

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 2014
for
The Surrey Hills Society**

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

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for the Year Ended 31 March 2014**

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**Surrey Hills Society
Report of the Trustees
for the Year Ended 31 March 2014**

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 period 1 April 2013 to 31 March 2014. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005. The company was registered with the Charity Commission on 15th August 2008.

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 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

G Butler	resigned 20.10.12
N Davenport	resigned 02.11.13
R Pitts	resigned 20.10.12
K Bare	
J Tollow	
T Driscoll	resigned 02.11.13
D Cooper	resigned 02.11.13
P Bettinson	
R Tong	
S Cantor	appointed 02.11.13
S-J Chimbwandira	appointed 02.11.13
A Holly	appointed 02.11.13

Independent Examiner

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

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

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

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, and provided office administration and event organisation, to whom they are grateful.

As announced at the Society's AGM in November, management of the Society was restructured in the year, reflecting the strong development and growth of the Society. The trustee board now meets separately from the management committee to consider matters of strategy and governance. A number of the trustees continue to attend management committee meetings as representatives of the trustee board.

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.

**Surrey Hills Society
Report of the Trustees
for the Year Ended 31 March 2014**

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 trustee expenses are disclosed in note 11 to the accounts.

Management structure

The trustees have delegated the day-to-day management of the Society to 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.

In November 2013, the Society's consultant administrator retired. June Robinson was invaluable in co-ordinating the various committees and sub-committees as well as establishing and delivering the Society's continuing events programme. The trustees are indebted to June for her unfailing enthusiasm and support in the Society's early years.

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.

OBJECTIVES AND ACTIVITIES

Objectives and aims

The Surrey Hills Society is an independent charity promoting the positive enjoyment and care of the Surrey Hills Area of Outstanding Natural Beauty (AONB) for the benefit of those who live, work in or visit the area. 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.

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 future generations to enjoy. The 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

The trustees review the Society's aims and objectives on an annual basis. This review assesses achievements over the previous 12 months, and establishes plans for the coming year. The review helps to ensure that the activities of the Society remain aligned with our charitable objectives.

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 Society's charitable aims and objectives.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

The Society made good progress during the year. Membership numbers are steady, and awareness of the Society's activities – and the AONB in general – was enhanced by ongoing attendance at local shows, festivals and fetes during the year.

The Society continued to expand its provision of a full and varied programme of events throughout the year for the benefit of members, including walks and talks at places of interest across the Surrey Hills AONB, historical talks on aspects of Surrey Hills heritage, visits to local producers, a second hugely popular President's Day and a Chairman's Day event focused on the Industrial Archaeology of the Tillingbourne.

**Surrey Hills Society
Report of the Trustees
for the Year Ended 31 March 2014**

The Society is extremely grateful to members Nick Jubert and Chris Holyoak who represented the Society in the Prudential Ride London Surrey 100 mile cycling event, raising almost £1,300 for the Society.

The Society was delighted to have been given the opportunity to run the raffle at the Surrey Hills Wood Fair, raising £521 before costs to be spent on promoting the work of the Surrey Hills Society at future Surrey Hills Wood Fairs.

FINANCIAL REVIEW

The Society's work is funded by membership subscriptions, donations and grants or awards received for defined purposes. Subscription income for the year was higher than last year reflecting both an increase in membership numbers and the first full year of sales of our popular gift membership packs.

The Society was the grateful recipient of support from May Gurney and Kier – Surrey County Council's highway contractors during the year – who provided graphic design and printing of the Society's newsletter which significantly reduced the cost to the Society of publishing the newsletter.

The current year deficit on restricted funds of £1,169 represents the excess of depreciation charged on fixed assets purchased with restricted grant funding in 2011 over unspent income from the 2013 Wood Fair. The surplus on unrestricted funds of £9,152 reflects increased subscription income and sponsorship income and a reduction in administrative costs pending the appointment of a replacement administrator.

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.

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 months' budgeted expenditure is appropriate at the present time. This will be reviewed annually.

FUTURE DEVELOPMENTS

The trustees are currently undertaking a strategic review, in conjunction with the development of the revised AONB management plan, that reflects the development of the Society and the additions to the Surrey Hills family since our previous business plan was agreed. In the meantime, the Society will continue to focus on growing its membership and active volunteers to reach a sustainable size. We will continue to develop and promote our events programme, talks and presence at fêtes and events to a wider public, which will widen our co-operation and interaction with parish councils and other similar bodies in the Surrey Hills.

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees (who are also the directors of Surrey Hills Society for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- 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 proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to 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.

ON BEHALF OF THE BOARD:

C Howard - Trustee/Chairman
7 October 2014

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

I report on the accounts for the year ended 31 March 2014 set out on pages five to ten.

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 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) 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 Statement 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.

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

16 October 2014

**Surrey Hills Society
Statement of Financial Activities
for the Year Ended 31 March 2014**

	Notes	Unrestricted funds £	Restricted funds £	31.3.14 Total funds £	31.3.13 Total Funds £
INCOMING RESOURCES					
Incoming resources from generated funds					
Voluntary income	2	13,987	605	14,592	13,967
Activities for generating funds	3	1,907	521	2,428	975
Investment income	4	<u>122</u>	<u>-</u>	<u>122</u>	<u>8</u>
Total incoming resources from generated funds		16,016	1,126	17,142	14,950
Incoming resources from charitable activities	5	<u>6,971</u>	<u>-</u>	<u>6,971</u>	<u>5,251</u>
Total incoming resources		22,987	1,126	24,113	20,201
RESOURCES EXPENDED					
Costs of generating funds					
Costs of generating voluntary income	6	2,218	2,154	4,372	6,560
Fundraising trading	7	584	141	725	531
Total costs of generating funds		2,802	2,295	5,097	7,091
Charitable activities	8	11,033	-	11,033	13,127
Governance costs	9	<u>-</u>	<u>-</u>	<u>-</u>	<u>102</u>
Total resources expended		13,835	2,295	16,130	20,320
NET INCOMING/(OUTGOING) RESOURCES		9,152	(1,169)	7,983	(119)
RECONCILIATION OF FUNDS					
Total funds brought forward		20,690	5,272	25,962	26,081
TOTAL FUNDS CARRIED FORWARD		<u>29,842</u>	<u>4,103</u>	<u>33,945</u>	<u>25,962</u>

The notes form part of these financial statements

**Surrey Hills Society
Balance Sheet
At 31 March 2014**

	Notes	Unrestricted funds £	Restricted funds £	31.3.14 Total Funds £	31.3.13 Total funds £
FIXED ASSETS	13	1,085	3,118	4,203	6,955
CURRENT ASSETS					
Stock of promotional products		463	-	463	749
Debtors	14	428	-	428	1,724
Cash at bank and in hand		<u>29,012</u>	<u>985</u>	<u>29,997</u>	<u>17,985</u>
		29,903	985	30,888	20,458
CURRENT LIABILITIES					
Prepaid fees		<u>(1,146)</u>	<u>-</u>	<u>(1,146)</u>	<u>(1,451)</u>
NET CURRENT ASSETS		<u>28,757</u>	<u>985</u>	<u>29,742</u>	<u>19,007</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>29,842</u>	<u>4,103</u>	<u>33,945</u>	<u>25,962</u>
NET ASSETS		<u>29,842</u>	<u>4,103</u>	<u>33,945</u>	<u>25,962</u>
FUNDS	12				
Unrestricted funds				29,842	20,675
Restricted funds				<u>4,103</u>	<u>5,287</u>
TOTAL FUNDS				<u>33,945</u>	<u>25,962</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2014.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2014 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 and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the Board of Trustees on 7 October 2014 and were signed on its behalf by:

Jo Tollow -Trustee

C Howard -Trustee

The notes form part of these financial statements

Surrey Hills Society
Notes to the Financial Statements
for the Year Ended 31 March 2014

5. INCOME FROM CHARITABLE ACTIVITIES

	31.3.14	31.3.13
	£	£
Society events	6,971	5,251
	<u> </u>	<u> </u>

6. COSTS OF GENERATING VOLUNTARY INCOME

	31.3.14	31.3.13
	£	£
Literature, brochures, promotional material & events	868	2,470
Equipment purchases	146	-
Depreciation	2,752	2,751
Allocated support costs	606	1,339
	<u> </u>	<u> </u>
	<u>4,372</u>	<u>6,560</u>

7. FUNDRAISING TRADING

	31.3.14	31.3.13
	£	£
Promotional items for resale	340	423
Raffle costs	141	-
JustGiving	144	-
Allocated support costs	100	108
	<u> </u>	<u> </u>
	<u>725</u>	<u>531</u>

8. CHARITABLE ACTIVITIES

	31.3.14	31.3.13
	£	£
Society events	4,011	2,207
Cost of consultant administrator	5,493	8,240
Allocated support costs	1,529	2,680
	<u> </u>	<u> </u>
	<u>11,033</u>	<u>13,127</u>

9. GOVERNANCE COSTS

	31.3.14	31.3.13
	£	£
Management meetings	-	81
Allocated support costs	-	21
	<u> </u>	<u> </u>
	<u>-</u>	<u>102</u>

Surrey Hills Society
Notes to the Financial Statements
for the Year Ended 31 March 2014

10. SUPPORT COSTS

	Voluntary Income (27%) £	Fundraising trading (5%) £	Charitable Activities (68%) £	Governance Costs (0%) £	Total £
Management					
Insurance	514	85	1,298	-	1,897
Postage & stationery	22	4	56	-	82
Sundry	24	4	60	-	88
Information technology	<u>46</u>	<u>7</u>	<u>115</u>	<u>-</u>	<u>168</u>
Total support costs	<u><u>606</u></u>	<u><u>100</u></u>	<u><u>1,529</u></u>	<u><u>-</u></u>	<u><u>2,235</u></u>

11. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2014, nor for the year ended 31 March 2013.

Trustees' Expenses

The following amounts were reimbursed to trustees in respect of purchases made on behalf of the Society and trustees' expenses for the years ended 31 March 2014 and 2013.

	31.3.14 £	31.3.13 £
K Bare	355	434
C Howard	100	-
J Tollow	-	58
S Cantor	142	-

12. RESTRICTED FUNDS

During the year one restricted fund was established from income received in relation to the annual Surrey Hills Wood Fair. The fund is restricted to promoting the work of the Surrey Hills Society at future Surrey Hills Wood Fairs. The total income received was £1,126. Associated expenditure of £141 relates to the costs of running the Wood Fair raffle.

During the prior year one restricted fund was established from grants received. The fund was restricted to the design and printing of gift membership packs. The total grant received was £757 and the total cost of designing and printing the gift membership packs was £1,331.

Two of the funds established in 2011 remain in place. One fund was restricted to the acquisition of a gazebo, trailer and related artwork. These items were capitalised as fixed assets and are being depreciated over the lives of the assets which are expected to be five years.

The second fund was restricted to the purchase of generators and a projector. Items with a value of £1,450 were capitalised as fixed assets to be written off over useful life of five years.

Surrey Hills Society
Notes to the Financial Statements
for the Year Ended 31 March 2014

13. FIXED ASSETS

	Equipment £
Cost	
Cost brought forward at 1 April 2013	13,758
Additions	-
Cost carried forward at 31 March 2014	<u>13,758</u>
Depreciation	£
Accumulated depreciation brought forward at 1 April 2013	6,803
Charge for the year	2,752
Accumulated depreciation carried forward at 31 March 2014	<u>9,555</u>
Net book value	
Net book value at 31 March 2014	<u>4,203</u>
Net book value at 31 March 2013	<u>6,955</u>

14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.14 £	31.3.13 £
Other debtors	<u>428</u>	<u>1,724</u>

15. MOVEMENT IN FUNDS

	At 1.4.13 £	Net movement in funds £	At 31.3.14 £
TOTAL FUNDS	<u>25,962</u>	<u>7,983</u>	<u>33,945</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	22,987	(13,835)	9,152
Restricted funds	1,126	(2,295)	(1,169)
TOTAL FUNDS	<u>24,113</u>	<u>(16,130)</u>	<u>7,983</u>

16. CAPITAL COMMITMENTS

There were no capital commitments as at 31 March 2014 (2013: £nil).

17. LIMITED LIABILITY

The charity is limited by guarantee with each member's liability restricted to £1 should the charity be wound up.

18. IRRECOVERABLE VAT

The Charity is not registered for the purposes of Value Added Tax. All Value Added Tax incurred on purchases is written off to the expense account to which the original purchase related.

Surrey Hills Society
Detailed Statement of Financial Activities
for the Year Ended 31 March 2014

	31.3.14	31.3.13
	£	£
INCOMING RESOURCES		
Voluntary income		
Donations	2,324	2,216
Gift aid	1,944	1,711
Subscriptions	10,324	9,283
Grants to fund gift membership packs	<u>-</u>	<u>757</u>
	14,592	13,967
Activities for generating funds		
Sale of promotional products	608	975
Raffle	521	-
Cycle sponsorship	<u>1,299</u>	<u>-</u>
	2,428	975
Investment income		
Deposit account interest	<u>122</u>	<u>8</u>
Income from charitable activities		
Society events	<u>6,971</u>	<u>5,251</u>
	<u> </u>	<u> </u>
Total incoming resources	<u>24,113</u>	<u>20,201</u>
RESOURCES EXPENDED		
Costs of generating voluntary income		
Literature, brochures, promotional material & events	868	2,470
Equipment purchases	146	-
Depreciation	<u>2,752</u>	<u>2,751</u>
	3,766	5,221
Fundraising trading		
Promotional products	340	423
Raffle costs	141	-
JustGiving	<u>144</u>	<u>-</u>
	625	423
Charitable activities		
Society events	4,011	2,207
Cost of consultant administrator	<u>5,493</u>	<u>8,240</u>
	9,504	10,447
Governance costs		
Management meetings	<u>-</u>	<u>81</u>
	-	81
Support costs		
Management		
Insurance	1,897	1,870
Postage and stationery	82	1,992
Sundry	<u>88</u>	<u>112</u>
	2,067	3,974
Information technology		
IT Equipment and costs	<u>168</u>	<u>174</u>
Total resources expended	<u>16,130</u>	<u>20,320</u>
Net income/(expenditure)	<u><u>7,983</u></u>	<u><u>(119)</u></u>

This page does not form part of the statutory financial statements