		(21)	
Loss/(profit) on the sale of fixed assets	6	(1)		-	
Trade and other receivables	12	4		(134)	
Stock		1		-	
Trade and other payables (excl. financing activities)	14	(67)		22	
Cash generated from operating activities			85		90
Cash flows from investing activities:					
Investment and interest income	6	27		21	
Proceeds from the sale of property, plant and equipment	6	1		-	
Purchase of property, plant and equipment	9	(22)		-	
Purchase of nature reserve	10	(5)		-	
Proceeds from the sale of investments		-		-	
Purchase of investments	11a	(660)		-	
Cash placed in fixed notice accounts (>3 months notice)	13	(3)		(198)	
Return of cash from fixed notice accounts	13	223		-	
Net cash provided by (used in) investing activities			(439)		(177)
Cash flows from financing activities:					
Repayments of borrowing	14	(1)		-	
Net cash inflows from new borrowing	14	4		-	
Receipt of endowment		-		-	
Net cash provided by (used in) financing activities			3		-
Change in cash and cash equivalents in the reporting period			(351)		(87)
Cash and cash equivalents at the beginning of the reporting period			1,173		1,260
Cash and cash equivalents at the end of the reporting period			<u>822</u>		<u>1,173</u>

Hertfordshire and Middlesex Wildlife Trust Limited

Notes forming part of the Financial Statements for the year ended 31 March 2016

1 Accounting Policies

General information

Hertfordshire and Middlesex Wildlife Trust Limited is a company limited by guarantee, incorporated in England and Wales. The address of its registered office and principal place of business is disclosed in the company information.

Hertfordshire and Middlesex Wildlife Trust Limited is also a charity, registered with the Charity Commission (England and Wales). The principal activity of the charity is to advance, promote and further the conservation, maintenance and protection of wildlife and its habitats.

The financial statements are presented in Sterling and this is the functional currency of the charity.

Basis of Preparation

The financial statements have been prepared under the historical cost convention, and in accordance with applicable accounting standards. In preparing the financial statements the charity follows best practice as set out in the Statement of Recommended Practice: 'Accounting and Reporting by Charities' (SORP), the Financial Reporting Standard applicable in the United Kingdom and Ireland (FRS102) and the Charities and Companies Acts.

The following accounting policies have been applied consistently in dealing with items which are considered material in relation to the company's financial statements.

- a) Voluntary income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when received. Membership subscriptions are included in the accounts in the period in which they are received.
- b) Revenue grants are credited to incoming resources when they are receivable.
- c) Income from legacies is included within the financial statements when the charity is legally entitled to the income and the amount can be quantified at the year end with reasonable accuracy.
- d) Grants for the purchase of fixed assets are credited to restricted incoming resources when receivable.
- e) Costs of raising funds comprise the costs incurred through promoting membership and seeking donations to the Trust.
- f) Governance, finance and office costs (including relevant staff costs) are allocated to activities within the categories based on the average number of staff involved in those activities.
- g) Depreciation is provided on tangible fixed assets at rates calculated to write each asset down to its estimated residual value over its expected useful life, as follows:

Leasehold property (Grebe House)	straight line over 99 years
Reserves infrastructure	4% straight line basis
Motor vehicle	25% straight line basis
Plant	20% straight line basis
Office equipment	20% straight line basis
Computer equipment	20% straight line basis
Office refurbishment	10% straight line basis
Nature reserves	nil
Assets in the course of construction	nil

Hertfordshire and Middlesex Wildlife Trust Limited

Notes forming part of the Financial Statements for the year ended 31 March 2016

- h) Tangible fixed assets costing more than £3,000 are capitalised.
- Grebe House leasehold property was acquired in 1981 on a 99 year lease. The net book value of the lease at 31 March 2016 was £86,000 (2015: £87,000). In the event that the Trust vacates the premises the lease will automatically revert to the Council of the District of St Albans, and there is no guarantee that compensation will be receivable. In view of this uncertainty the Trustees have decided to carry the leasehold at its net book value.
- i) The Trust holds nature reserves in furtherance of the charitable objects of the Trust. These assets cannot be readily sold and so in the normal operations of the Trust are not available for other use. The Trustees consider that owing to the incomparable nature of these reserves, conventional valuation approaches lack sufficient reliability and that, even if valuations could be obtained, the costs would be onerous compared with the additional benefits derived by the Trust and users of the accounts. The figures in the accounts represent the cost or valuation of the asset on acquisition where available, or where this is not available are included at the historic book cost.
- With the exception of expenditure on major reserves infrastructure works, expenditure on constructions within the nature reserve are written off as expenditure during the year. It is the Council of Management's view that it should not be capitalised due to their vulnerability to vandalism.
- j) Stock is held at the lower of cost and net realisable value, and represents products for resale.
- k) Debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.
- l) Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any trade discounts due.
- m) The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.
- n) Cash and cash equivalents are cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.
- o) Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund, together with a fair allocation of overheads and support costs.
- p) Unrestricted funds represent subscriptions, donations and other income received for charitable purposes.
- q) Designated funds comprise of unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of designated funds is set out in the notes to the financial statements.
- r) The Trust makes payments to the defined contribution personal pension plans of employees who have joined the plan. The charge for the year represents the total payments made.
- s) Life members' subscriptions are written off over 20 years.
- t) Rentals payable under operating leases are charged to the Statement of Financial Activities in the period in which they fall due.
- u) Investments are stated at market value. Unrealised gains/losses on the annual revaluation are transferred to reserves. Income from investments is recognised when it becomes receivable.
- v) Incoming resources are shown net of VAT.
- w) Irrecoverable VAT is identified as a cost and allocated to the appropriate costs.

Hertfordshire and Middlesex Wildlife Trust Limited

Notes forming part of the Financial Statements for the year ended 31 March 2016

x) Judgments in applying accounting policies and key sources of estimation uncertainty

In applying the company's accounting policies, the directors are required to make judgements, estimates and assumptions in determining reliable evidence available at the time when the decisions are made, and are based on historical experience and other factors that are considered to be applicable. Due to inherent subjectivity involved in making such judgements, estimates and assumptions, the actual results and outcomes may differ.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised, if the revision affects only that period, or in the period of the revision and future periods, if the revision affects both current and future periods.

The key estimates and assumptions made in these accounts are:

- Nature reserves are shown at the cost or valuation of the asset on acquisition where available, or where this is not available are included at the historic book cost;
- Depreciation is calculated on a straight line basis, based on management's best estimate of the useful economic lives of assets – depreciation rates can be found above in note g.

Hertfordshire and Middlesex Wildlife Trust Limited

Notes forming part of the Financial Statements for the year ended 31 March 2016

Transition to FRS102

In preparing the accounts, the Trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP, a restatement of comparative items was needed. No restatements were required. In accordance with the requirements of FRS 102 a reconciliation of opening balances and net income/(expenditure) for the year is provided with the net income/(expenditure) under previous GAAP adjusted for the presentation of investment gains/ (losses) as a component of reported income.

Reconciliation of reported net income	£'000
Net income/(expenditure) as previously stated	207
Adjustment for gains/(losses) on investments now treated as a component of net income	8
	<hr/>
2015 net income as restated	215
	<hr/> <hr/>

2. Household Memberships

	2016	2015
Total Memberships at the start of the year	11,670	11,447
Net change	365	223
	<hr/>	<hr/>
Total Memberships at the end of the year	12,035	11,670
	<hr/> <hr/>	<hr/> <hr/>

Hertfordshire and Middlesex Wildlife Trust Limited

Notes forming part of the Financial Statements for the year ended 31 March 2016

3. Comparative Statement of Financial Activities

	Unrestricted Funds £000	Restricted Funds £000	Total 2015 £000
<u>Income from</u>			
- Donations and legacies:			
Membership subscriptions	922	-	922
Donations, gifts and grants	106	-	106
Legacies	148	-	148
- Other trading activities:			
Fundraising activities	40	-	40
Investment and other income	21	-	21
- Income from charitable activities:			
Grants	-	397	397
Fees and contracts	40	149	189
Total income	1,277	546	1,823
<u>Expenditure on</u>			
Costs of raising funds	486	10	496
Expenditure on charitable activities:			
Conservation and nature reserves	629	491	1,120
Total expenditure	1,115	501	1,616
Net income/(expenditure) and net movement in funds before gains and losses on investments	162	45	207
Net Gains/(Losses) on investments	8	-	8
Net movement in funds	170	45	215
Fund balances brought forward	1,351	1,538	2,889
Fund balances carried forward	1,521	1,583	3,104

Hertfordshire and Middlesex Wildlife Trust Limited

Notes forming part of the Financial Statements for the year ended 31 March 2016

4. Grants and Donations

	Unrestricted 2016 £000	Restricted 2016 £000	Total 2016 £000	Total 2015 £000
Biffa Award	-	5	5	22
CEMEX Community Fund	-	14	14	-
City Bridge Trust	-	-	-	10
Environment Agency	-	227	227	104
Forestry Commission	-	-	-	15
Heritage Lottery Fund (Catalyst Small Grants project)	-	-	-	10
Heritage Lottery Fund (Woodlands for People & Wildlife)	-	-	-	56
Hertfordshire County Council	21	1	22	30
Natural England	-	12	12	36
Rural Payments Agency (Defra) (Higher Level Stewardship, Basic Payment Scheme)	29	-	29	41
Tarmac Trading Ltd	-	70	70	35
UK Power Networks (Operations) Ltd	-	-	-	10
Veolia Environmental Trust	-	-	-	18
Other	47	52	99	116
	<u>97</u>	<u>381</u>	<u>478</u>	<u>503</u>
Shown in the SoFA as follows:				
Donations, gifts and grants	97	-	97	106
Grants	-	381	381	397
	<u>97</u>	<u>381</u>	<u>478</u>	<u>503</u>

Grants/donations exceeding £10,000 per funder in either the year ended 31 March 2016 or 31 March 2015 have been disclosed separately in the above schedule, with anything below this included within Other.

Hertfordshire and Middlesex Wildlife Trust Limited

Notes forming part of the Financial Statements for the year ended 31 March 2016

5. Analysis of Total Resources Expended

	Note	Expenditure on Raising funds 2016 £000	Expenditure on Charitable activities 2016 £000	Governance 2016 £000	Total 2016 £000	Total 2015 £000
Direct costs:						
Staff & volunteer costs	7	240	528	4	772	772
Nature reserves and project expenditure		-	257	-	257	239
Publications, newsletters & publicity		17	56	-	73	110
Annual contribution to Royal Society of Wildlife Trusts		-	45	-	45	44
Depreciation	6/9	1	15	-	16	16
Membership recruitment and servicing		173	-	-	173	125
Audit and accountancy fees	6	-	-	7	7	7
Council expenses		-	-	1	1	2
Sub total		431	901	12	1,344	1,315
Support costs:						
Staff & volunteer costs	7	40	97	34	171	164
Finance		2	3	2	7	9
Office		19	47	14	80	87
Information technology		5	11	4	20	23
Legal and professional fees		4	2	-	6	18
Sub total		70	160	54	284	301
Total		501	1,061	66	1,628	1,616
Allocation of Governance costs		20	46	(66)	-	
Total per SoFA		521	1,107	-	1,628	1,616

Governance costs are allocated to activities within the categories based on the average number of staff involved in those activities.

Hertfordshire and Middlesex Wildlife Trust Limited

Notes forming part of the Financial Statements for the year ended 31 March 2016

6. Net Incoming Resources for the Year

	2016 £000	2015 £000
Net incoming resources are stated after charging:		
Auditors' remuneration		
- statutory audit	6	6
- other services	1	1
Operating lease rentals		
- plant and machinery	13	13
- other	8	8
Depreciation – owned assets	15	16
– finance lease	1	-
	<u>28</u>	<u>21</u>
and crediting:		
Profit on disposal of fixed assets	1	-
Interest receivable	1	1
Investment income	26	20
	<u>28</u>	<u>21</u>

7. Staff Costs and Numbers

	2016 £000	2015 £000
Salaries	774	769
Redundancy costs	9	3
Social security costs	73	76
Employer's pension	53	50
	<u>909</u>	<u>898</u>

No employee received in excess of £60,000 during the year.

The average number of full time equivalent employees during the year was:

	2016 No.	2015 No.
Conservation and Nature Reserves	10	10
Support and Administration	6	5
Fundraising and Publicity	7	8
Projects	7	7
	<u>30</u>	<u>30</u>

Termination payments are recognised when a commitment to pay them arises. During the year one (2015: one) member of staff received a severance package.

The Trust considers its key management personnel comprise the Chief Executive Officer and senior management team (Head of Living Landscapes, Head of Fundraising & Communications, Finance Manager and Office Manager). The total employment benefits including employer pension contributions of the key management personnel were £246,142 for five posts (2015: £226,363 for four posts). In January 2015 the role of Head of Finance and Administration was split out into Finance Manager and Office Manager roles.

Hertfordshire and Middlesex Wildlife Trust Limited

Notes forming part of the Financial Statements for the year ended 31 March 2016

8. Taxation

All income is applied for charitable purposes and therefore the charity is exempt from corporation tax.

9. Tangible Fixed Assets

	Land, Buildings & Reserves Infrastructure £000	Office Equipment £000	Motor Vehicles £000	Plant and Equipment £000	Total £000
Cost					
At 1 April 2015	234	19	43	31	327
Additions	-	5	17	-	22
Disposals	-	-	(14)	(2)	(16)
At 31 March 2016	<u>234</u>	<u>24</u>	<u>46</u>	<u>29</u>	<u>333</u>
Depreciation					
At 1 April 2015	54	13	34	23	124
Charge for the year	5	4	5	2	16
Eliminated on disposals	-	-	(14)	(2)	(16)
At 31 March 2016	<u>59</u>	<u>17</u>	<u>25</u>	<u>23</u>	<u>124</u>
Net Book Value					
At 31 March 2016	<u>175</u>	<u>7</u>	<u>21</u>	<u>6</u>	<u>209</u>
At 31 March 2015	<u>180</u>	<u>6</u>	<u>9</u>	<u>8</u>	<u>203</u>

The net book value of assets held under finance leases are as follows:

	2016 £000	2015 £000
Office equipment	<u>3</u>	<u>-</u>

10. Nature Reserves

	2016 £000	2015 £000
Nature Reserves at 31 March	<u>1,334</u>	<u>1,329</u>

During the year, the Trust purchased land at Tewinbury nature reserve costing £5k.

The Trust's nature reserves are held to advance the conservation objectives of the charity. Such assets are central to the achievements of the Trust. Trustees believe that the cost of £1,334k is not materially overstated.

Hertfordshire and Middlesex Wildlife Trust Limited

Notes forming part of the Financial Statements for the year ended 31 March 2016

11. Fixed Asset Investments

	2016 £000	2015 £000
Listed investments (a)	774	116
Loan to Wildlife Fundraising (Central) Ltd (b)	15	15
Total	<u>789</u>	<u>131</u>

a) Listed Investments

	2016 £000	2015 £000
Market value at 1st April	116	108
Additions	660	-
Unrealised (losses)/gains	(1)	8
Investment manager fees	(1)	-
Market value at 31 March	<u>774</u>	<u>116</u>
Historical cost at 31 March	<u>738</u>	<u>78</u>

The funds are held in the UK by BlackRock and Sarasin investment managers.

b) Loan to Associated Company

On 20 March 2013 the Trust advanced a loan of £15,000 as the first tranche of funding of Wildlife Fundraising (Central) Limited as required by the Loan Agreement dated 28 January 2013. This is a company established by a number of the Wildlife Trusts (including the Trust) in the south-east to recruit new members.

A second tranche of £10,000 was due by 1st February 2014, however it is no longer expected to be called upon. This loan is secured under a mortgage security deed over the assets of the said company. The loan is repayable no later than 28 January 2020.

12. Debtors

Due within one year:	2016 £000	2015 £000
Trade debtors	89	110
Income tax recoverable	52	45
Prepayments and accrued income	185	175
	<u>326</u>	<u>330</u>

Hertfordshire and Middlesex Wildlife Trust Limited

Notes forming part of the Financial Statements for the year ended 31 March 2016

13. Short term investments and Cash and Cash equivalents

	2016 £000	2015 £000
Short term investments:		
Fixed notice accounts (notice exceeding 3 months)	<u>233</u>	<u>453</u>
Cash and Cash equivalents:		
Cash in hand	2	2
Current accounts	820	1,171
	<u>822</u>	<u>1,173</u>

14. Creditors: Amounts falling due within one year

	2016 £000	2015 £000
Life Members' Subscriptions	13	12
Trade creditors	133	114
Other creditors, accruals and deferred income	280	370
Taxation and social security	26	20
	<u>452</u>	<u>516</u>

15. Analysis of Net Assets between Funds

	Restricted Funds £000	Unrestricted Funds Designated £000	General £000	Total Funds £000
Fund balances at 31 March 2016 as represented by:				
Fixed assets	119	3	87	209
Nature Reserves	1,334	-	-	1,334
Investments	-	241	548	789
Cash and Cash equivalents	423	128	271	822
Short term investments (fixed notice account)	-	233	-	233
Net current assets/(liabilities)	(136)	(1)	11	(126)
Total Net Assets	<u>1,740</u>	<u>604</u>	<u>917</u>	<u>3,261</u>

Hertfordshire and Middlesex Wildlife Trust Limited

Notes forming part of the Financial Statements for the year ended 31 March 2016

16. Restricted Funds

Restricted funds represent amounts received for ongoing wildlife conservation projects and Hertfordshire Environmental Records Centre contributions, together with amounts received in the past for capital projects.

These are grants, donations and fees received for specific purposes, unspent amounts of which are carried forward to be spent in subsequent financial years. Funds were received in the year for specific wildlife conservation projects on the Trust's reserves as well as county-wide initiatives in Hertfordshire and Middlesex.

	At 1 April 2015 £000	Income £000	Expenses £000	At 31 March 2016 £000
Wildlife Conservation Project Funds				
Catchment Hosting (Upper / Upper Lower Lea)	-	11	(10)	1
Conserving Slimy Wrigglers – keeping Eels moving through the River Lea Catchment	-	29	(6)	23
Engaging communities in the restoration of a chalk river at Waterford Heath	-	14	(14)	-
Gobions Wood maintenance	20	-	(4)	16
Hertfordshire Environmental Records Centre (HERC)	47	96	(71)	72
Little Hallingbury Marsh maintenance	-	10	(8)	2
Living Rivers	2	50	(6)	46
Lower Ash restoration	-	37	(6)	31
Panshanger Park Forest School	10	70	(53)	27
Panshanger Park People & Wildlife Officer	-	35	(35)	-
River restoration in the Colne Valley at Denham	-	36	(13)	23
Thorley Wash maintenance	15	-	(13)	2
Upper Mimram restoration	-	27	(17)	10
Welcoming Water Voles to Thorley Wash	-	12	(9)	3
Other	39	103	(108)	34
	<u>133</u>	<u>530</u>	<u>(373)</u>	<u>290</u>
Capital Funds				
Nature Reserves Fund	1,275	5	-	1,280
Nature Reserves Infrastructure	93	-	(4)	89
Public Appeal Fund	82	-	(1)	81
Total	<u>1,583</u>	<u>535</u>	<u>(378)</u>	<u>1,740</u>

Projects with income exceeding £10,000 and/or those with balances exceeding £10,000 at 31 March 2016 have been disclosed separately in the above schedule. Projects below these figures have been included within Other.

The Nature Reserves Fund represents Nature Reserves which have been acquired by the Trust or gifted or bequeathed to the Trust.

Nature Reserves Infrastructure represents capitalised costs on the construction of Thorley Bridge.

The Public Appeal Fund represents funds used for the acquisition of Grebe House.

Hertfordshire and Middlesex Wildlife Trust Limited

Notes forming part of the Financial Statements for the year ended 31 March 2016

17. Total Funds

	At 1st April 2015 £000	Income £000	Expenses £000	Transfer £000	Investment gains / (losses) £000	At 31 March 2016 £000
Restricted Funds (note 16)	1,583	535	(378)	-	-	1,740
Unrestricted Funds:						
General Fund	1,076	1,251	(1,210)	(199)	(1)	917
Development Fund	445	-	(40)	-	-	405
Legacy Fund	-	-	-	199	-	199
Total Unrestricted Funds	1,521	1,251	(1,250)	-	(1)	1,521
Total Funds	3,104	1,786	(1,628)	-	(1)	3,261

The Development Fund represents designated funds set aside by the Trustees to support the delivery of objectives within the Strategic Plan.

The Legacy Fund was set up in October 15. The aim of this fund is to ensure that the visibility of legacy income is not lost and to highlight what the legacies we receive are actually used for. Projects to be funded from the Legacy Fund will be considered annually as part of the budgeting process, and as requirements/opportunities arise.

18. Pension Commitments

The charity provides a defined contribution money purchase pension scheme, the assets of which are held separately from those of the company in an independently administered fund. Contributions totalling £53,315 (2015: £49,704) were paid during the year.

19. Future Financial Commitments

At 31 March 2016 the Trust had annual commitments under non-cancellable operating leases as set out below:

	2016		2015	
	Land and buildings £000	Other £000	Land and buildings £000	Other £000
Operating leases which expire:				
Within one year	4	12	7	11
Between one and five years	1	6	5	8
	<u>5</u>	<u>18</u>	<u>12</u>	<u>19</u>

20. Contingent Liabilities

As a result of the recent infrastructure surveying, the Trust is aware of some major work required to a bridge at Purwell Ninesprings, the cost of which is currently uncertain, but could be substantial. It is likely this work may need to be carried out in the next two years.

Hertfordshire and Middlesex Wildlife Trust Limited

Notes forming part of the Financial Statements for the year ended 31 March 2016

21. Branches

The Trust has three branches (Harrow, Mid Herts and North Herts) (2015: three). In 2016, three branches submitted returns (2015: three). All these have been included in the financial statements.

22. Transactions with members of the Council of Management

During the year expenses totalling £1,096 were paid to two members of the Council of Management for travelling (2015: £1,559 paid to two members). No remuneration has been paid in the year (2015: £nil).

During the year the Trust contracted some work on a Healthy Walks project, funded by Big Lottery Fund - Awards for All, to Heidi Russell-Jones, daughter of Peter Delaloye (a Trustee). The project was completed in May 2015.

The value of work included in the accounts for the year ended 31 March 2016 is £730, representing 36.5 hours of work (2015: £2,400 representing 120 hours of work).

Unconditional donations received from Trustees during the year amounted to £665 (4 Trustees) and in 2015 £525 (3 Trustees).

There were no other transactions between council members and the Trust during the year.