

**Registered Company No:**

**6555157 (England and Wales)**

**Registered Charity No:**

**1125532**

**Report of the Trustees and  
Unaudited Financial Statements for the Year Ended 31 March 2018 for  
Surrey Hills Society**

**Surrey Hills Society**

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for the Year Ended 31 March 2018**

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## **Surrey Hills Society**

### **Report of the Trustees for the year ended 31 March 2018**

The trustees who are also directors of the charity for the purposes of the Companies Act, present their report with the financial statements of the charity of the year ended 31 March 2018

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 Standards applicable in the U.K and Republic of Ireland (FRS 102) issued in July 2014.

#### **OBJECTIVES AND ACTIVITIES**

##### **Objectives and Aims**

The Society seeks to promote, enhance and conserve the physical and natural environment and its natural beauty around the Surrey Hills Area of Outstanding Natural Beauty.

The Surrey Hills Society is an independent charity promoting the positive enjoyment and care of the Surrey Hills Area of Outstanding Natural 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 of the Society.

Report of the Trustees for the year ended 31 March 2018

**ACHIEVEMENT AND PERFORMANCE**

**Charitable Activities**

The Society has continued to expand and grow in confidence during 2017 - 18. Membership numbers have remained stable but the number of active volunteers has grown steadily.

Our external talks programme is very successful with regular requests from Surrey societies and organisations. To support this demand we have extended the number of topics available. We average at least one talk per month throughout the year. We continue to attend the Surrey County Show, other key fairs and relevant events to raise awareness of the AONB with the wider public.

We now deliver over 40 events per year and offer a year round programme. The events continue to be popular and are frequently fully booked. The programme includes walks and talks at places of interest across the Surrey Hills AONB, historical talks on aspects of the Surrey Hills' heritage and visits to local food producers and farms. The programme helps raise awareness of the AONB and its special features and issues, and creates good ambassadors for us who will spread the word. The photos and stories created on these events are used for articles in local magazines and for website content. It also raises awareness of our partner organisations and the work they do within the AONB - especially the National Trust and Surrey Wildlife Trust. We have several examples where one of our members, on an event, has been inspired to also volunteer for one of these bodies

Our events this year included a visit to the Patchworking Garden in Dorking - a project set up by a former GP who created the original concept in 2015 with the aim of bringing positive change into peoples' lives through gardening. Volunteers who work in the garden have experienced a range of difficulties from isolation, depression and bereavement through to psychological or physical ill health. One of our communication team volunteers is also now marketing officer for this project. We were also able to make a small donation to their work.

Another visit to GASP Motor Project, based in an old sand pit in Albury resulted in a £4,500 Christmas donation from one of our members. He is now in discussion with this charity to take on some of the young people, trained by this charity, into his own engineering business, as apprentices

Our Chairman's Day in June 2017 centred on a look behind the scenes of historic Guildford. Our heritage day there included an exclusive tour of Abbots Hospital and a tour/use of the Guildhall - neither of which are routinely accessible to the general public.

President's Day in July 2017 focussed on the horse racing heritage of Epsom and the surrounding area. We were privileged to be given a tour of one of the few remaining training stables on Epsom Downs and to hear the challenges of saving or expanding racing facilities so close to the urban parts of Epsom. We were also able to attend a presentation on "A Vision for Epsom" which explained how the Jockey Club, the British Horseracing Authority and the local council are working together to revitalise the racecourse and make it fit for the 21st century. The information and photos from this day were published as an article in Surrey Life magazine which was much appreciated by the Jockey Club.

**ACHIEVEMENT AND PERFORMANCE (cont'd)**

**Charitable Activities**

Throughout the year the Society has continued to include walks, talks and other activities as part of the legacy of the 2016 HLF project entitled Tales and Trails of the Tillingbourne. Additional funding was also gained to allow the programme of work with local schools to continue.

Our ongoing free walks programme now includes a monthly free walk open to all ages. These have become very successful and, in turn, have been a conduit for increasing membership of the Society. It also has an important health and wellbeing aspect. Our walks are short and non-threatening and encourage people to get out and explore their area in a safe, managed, way. We are also able to signpost people to more regular walks being offered by "Walking for Health" or the Ramblers Association.

During the winter our charity also saw the completion of restoration work around the lake at Gatton Park. This was part of an HLF project to restore this Capability Brown landscaped garden as part of the 300 year anniversary of this influential landscape artist's birthday. The Society raised £1,000 to fund the removal of trees blocking the view of the original landscape. The Society also held a volunteer scrub clearance day in Spring 2017 and also donated an amount for new tools.

Whilst continuing to support other charities with environmental projects, we have also been able to increase our support to Surrey Hills Arts. This support has been a combination of funding, volunteer support at events and general promotional work. This relationship has also benefited the Society by increasing its exposure to new audiences. This has included guided walks to our "Inspiring Views" installations as well as assistance with developing circular walks to these areas and extra promotion for the projects. We have also run a guided walk and promoted the "Surrey Soundscape" project.

Noting that 2018 would be the 60th anniversary of the Surrey Hills designation as an Area of Outstanding Natural Beauty and also the 10th anniversary of the Society, significant work was undertaken in 2017 - 18 to identify and develop celebration activities. A cornerstone of these was the decision by the Trustees to produce a book describing how/why the Surrey Hills became an AONB and how the area has changed over the last 60 years. The vice-chairman undertook to write the book and an HLF grant applied for to cover the design/printing and distribution of it. The full amount was granted and led to several hundreds of volunteer man-hours being committed to produce the book successfully.

Other anniversary activities involved working closely with the AONB Board and management team to create a whole programme of events providing continuous profile raising of the Surrey Hills throughout 2018

The communications committee has grown in number and has been able to provide more articles in the local press than ever before. This includes a monthly article, and a walk article in Surrey Life magazine. The group has also been developing its social media presence.

**ACHIEVEMENT AND PERFORMANCE (cont'd)**

**Charitable Activities**

The Management Committee's main project for 2017 - 18 continued to be the implementation of a new website. This enables us to use an electronic payment scheme for members of the public to book events or purchase membership online. Meanwhile the Trustees have spent a significant amount of time reviewing the existing business plan and producing a new, enhanced one to cover the period from 2018 to 2021. Core features include:

Working closely with the Surrey Hills Board as a delivery partner for the over-arching Surrey Hills AONB Management Plan

Continuing to focus on growing its memberships and active volunteers to enhance our ability to deliver our charitable objectives

Continuing to develop and promote our events programme, talks, and presence at fairs and events to a wider public.

Widening our co-operation and interaction with parish councils and other similar bodies in the Surrey Hills mutually to support the AONB in various relevant projects.

**FINANCIAL REVIEW**

As in previous years the Society's work is funded by membership subscriptions, donations and grants received for specific purposes. Anthony Wakefield and Co, a Dorking - based insurance broker has provided sponsorship of our periodic newsletter and we offer him our thanks for this very welcome support. Overall the Society's financial position is strong with reserves of £39,613 at the end of the year.

We hold reserves for the purposes of not only continuing the Society's services in support of the AONB but also to enable us to make donations to support a variety of other charitable activities taking place within the Surrey Hills. The Trustees are confident that the Charity has appropriate reserves and will be able to operate as a going concern over the next twelve month period.

**FUTURE DEVELOPMENTS**

A major focus for 2018 will be the celebrations to mark the 60th anniversary of the creation of the Surrey Hills AONB as well as the 40th anniversary of the North Downs Way being dedicated as a National Trail, and our own 10th anniversary. We are also looking to expand our work in attracting funding for more projects across the AONB and support the projects being enabled from the Surrey Hills Trust Fund, being managed by the Community Foundation for Surrey. Both the Chairman and Vice-Chairman are due to stand down at the October AGM, having completed the maximum appointment time permitted under the Articles of the Society. Considerable work has already been done to identify a new chairman.

Report of the Trustees for the year ended 31 March 2018

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing Document**

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

**Recruitment and appointment of new trustees**

The Trustees have received great support and encouragement from the Surrey Hills Board. They have also been fortunate to have help from a number of hard working volunteers that have formed the various committees that do so much to run the day to day affairs of the Society. 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 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.

**Management Structure**

The trustees have delegated day to day management of the Society to various committees which meet regularly.

**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 trustees have the responsibility for identifying and assessing the Society's key risks, and formally prepares a risk register which is presented to the Board of Trustees annually, along with recommended mitigating actions.

**Reference and Administrative Details**

Registered Company no: 6555157 (England and Wales)

Registered Charity no: 1125532

Registered Office: Warren Farm Barns, Headley Lane, Mickleham, Surrey RH5 6DG

**Trustees**

Trustees and Directors

The following Trustees served throughout the current and preceding periods unless noted otherwise below.

C. Howard

K Bare

S Cantor

S Chimbwandira

M Cantor

Mun--Ling Logue

A Povey

P Salisbury (appointed 28 October 2017)

T Driscoll (appointed 28 October 2017)

**Report of the Trustees for the year ended 31 March 2018**

**Independent Examiner**

Kingston Smith LLP

Betchworth House

57 - 65 Station Road

Redhill

Surrey RH1 1DL

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

Approved by the Board of Trustees on 26<sup>th</sup> September 2018 and signed on its behalf by:

Trustee

*G. Howard*



## Surrey Hills Society

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

I report on the accounts of the Surrey Hills Society for the year ended 31 March 2018, which comprise the Statement of Financial Activities, Balance Sheet and related notes.

#### Respective Responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

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

- Examine the 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 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 explanation 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 statement below.

#### Independent Examiner's Statement

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

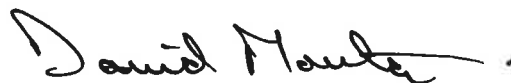
(1) which gives me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with Section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of Recommended Practice; Accounting and Reporting by Charities

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.

Betchworth House  
57 - 65 Station Road  
Redhill  
Surrey  
RH1 1DL



DAVID MONTGOMERY  
For and on behalf of Kingston Smith LLP  
Chartered Accountants

27/9/18

Surrey Hills Society

Statement of Financial Activities for the Year Ended 31 March 2018

	Notes	Unrestricted Funds £	Restricted Funds £	31.3.18 Total Funds £	31.3.17 Total Funds £
<b>INCOME AND ENDOWMENTS FROM:</b>					
Donations and Legacies		9,911		9,911	17,758
Charitable Activities		2,857	6,000	8,857	
Events		11,261		11,261	11,799
Promotional		1,716		1,716	985
Investment Income	2	75		75	
<b>Total</b>		<u>25,820</u>	<u>6,000</u>	<u>31,820</u>	<u>30,542</u>
<b>EXPENDITURE ON</b>					
Charitable Activities					
Events & Operations	3	31,450	3,372	34,822	20,099
Promotional	3	288		288	8,232
<b>Total</b>		<u>31,738</u>	<u>3,372</u>	<u>35,110</u>	<u>28,331</u>
<b>NET INCOME/(EXPENDITURE)</b>		<u>(5,918)</u>	<u>2,628</u>	<u>(3,290)</u>	<u>2,211</u>
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		<u>41,903</u>	<u>1,000</u>	<u>42,903</u>	<u>40,692</u>
<b>TOATL FUNDS CARRIED FORWARD</b>		<u>35,985</u>	<u>3,628</u>	<u>39,613</u>	<u>42,903</u>

**CONTINUING OPERATIONS**

All income and expenditure has arisen from continuing activities

These notes form part of these financial statements

**Surrey Hills Society**  
**Balance Sheet at 31 March 2018**

	Notes	Unrestricted Funds £	Restricted Funds £	31.3.18 Total Funds £	31.3.17 Total Funds £
<b>FIXED ASSETS</b>					
Equipment	8	1,102		1,102	
<b>CURRENT ASSETS</b>					
Stocks	9	204		204	204
Debtors	10	63		63	
Cash at Bank and in hand		36,207	3,628	39,835	42,704
<b>CURRENT ASSETS</b>		<u>36,474</u>	<u>3,628</u>	<u>40,102</u>	<u>42,908</u>
<b>CREDITORS</b>					
Amounts falling due within one year	11	(1,591)		(1,591)	(5)
<b>NET CURRENT ASSETS</b>		<u>34,883</u>	<u>3,628</u>	<u>38,511</u>	<u>42,903</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>35,985</u>	<u>3,628</u>	<u>39,613</u>	<u>42,903</u>
<b>NET ASSETS</b>		<u>35,985</u>	<u>3,628</u>	<u>39,613</u>	<u>42,903</u>
<b>FUNDS</b>					
Unrestricted Funds		35,985		35,985	41,903
Restricted Funds			3,628	3,628	1,000
<b>TOTAL FUNDS</b>		<u>35,985</u>	<u>3,628</u>	<u>39,613</u>	<u>42,903</u>

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

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

The Trustees acknowledge their responsibilities for:

- ensuring that the charitable company keeps accounting records that comply with sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company 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 26/9/2018 and were signed on its behalf by:



C HOWARD

Notes to the Financial Statements for the year ended 31 March 2018

**1.ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the U.K. and Republic of Ireland (FRS 102). The charitable company is a public benefit entity for the purposes of FRS 102 and a registered charity established as a company under guarantee and has therefore also prepared financial statements in accordance with the Statement of Recommended Practice applicable to charities who prepare their accounts in accordance with the Financial Reporting Standards in the U.K. And Republic of Ireland (FRS 102, Charities SORP), the Companies Act 2006 and The Charities Act 2011. The financial statements have been prepared in accordance with the historical cost convention.

**Financial Reporting Standard 102 - reduced disclosure exemptions.**

The charity has taken advantage of the following disclosure exemptions in preparing these financial statements as permitted by FRS 102 - the requirements of Section 7 Statement of cash flows

**Going Concern**

The Trustees have assessed whether the use of the going concern basis is appropriate and have considered possible events or conditions that might cast significant doubt on the ability of the charitable company to continue as a going concern. The Trustees have made this assessment for a period of at least one year from the date of approval of the financial statements. In particular the Trustees have considered the charitable company's forecasts and projections and have taken account of pressures on donation income. After making enquiries the Trustees have concluded that there is a reasonable expectation that the charitable company has adequate resources to continue in operational existence for the foreseeable future. The charitable company therefore continues to adopt the going concern basis in preparing its financial statements.

**Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds.

**Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs by category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with 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	20% on cost
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**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.

Notes to the Financial Statements for the year ended 31 March 2018 (cont'd)

**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 when funds are raised for particular restricted purposes.

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

**Critical Accounting Estimates and Areas of Judgement**

In the view of the Trustees, in applying the accounting policies adopted, no judgements were required that have a significant effect on the amounts recognised in the financial statements nor do any estimates or assumptions carry a significant risk of material adjustment in the next financial year.

**Financial Instruments**

**(i) Cash and Cash equivalents**

Cash and Cash Equivalents include cash at bank and in hand and short term deposits with a maturity date of three months or less.

**(ii) Debtors and Creditors**

Debtors and creditors receivable or payable within one year of the reporting date are carried at their transaction price. Debtors and creditors that are receivable or payable in more than one year and not subject to a market rate of interest are measured at the present value of the expected future receipts or payments discounted at a market rate of interest.

**2. INVESTMENT INCOME**

	31.3.18	31.3.17
	£	£
Bank interest	75	0

**3. CHARITABLE ACTIVITIES COSTS**

	Direct Costs	Support Costs	Totals
	(see Note 4)		
	£	£	£
Events	9,655	22,029	31,684
Promotional	2,975	451	3,426
	12,630	22,480	35,110

£3,372 (2017:£nil) of expenditure relates to restricted funds.

**4. SUPPORT COSTS**

	Management	Totals
	£	£
Management	22,480	22,480
Other	0	0
	22,480	22,480

Surrey Hills Society

Notes to the Financial Statements for the year ended 31 March 2018 (cont'd)

5. NET INCOME/(EXPENDITURE)

After charging:

	<u>31.3.18</u>	<u>31.3.17</u>
Depreciation - owned assets	<u>0</u>	<u>0</u>

6. EMPLOYEES

There were no employees during the current or previous year.

7. TRUSTEES REMUNERATION AND BENEFITS

Key management personnel include the Trustees of the charitable company.

There was no trustee remuneration of any kind for the years ended 31.3.18 and 31.3.17

8. TANGIBLE FIXED ASSETS

	Plant & Machinery £
<b>COST</b>	
At 1.4.17	13,758
Additions	<u>1,102</u>
At 31.3.18	<u>14,860</u>
<b>DEPRECIATION</b>	
At 1.4.17 and 31.3.18	<u>13,758</u>
<b>NET BOOK VALUE</b>	
At 31.3.18	<u>1,102</u>
At 31.3.17	<u>0</u>

9. STOCKS

	<u>31.3.18</u>	<u>31.3.17</u>
Finished goods	<u>204</u>	<u>204</u>

10. DEBTORS

	<u>31.3.18</u>	<u>31.3.17</u>
Rent Deposit	£ <u>63</u>	£ <u>0</u>

11. CREDITORS

	<u>31.3.18</u>	<u>31.3.17</u>
Trade Creditor	£ 50	£ 0
Accruals	61	0
Other Creditors	1,480	5
<b>Total</b>	<u>1,591</u>	<u>5</u>

Surrey Hills Society

Notes to the Financial Statements for the year ended 31 March 2018 (cont'd)

12 MOVEMENT IN FUNDS

	At 1.4.17 £	Net movement in funds £	At 31.3.18 £
<b>Unrestricted funds</b>			
General Fund	<u>41,903</u>	<u>(5,918)</u>	<u>35,985</u>
<b>Restricted Funds</b>			
Secret Places Project	1,000	(1,000)	0
HLF		3,628	3,628
<b>TOTAL FUNDS</b>	<u><u>42,903</u></u>	<u><u>(3,290)</u></u>	<u><u>39,613</u></u>

13. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2018.

Surrey Hills Society

Detailed statement of financial activities for the year ended 31 March 2018

	31.3.18	31.3.17
	£	£
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and Legacies</b>		
Donations	186	1,111
Gift Aid	0	1,674
Subscriptions	9,725	9,819
Other Income	2,857	5,154
Restricted Activities	6,000	0
<i>Total - Income and Endowments</i>	<u>18,768</u>	<u>17,758</u>
<b>Investment Income</b>		
Bank Interest	75	0
<b>Charitable Activities</b>		
Event Income	11,261	11,799
Promotional sales	566	
Gift Packs	1,150	985
<i>Total - Charitable Activities</i>	<u>12,977</u>	<u>12,784</u>
<b>Total Incoming Resources</b>	<u><u>31,820</u></u>	<u><u>30,542</u></u>
<b>EXPENDITURE</b>		
<i>Charitable Activities</i>		
Attendance at Shows	315	423
Direct Clothing Costs	21	11
Direct Event Costs	9,655	7,388
Other merchandising costs	267	364
Restricted Activities	2,372	0
<b>Total Expenditure - Charitable Activities</b>	<u>12,630</u>	<u>8,186</u>
<b>Support Costs</b>		
<i>Management</i>		
Insurance	874	1,111
Printing	3,620	3,755
Postage and Stationery	1,602	1,346
Publicity and PR	451	370
Sundries	615	551
Technology and IT	3,544	2,327
Archive Rent	816	0
Credit Card charges	141	0
Consultancy Fees	10,817	7,935
<b>Total Expenditure - Support Costs</b>	<u>22,480</u>	<u>17,395</u>
<b>Other</b>		
Donations	0	2,750
<b>Total Resources Expended</b>	<u>35,110</u>	<u>28,331</u>
<b>Net Income</b>	<u><u>(3,290)</u></u>	<u><u>2,211</u></u>