

**REGISTERED COMPANY NUMBER: 06555157 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 1125532**

**Report of the Trustees and  
Unaudited Financial Statements for the Year Ended  
31 March 2016  
for  
Surrey Hills Society**

Mrs M J Brett  
Chartered Accountant  
Old Printers Yard  
156 South Street  
Dorking  
Surrey  
RH4 2HF

**Surrey Hills Society**

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for the Year Ended 31 March 2016**

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## Surrey Hills Society

### Report of the Trustees for the Year Ended 31 March 2016

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2016. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

#### **OBJECTIVES AND ACTIVITIES**

##### **Objectives and aims**

The Society seeks to promote enhance and conserve the physical and natural environment and its natural beauty for the public benefit in and around the Surrey Hills area of natural beauty.

The Surrey Hills Society is an independent charity promoting the positive enjoyment and care of the Surrey Hills Area of Outstanding Beauty for the benefit of those who live, work in or visit the area. The Society encourages people to explore and learn about the special qualities and distinctiveness of the area which is recognised as being of unique value and needs to be nurtured for the benefit of future generations to enjoy. The Surrey Hills Society is dedicated to the protection and enhancement of this outstanding and varied landscape.

The Society's aims and roles are:

- (1) Creating greater awareness and understanding of the Surrey Hills, through education, publicity and events
- (2) Providing activities for members and supporters of the Society, including walks, talks, social events, advice, communications for (and with) members
- (3) Promoting and championing farming, forestry, and local industries, including tourism, and raising awareness of local produce and crafts.
- (4) Protecting and improving the facilities for recreational use of the area
- (5) Encouraging conservation alongside the improvement of the amenities and features which make the Surrey Hills special
- (6) Influencing regional and local authorities, seeking high standards of planning so as to protect and enhance the landscape and character of the Surrey Hills

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. In particular the trustees consider how planned activities will contribute to the aims and objectives.

#### **ACHIEVEMENT AND PERFORMANCE**

##### **Charitable activities**

The Society continued to develop during the year. Significant numbers of Gift Memberships were sold at shows attended by the Society which, together with traditional applications, has led to a small increase in ongoing membership levels. External promotion of the AONB and the Society at shows across the county, talks to external audiences and articles in magazines etc have driven improved awareness of the AONB by the public.

The events programme for members has expanded. About 40 separate events were delivered of which 11 walks were free and targeted at non-members plus those in their 20s & 30s. The programme included educational (e.g. map reading and tree identification), local produce (Surrey wines, beers and spirits), historic properties (Blackheath Arts & Crafts, St Barnabas Church at Ranmore, Wanborough Great Barn) and several geared towards families and young children (wreath making, Bocketts Farm, Pierpont Farm).

A major undertaking for the Society followed from a request by the Mayor of Waverley for us to organise and lead a sponsored walk along the Waverley length of the Greensand Way in aid of his mayoral charities. This was successfully achieved and resulted in about £4000 being raised for the Surrey Hills Trust Fund.

Funding (£875) was provided to Horsley Countryside Preservation Society to pay for the redesign and reprinting of their local walk leaflet which has been upgraded to enable mobility scooter access along its entire 9 mile route. The Society also promotes this walk alongside its own leaflets.

During the year, the Society has worked closely with the Surrey Hills Board and local parish councils along the Tillingbourne Valley to develop a bid to the Heritage Lottery Fund. This bid, entitled Tales and Trails of the Tillingbourne Valley, has been successful and will be delivered during 2016.

## **Surrey Hills Society**

### **Report of the Trustees for the Year Ended 31 March 2016**

#### **FINANCIAL REVIEW**

##### **Financial position**

The Society's work is funded by membership subscriptions, donations and grants or awards received for defined purposes. Subscription and donation income for the year was higher than last year. During the year, our successful sponsorship arrangement with Stan Baring Solicitor of Godalming came to an end. Anthony Wakefield & Co - a Dorking based insurance broker - kindly agreed to take on the sponsorship of the newsletter and this has helped significantly in containing the publishing costs faced by the Society.

The current year deficit on restricted funds of £964 represents the depreciation charged on fixed assets purchased. The surplus on unrestricted funds of £4,048 reflects the excess of subscription, donation and sponsorship income over the administrative costs of running the Society.

The trustees are confident that the charity has appropriate reserves and will be able to operate as a going concern over the next next twelve month period.

##### **Reserves policy**

The trustees have considered the charity's reserves, bearing in mind the likelihood of any contingencies, which might arise. They believe a policy of maintaining reserves at a level equivalent to six month's budgeted expenditure is appropriate at the present time. This will be reviewed annually.

#### **FUTURE DEVELOPMENTS**

Internal review and external advice regarding the effectiveness of the Society's web site highlighted that changes needed to be made. The 2016/17 programme therefore includes a project to replace the web site with a micro-site more geared to our audience's needs. Initially this will be linked to the larger Surrey Hills Family web site but will be designed to be capable of running as a stand-alone site if required. This project will have a significant capital cost and ongoing charges for the Society but should improve communications and provide major enhancements for the activities of the organisation.

Allied to the web project will be a sustained focus on increasing membership alongside the introduction of electronic booking for events, the ability to join on-line plus electronic financial transactions. These should all remove barriers to joining or participating in the Society.

The Gatton Trust has been identified as a beneficiary of funds in 2016. A £1000 donation will support the clearance of a viewpoint at Gatton Park as part of their Capability Brown anniversary project. A donation to the Kent, Surrey & Sussex Air Ambulance Trust also recognises the work that they undertake across our catchment area. Smaller donations will also be made to other organisations in lieu of payment following visits to their properties or sites.

Planning is a high profile topic for many of our members and Parish Councils within the Surrey Hills. The Society will organise and host a free event where planners and other experts can explain the challenges facing the area and allow a discussion with our audience to help them understand the issues involved.

The shows, external talks and events programmes will all continue so that knowledge about, and appreciation of, the Surrey Hills is enhanced. The Trustees will also review succession plans and ways of increasing active participation by members so that future management and growth of the organisation can take place.

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Governing document**

The charity is controlled by its governing document and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

## Surrey Hills Society

### Report of the Trustees for the Year Ended 31 March 2016

#### STRUCTURE, GOVERNANCE AND MANAGEMENT

##### Recruitment and appointment of new trustees

The trustees have received an enormous amount of support and encouragement from the Surrey Hills Board. They have also been fortunate to have help from a number of hard working and willing volunteers that have formed the management committee, sub committees, office administration and event organisation, to whom they are grateful.

The directors of the company are also the charity trustees for the purposes of charity law and under the company's Articles. Trustees are initially appointed to the trustee board and proposed for election at the AGM following their appointment. One third of the trustees and directors retire by rotation at the AGM each year. If the charity is unable to fill the vacancy of a retiring trustee, the trustee may be reappointed.

On a regular basis, the trustees review the composition of the board and assess the appropriateness of the mix of skills, knowledge and experience to maintain the efficient and effective administration of the Society.

All trustees give their time freely and no trustee remuneration was paid during the year. Details of trustees expenses are disclosed in note 11 to the accounts.

##### Management Structure

The trustees have delegated the day-to-day management of the Society of the management committee, which meets on a regular basis. Several sub-committees have been established, comprising trustees and volunteers, to undertake certain activities. These sub-committees report to the management committee but are under the overall direction of the trustee board. These include Finance & Risk, Events, Promotion & Publicity and Membership Committees, and working groups to deliver specific elements of the Society's objectives. A number of the trustees regularly attend the management committee meetings to ensure effective communication between the two bodies.

##### Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. The Finance & Risk Committee has responsibility for identifying and assessing the Society's key risks, and formally prepares a risk register which is presented, along with relevant mitigating actions, to the trustee board, at least annually.

#### REFERENCE AND ADMINISTRATIVE DETAILS

##### Registered Company number

06555157 (England and Wales)

##### Registered Charity number

1125532

##### Registered office

Warren Farm Barns  
Headley Lane  
Mickleham  
Dorking  
Surrey  
RH5 6DG

##### Trustees

Trustees and Directors

The following trustees served throughout the current and preceding period unless dates of appointment, election or resignation are given below.

C Howard - Chairman

K Bare  
P Bettinson  
S Cantor  
S Chimbwandira  
R Hewer appointed 21.11.15

**Surrey Hills Society**

**Report of the Trustees  
for the Year Ended 31 March 2016**

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Independent examiner**

Mrs M J Brett  
Chartered Accountant  
Old Printers Yard  
156 South Street  
Dorking  
Surrey  
RH4 2HF

Approved by order of the board of trustees on ..... and signed on its behalf by:

.....  
Trustee

**Independent Examiner's Report to the Trustees of  
Surrey Hills Society**

I report on the accounts for the year ended 31 March 2016 set out on pages six to eleven.

**Respective responsibilities of trustees and examiner**

The charity's trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

**Basis of the independent examiner's report**

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

**Independent examiner's statement**

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

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
- to keep accounting records in accordance with Section 386 and 387 of the Companies Act 2006; and
  - to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 394 and 395 of the Companies Act 2006 and with the methods and principles of the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)

have not been met; or

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

Mrs M J Brett  
Chartered Accountant  
Old Printers Yard  
156 South Street  
Dorking  
Surrey  
RH4 2HF

Date: .....

**Surrey Hills Society**

**Statement of Financial Activities  
for the Year Ended 31 March 2016**

	Notes	Unrestricted fund £	Restricted funds £	31.3.16 Total funds £	31.3.15 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies		15,142	-	15,142	14,788
<b>Charitable activities</b>					
Events		11,696	-	11,696	7,665
Promotional		2,935	-	2,935	3,524
Investment income	2	253	-	253	299
<b>Total</b>		<u>30,026</u>	<u>-</u>	<u>30,026</u>	<u>26,276</u>
<b>EXPENDITURE ON</b>					
Raising funds	3	-	-	-	1,658
<b>Charitable activities</b>					
Events	4	24,602	-	24,602	15,767
Promotional		2,340	-	2,340	1,251
Grants awarded		-	-	-	1,185
Equipment		-	-	-	2,752
<b>Total</b>		<u>26,942</u>	<u>-</u>	<u>26,942</u>	<u>22,613</u>
<b>NET INCOME</b>		<u>3,084</u>	<u>-</u>	<u>3,084</u>	<u>3,663</u>
<b>Transfers between funds</b>	12	<u>964</u>	<u>(964)</u>	<u>-</u>	<u>-</u>
<b>Net movement in funds</b>		4,048	(964)	3,084	3,663
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		36,644	964	37,608	33,945
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>40,692</u></u>	<u><u>-</u></u>	<u><u>40,692</u></u>	<u><u>37,608</u></u>

**CONTINUING OPERATIONS**

All income and expenditure has arisen from continuing activities.



**Surrey Hills Society**

**Balance Sheet  
At 31 March 2016**

		Unrestricted fund	Restricted funds	31.3.16 Total funds	31.3.15 Total funds
	Notes	£	£	£	£
<b>FIXED ASSETS</b>					
Tangible assets	9	-	-	-	1,451
<b>CURRENT ASSETS</b>					
Stocks		204	-	204	204
Debtors	10	185	-	185	444
Cash at bank and in hand		42,116	-	42,116	37,313
		<u>42,505</u>	<u>-</u>	<u>42,505</u>	<u>37,961</u>
<b>CREDITORS</b>					
Amounts falling due within one year	11	(1,813)	-	(1,813)	(1,804)
		<u>40,692</u>	<u>-</u>	<u>40,692</u>	<u>36,157</u>
<b>NET CURRENT ASSETS</b>					
		<u>40,692</u>	<u>-</u>	<u>40,692</u>	<u>37,608</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>					
		<u>40,692</u>	<u>-</u>	<u>40,692</u>	<u>37,608</u>
<b>NET ASSETS</b>					
		<u>40,692</u>	<u>-</u>	<u>40,692</u>	<u>37,608</u>
<b>FUNDS</b>					
	12				
Unrestricted funds				40,692	36,644
Restricted funds				-	964
<b>TOTAL FUNDS</b>					
				<u>40,692</u>	<u>37,608</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2016.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2016 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

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

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

The financial statements were approved by the Board of Trustees on ..... and were signed on its behalf by:

.....  
Trustee

## Surrey Hills Society

### Notes to the Financial Statements for the Year Ended 31 March 2016

#### 1. ACCOUNTING POLICIES

##### **Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

##### **Financial reporting standard 102 - reduced disclosure exemptions**

The charity has taken advantage of the following disclosure exemption in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows.

##### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

##### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

##### **Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and machinery etc - 20% on cost

##### **Stocks**

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

##### **Taxation**

The charity is exempt from corporation tax on its charitable activities.

##### **Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

#### 2. INVESTMENT INCOME

	31.3.16	31.3.15
	£	£
Deposit account interest	253	299
	<u>          </u>	<u>          </u>

#### 3. RAISING FUNDS

##### **Raising donations and legacies**

	31.3.16	31.3.15
	£	£
Support costs	-	1,658
	<u>          </u>	<u>          </u>

Surrey Hills Society

**Notes to the Financial Statements - continued  
for the Year Ended 31 March 2016**

**4. CHARITABLE ACTIVITIES COSTS**

	Direct costs	Support costs (See note 5)	Totals
	£	£	£
Events	17,694	6,908	24,602
Promotional	1,055	1,285	2,340
	18,749	8,193	26,942
	18,749	8,193	26,942

**5. SUPPORT COSTS**

			Management £
Events			6,908
Promotional			1,285
			8,193
			8,193

**6. NET INCOME/(EXPENDITURE)**

Net income/(expenditure) is stated after charging/(crediting):

		31.3.16	31.3.15
		£	£
Depreciation - owned assets		1,451	2,752
		1,451	2,752
		1,451	2,752

**7. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2016 nor for the year ended 31 March 2015 .

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 March 2016 nor for the year ended 31 March 2015 .

**8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted fund	Restricted funds	Total funds
	£	£	£
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	14,355	433	14,788
<b>Charitable activities</b>			
Events	7,665	-	7,665
Promotional	524	3,000	3,524
Investment income	299	-	299
<b>Total</b>	22,843	3,433	26,276
<b>EXPENDITURE ON</b>			
Raising funds	1,040	618	1,658
<b>Charitable activities</b>			
Events	14,107	1,660	15,767
Promotional	1,096	155	1,251
Grants awarded	185	1,000	1,185
Equipment	598	2,154	2,752
<b>Total</b>	17,026	5,587	22,613

Surrey Hills Society

Notes to the Financial Statements - continued  
for the Year Ended 31 March 2016

8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted fund £	Restricted funds £	Total funds £
<b>NET INCOME</b>	5,817	(2,154)	3,663
<b>Transfers between funds</b>	985	(985)	-
<b>Net movement in funds</b>	6,802	(3,139)	3,663
<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>	29,842	4,103	33,945
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u>36,644</u>	<u>964</u>	<u>37,608</u>

9. TANGIBLE FIXED ASSETS

	Plant and machinery etc £
<b>COST</b>	
At 1 April 2015 and 31 March 2016	<u>13,758</u>
<b>DEPRECIATION</b>	
At 1 April 2015	12,307
Charge for year	1,451
At 31 March 2016	<u>13,758</u>
<b>NET BOOK VALUE</b>	
At 31 March 2016	<u>-</u>
At 31 March 2015	<u>1,451</u>

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.16	31.3.15
	£	£
Other debtors	<u>185</u>	<u>444</u>

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.16	31.3.15
	£	£
Other creditors	<u>1,813</u>	<u>1,804</u>

**Surrey Hills Society**

**Notes to the Financial Statements - continued  
for the Year Ended 31 March 2016**

**12. MOVEMENT IN FUNDS**

	At 1.4.15 £	Net movement in funds £	Transfers between funds £	At 31.3.16 £
<b>Unrestricted funds</b>				
General fund	36,644	3,084	964	40,692
<b>Restricted funds</b>				
Equipment	964	-	(964)	-
<b>TOTAL FUNDS</b>	<u>37,608</u>	<u>3,084</u>	<u>-</u>	<u>40,692</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	30,026	(26,942)	3,084
<b>TOTAL FUNDS</b>	<u>30,026</u>	<u>(26,942)</u>	<u>3,084</u>

**13. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 March 2016.

**14. FIRST YEAR ADOPTION**

**Transitional relief**

On transition to FRS 102 the charity did not need to take advantage of any transitional reliefs.