



Campaign to Protect
Rural England
SURREY BRANCH

**The Surrey Branch of the Campaign to Protect
Rural England
(known as CPRE Surrey)**

(A Company limited by guarantee)

**Trustees' Annual Report & Financial Statements
for the year ended 31 December 2019**

**Company no: 4551761
Charity no: 1106245**

The Surrey Branch of the Campaign to Protect Rural England
(known as CPRE Surrey) - Company reg no. 04551761. Registered Charity no. 1106245.

Directors, officers and advisers

| | |
|---|---|
| President | Tim Harrold |
| Vice-Presidents | Gillian Hein Anthony Isaacs MBE (from 14 September 2019) |
| Directors and Trustees | John Chesters (resigned 14 September 2019) Sarah Clayton Anthony Isaacs MBE (resigned 14 September 2019) Kristina Kenworthy - Chair Tim Murphy -Vice Chair Max Rosenberg Michael Sydney Keith Tohill Malcolm Williamson |
| Branch Director | Andy Smith |
| Company registration no. | 04551761 |
| Registered charity no. | 1106245 |
| Headquarters & Registered Office | Room 2, The Institute, 67 High Street, Leatherhead, Surrey KT22 8AH |
| Bankers | CAF Bank Ltd, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent ME19 4JQ |
| Website | www.cpresurrey.org.uk |

The Surrey Branch of the Campaign to Protect Rural England

(known as CPRE Surrey) - Company reg no. 04551761. Registered Charity no. 1106245.

Trustees' annual report for the year ended 31 December 2019 (incorporating the Directors' Report)

The Trustees are pleased to present their report with the financial statements of the charity for the year ended 31 December 2019.

Governing Document

The Surrey Branch of the Campaign to Protect Rural England is a company limited by guarantee and governed by its Memorandum and Articles (as amended 23 April 2010). It is also registered as a charity with the Charity Commission.

Structure, Governance & Management

The structure of CPRE Surrey was originally formed from the 11 District Committees whose areas of responsibility corresponded with the Local Authorities within the County. Each District committee was represented on the CPRE Surrey Planning and Campaign Committee (P&CC) which meets up to six times per annum. Over the recent years, the membership and activity of these District Committees has reduced, and many are no longer active. Therefore, although for years up to 2009, recruitment of new trustees/directors was normally made from the P&CC, in subsequent years trustees/directors who were not members of the P&CC have also been co-opted. In addition, where a skills-gap has been identified or a role has become vacant, trustees/directors have been recruited based on their application for the role and the agreement of the board following the attendance of the co-opted trustee/director at a board meeting. At the Annual General Meeting each year officers and trustees are elected to form the Board of CPRE Surrey which meets at least three times per annum. Details of trustees and officers are shown on page 1. Induction and training of new trustees/directors is provided by CPRE National Office and by attendance at appropriate conferences.

The Articles of Association were last amended in April 2010 following the recommendation of the Board and in order to allow more flexibility over the appointment and retirement of the trustees and honorary officers. The Board has been considering adopting new model articles of association to reflect how CPRE Surrey is governed and conforms to changes under the Companies Act 2006 and Charities Act 2011. The intention is to work with CPRE, the national charity, during 2020 to achieve this goal and reflect the way the company/charity is run.

The Leatherhead office team met regularly throughout the year and responded to inquiries from our members and submitted comments on Local Plans and major planning applications. There were no meetings of the Planning and Policy Campaign Committee in 2019. Instead the Monday morning meetings held at the Leatherhead office with the Branch Director were regularly attended, on a voluntary basis, by the chairs of Epsom & Ewell, Mole Valley, Tandridge, Guildford and Reigate & Banstead. There is overlap between attendees of these executive team meetings and the Board, and explains why the P&PC committee has been inactive in recent year. The Board met over the year in order, for example, to decide what stance to take in relation challenging the Guildford Local Plan as well as to conduct its usual business. We publish a newsletter several times per year giving details of our activities and campaigns and keeping our members informed.

Public Benefit

The charity's trustees have complied with their duty in Section 17(5) of the 2011 Charities Act to have due regard to guidance published by the Charity Commission.

Objectives

CPRE Surrey exists to promote the beauty, tranquillity and diversity of rural England by encouraging the sustainable use of land and other natural resources in town and country. It is actively involved in the land use planning process and in consultation on national, county, and district policy formulation and implementation in this context. CPRE Surrey is an advisory member to the Board of the Surrey Hills Area of Outstanding Natural Beauty (AONB), we appear at a number of public enquiries each year and comment on major planning applications in all districts. We campaign strongly for the protection and enhancement of the countryside throughout the county and for the improvement of environmental quality.

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Trustees' annual report for the year ended 31 December 2019 (incorporating the Directors' Report)

Activities & Performance in 2019

Waverley Local Plan Legal Challenge

CPRE Surrey challenged the Waverley Local Plan Part 1 adopted by the Council in February 2018. The application for a statutory review was dismissed following a two-day hearing in the High Court in October 2018. This was followed by an application for permission to appeal which was granted in early 2019. The appeal was heard on 24 June 2019 together with an appeal from Protect Our Waverley (POW) on effectively identical grounds. Lord Justice Lindblom, who wrote the Court of Appeal judgment, said in dismissing our appeals, that the main question was whether the Council, when preparing its Local Plan, had made any legal error in its consideration of the unmet housing need in Woking. We had argued that the method the Inspector had used to calculate Woking's unmet need was inconsistent with Waverley's approach to its own housing numbers. And represented a crude assessment of Woking's so called unmet housing need which inflated the housing requirement in Waverley by 83 dwellings per annum for the life of the plan. He said CPRE failed to demonstrate any error of law in the Inspector's approach or the conclusions were unreasonable. Inspector Bore had not exceeded his range of reasonable planning judgment and the Council had not acted unlawfully in adopting Part 1 of its Local Plan. CPRE Surrey was ordered to pay the Council's costs, £10,000 in the High Court and a further £10,000 in the Court of Appeal. This was funded from the CPRE Surrey's reserves with approval of the Board. Our own side legal expenses were funded through donations made in the previous financial year and totalling £45,000, with our solicitors acting on greatly reduced rates and instructing experienced but junior counsel. The total cost to the charity of taking this action in the High Court and Court of Appeal was £65,000 including VAT.

Guildford Local Plan Challenge

The plan was adopted on 25 April 2019, a few days before the 2 May local elections resulted the composition of the council changing radically. The council debate involved vociferous and heartfelt opposition to the adoption of the Local Plan whereby the housing requirement figure had been brought down to 10,678 or 562 dwellings per annum, while the allocation of sites remained with the potential to deliver 14,602 dwellings over the plan period. Naturally the opposition to the Local Plan included CPRE Surrey and members of the Guildford District Committee working closely with various residents' associations and parish councils. The Board met in May to consider what role CPRE Surrey should play given that our Court of Appeal case was coming up the following month with the possibility of our losing and being ordered to pay costs. The Board resolved that we would not be the claimant in any legal challenge and it was apparent that the plan would be challenged by other parties. Wisley Action Group and Ockham Parish Council would be challenging the allocation of the former Wisley Airfield at Three Meadows Farm represented by Richard Harwood QC ; while Compton Parish Council, supported by Save the Hog's Back action group, had decided to challenge the allocation of Blackwell Farm with Richard Kimblin QC. A further group of local residents around Send and the Horsleys had coalesced around Julian Cranwell, a member of the Guildford Greenbelt Group, who was also prepared to challenge the local plan. CPRE Surrey was instrumental in fundraising on behalf of the Claimants and, in addition, donated £5,000 from our reserves to Save the Hog's Back fundraising for Compton Parish Council to pay its legal expenses.

The case was heard during a three day hearing by Sir Duncan Ouseley in the High Court in November 2019 with nine parties each represented by counsel – the Secretary of State, the Council and four Interested Parties (developers) and the three Claimants. The judge dismissed all three claims in a judgment that came out in early December. He held that there is no definition of the policy concept of exceptional circumstances; it is a question of planning judgment as to whether the circumstances exist for release of land in the Green Belt for housing in the Local Plan. The Council had not erred in law on any of the grounds brought by the three Claimants and costs were awarded to the Council.

Ockham PC and WAG applied for permission to appeal but this too was refused in early 2020 bringing the legal proceedings to an end.

The Surrey Branch of the Campaign to Protect Rural England

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9 Trustees' annual report for the year ended 31 December 2019 (incorporating the Directors' Report)

Activities & Performance in 2019 (continued)

London Green Belt Council

CPRE Surrey remains responsible for the administrative and secretarial functions of the London Green Belt Council (LGBC), and received a total of £5,000 during this financial year direct from the LGBC together with a further grant of £5,000 from CPRE National Charity. The grant money was used to employ the services of Hilary Livesey to research and compile a report entitled A Positive Vision for London's Green Belt which was presented to the London Green Belt All Party Parliamentary Group chaired by Crispin Blunt MP and Lord Rogers of Riverside. CPRE Surrey also partnered with National CPRE and other CPRE Branches within the London Metropolitan Green Belt to co-ordinate research and a response to the ongoing threats to London Metropolitan Green Belt through housing development.

Tandridge Local Plan Examination in Public

The Council's proposed new garden community at South Godstone has led to CPRE Surrey's involvement with Tandridge Lane Action Group and assisting them, together with the LGBC, bring this to the media's attention. In addition and at the request of Michael Sydney we made a donation of £2,500 from our reserves to their professional fees.

Other activities

CPRE Surrey has been campaigning against further drilling in exploration for oil across Surrey and supporting campaigners and members efforts in challenging the grant of planning permission. We also continue to be involved in local plans in Epsom and Ewell, Elmbridge, Surrey Heath and Mole Valley and Runnymede. We cannot cover every area of Surrey but with the benefit of our Branch Director and planning volunteers and hardworking district chairs we are doing the best we can. As ever we need more volunteers in the districts and members to support our efforts.

Board Membership

The Annual General Meeting of the members was held at Painshill Park in September and was well attended owing to the interest in our work and the quality of our speakers. Anthony Isaacs retired as a long serving and much valued board member and was duly appointed as a Vice President. Tim Harrold was duly appointed President of CPRE Surrey in recognition of his immense contribution to the charity and his standing down as chair of the Guildford District Committee. Our Hon. Treasurer John Chesters had to retire from the Board at the September AGM due to his house move from Surrey to Hertfordshire and his employment in St Albans. He has been a great support to the Board and until a new trustee can be identified to take his place, he continues to assist with the banking arrangements, for which the Chair is most grateful.

Financial review

CPRE Surrey had an overall deficit in 2019 of £28,613 on its activities, compared with a deficit of £1,027 for 2018 and at 31 December 2019 had total reserves of £88,684, which are all unrestricted.

Total income for the year was £82,868 compared with £103,988 for 2018. Donations totalling £50,042 were received, of which £27,511 were restricted. Unrestricted donations included £10,000 from Lobs Charity. Subscription income from CPRE National Office was again down from the previous year at £31,085 (£32,778 in 2018). However, Crispin Truman Chief Executive of the National Charity informed the branches that the Board had resolved to guarantee our share of membership fees would remain at 2019 levels for the next two years while the organisational changes are worked through. This is most welcome and means that CPRE Surrey can continue to operate as normal over the next two years, while working on broadening our appeal and membership base. We also need to recruit new trustees to join the board and volunteers to work with us in the Leatherhead office or with local district groups

Total expenditure was £115,467 compared with £104,474 for 2018. Legal fees were £24,481, being the £20,000 Waverley costs award and £4,481 in respect of Aaron's Hill, Waverley, the latter being covered by a restricted use donation. Donations and subscriptions payable of £33,479 (£570 in 2018) includes £23,030 of funds raised online via MyDonate or CAF Donate in respect of the Guildford Local Plan challenge and passed on to the solicitors acting for the Claimants to cover their legal expenses. Some money was also raised by appealing direct to our members and the Gift Aid will be claimed in due course. It also includes donations from our own reserves of £8,500 to external organisations and campaign groups.

The Surrey Branch of the Campaign to Protect Rural England

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Trustees' annual report for the year ended 31 December 2019 (incorporating the Directors' Report)

Investment and reserves policy

The reserves of the Charity are shown on the Balance Sheet on page 8. Our reserves policy (which is kept under review by the trustees) is as far as possible to maintain an unrestricted fund equivalent to at least six months expenditure. There will be continued need to use some of our reserve funds but now that the legal action has come to an end it is not anticipated that there will be any call on reserves to meet any legal expenses in the near future. Rather reserves will be used to pay our Branch Director's salary and to enable us to run the office and communicate with our members and campaign effectively for Surrey's countryside and the benefits it brings to all our residents and visitors alike.

The trustees have the power to invest any funds not required for immediate use on deposit or invest as they see fit. £41,222 is currently on deposit with Monmouthshire Building Society in a Charities and Clubs Direct 30 Account. In addition there is a small investment in COIF Charities Investment Income Units, which had a year-end valuation of £22,434 and produced dividend income of £673. There is no investment adviser. The Trustees intend to review these investments during the course of 2020.

COVID-19

At the time of writing the country is in lock down due to the Covid 19 situation. Our Leatherhead office is closed for meetings and visitors and only frequented by the Branch Director, who is largely working from home. The Monday morning meetings will be virtual and volunteers are able to keep in regular touch via telephone and email. The Board will hold its first virtual meeting in April and anticipate that arrangements will be made for a virtual AGM if necessary.

Our share of the membership fees has been guaranteed by the National Charity to remain at the 2019 level. We have sufficient reserves (three quarters is in cash at the bank or building society) to be able to run the Leatherhead office and retain our only employee on full salary for this year (subject to Board approval in April). The charity will continue to recruit members and volunteers and we are confident that the organisation can adapt and survive this financial year using all the digital technology and support from the National Charity available.

Risk management

The Trustees are responsible for identifying the major risks to which the charitable company is exposed and ensuring that steps are taken to manage these risks.

The Surrey Branch of the Campaign to Protect Rural England

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Trustees' annual report for the year ended 31 December 2019 (incorporating the Directors' Report)

Trustees' responsibilities in relation to the financial statements

The Trustees (who are also directors for the purposes of company law) are responsible for the preparation of the Annual Report and the financial statements in accordance with UK Generally Accepted Accounting Practice (UK Accounting Standards and applicable law). The financial statements are required to give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity, including its income and expenditure, for that period. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and apply them consistently
- make judgements and estimates that are reasonable and prudent
- observe the methods and principles in the Charities SORP
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue operations.

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 accounts 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 Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the UK governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

This report has been prepared in accordance with 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), and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Kristina Kenworthy - Chair

24 April 2020

The Surrey Branch of the Campaign to Protect Rural England

(known as CPRE Surrey) - Company reg no. 04551761. Registered Charity no. 1106245.

Independent Examiner's Report to the Trustees on the accounts for the year ended 31st December 2019

I report on the financial statements of the charitable company for the year ended 31 December 2019 which are set out on pages 8 to 13.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent Examiner's Statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- (1) accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
- (2) the accounts do not accord with those records; or
- (3) the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
- (4) the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Daniel M Valentine ACA
Begbies Chartered Accountants
Old Printers House
Stone Street
Cranbrook
Kent TN17 3HF
7 May 2020

The Surrey Branch of the Campaign to Protect Rural England

(known as CPRE Surrey) - Company reg no. 04551761. Registered Charity no. 1106245.

Statement of Financial Activities for the year ended 31 December 2019 (including Income and Expenditure Account)

| | Notes | Restricted Fund 2019 | Unrestricted Fund 2019 | Total Funds 2019 | Restricted Fund 2018 | Unrestricted Fund 2018 | Total Funds 2018 |
|--|-------|-------------------------|---------------------------|---------------------|-------------------------|---------------------------|---------------------|
| | | £ | £ | £ | £ | £ | £ |
| Income from: | | | | | | | |
| Donations and legacies | | | | | | | |
| Share of subscription income | 4 | - | 31,085 | 31,085 | - | 32,778 | 32,778 |
| Donations | | 27,511 | 22,531 | 50,042 | 39,770 | 29,178 | 68,948 |
| Legacies | | - | - | - | - | 500 | 500 |
| Other trading activities | | | | | | | |
| Fund raising events | | - | 1,068 | 1,068 | - | 1,020 | 1,020 |
| Investments | 5 | - | 673 | 673 | - | 742 | 742 |
| Total income | | 27,511 | 55,357 | 82,868 | 39,770 | 64,218 | 103,988 |
| Expenditure on: | | | | | | | |
| Raising funds | | | | | | | |
| Direct costs of fundraising | | - | 200 | 200 | - | 800 | 800 |
| Indirect costs | 6 | - | 4,467 | 4,467 | - | 4,665 | 4,665 |
| Charitable activities | 6 | 27,511 | 83,289 | 110,800 | 45,000 | 53,695 | 98,695 |
| Total expenditure | | 27,511 | 87,956 | 115,467 | 45,000 | 59,474 | 104,474 |
| Net gains/(losses) on investments | | - | 3,403 | 3,403 | - | (541) | (541) |
| Net income/(expenditure) | | - | (29,196) | (29,196) | (5,230) | 4,203 | (1,027) |
| Transfers between funds | | - | - | - | 5,230 | (5,230) | - |
| Net movement in funds | | - | (29,196) | (29,196) | - | (1,027) | (1,027) |
| Reconciliation of funds: | | | | | | | |
| Fund balances at 31 December 2018 | | - | 117,880 | 117,880 | - | 118,907 | 118,907 |
| Fund balances at 31 December 2019 | | - | 88,684 | 88,684 | - | 117,880 | 117,880 |

The notes on pages 10-13 form part of these financial statements.

The Statement of Financial Activities includes all gains and losses in the year. All income and expenditure derive from continuing activities.

The Surrey Branch of the Campaign to Protect Rural England

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Balance Sheet at 31 December 2019

| | Notes | Total Funds 2019 | Total Funds 2018 |
|---|-------|------------------------|------------------------|
| | | £ | £ |
| Fixed assets | | | |
| Tangible assets | 7 | 53 | 137 |
| Investments | 8 | <u>22,434</u> | <u>19,031</u> |
| | | 22,487 | 19,168 |
| Current assets | | | |
| Debtors and prepayments | 9 | 11,763 | 13,628 |
| Cash at bank | | 64,375 | 112,965 |
| | | <u>76,138</u> | <u>126,593</u> |
| Creditors - amounts falling due within one year | 10 | <u>(9,941)</u> | <u>(27,881)</u> |
| Net current assets | | 66,197 | 98,712 |
| Total net assets | | <u>88,684</u> | <u>117,880</u> |
| Total funds | 11 | | |
| Unrestricted fund | | | |
| Income reserve fund | | 78,165 | 110,764 |
| Revaluation reserve | | <u>10,519</u> | <u>7,116</u> |
| | | 88,684 | 117,880 |
| Restricted fund | | - | - |
| | | <u>88,684</u> | <u>117,880</u> |

For the year ended 31 December 2019 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476.

The Directors/Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of accounts.

The accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the Directors/Trustees on 24 April 2020, and signed on their behalf.

Kristina Kenworthy - Chair

The notes on pages 10-13 form part of these financial statements.

The Surrey Branch of the Campaign to Protect Rural England
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Notes to the financial statements for the year ended 31 December 2019

1. Accounting policies

(i) Basis of accounting

The accounts have been prepared in accordance with 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), the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The charity constitutes a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

(ii) Fund accounting

The Unrestricted fund is available for use at the discretion of the trustees in furtherance of the general objectives of the charity. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

(iii) Income recognition

All income is recognised once the charity has entitlement to the income, there is sufficient certainty of receipt and so it is probable that the income will be received, and the amount of income receivable can be measured reliably.

The Surrey share of subscription income received from the National Office of CPRE is accounted for on an accruals basis. Income from events is treated as income when the events actually occur. Dividends are credited to the revenue account as they are received. Donations and legacies are recognised when the charity has entitlement to the resource and it is probable that the resources will be received.

(iv) 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 settlement will be required and the amount of the obligation can be measured reliably.

The charity is not registered for VAT and where applicable, expenditure is shown inclusive of VAT. Campaign costs have been apportioned between expenditure on charitable activities and costs of raising funds based on an estimated percentage.

(v) Fixed assets

Fixed assets are stated at cost less aggregate depreciation. Depreciation of office equipment is provided at 25% straight line to write off its cost over its anticipated useful life.

(vi) Debtors and creditors receivable/payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

(vii) Tax

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

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Notes to the financial statements for the year ended 31 December 2019 (continued)

2. The company

The Surrey Branch of the Campaign to Protect Rural England (CPRE Surrey) is formed under the Companies Act and has no share capital, being a company limited by guarantee. The maximum liability of each of its members is £1.

3. Directors/trustees information

Directors/trustees received no remuneration for their services (2018: £nil).

Expenses of £1,890 for mileage, parking, other travel, and subsistence were reimbursed to 5 directors/trustees (2018: 5 directors/trustees reimbursed £2,741). There were no other related party transactions.

4. Share of subscription income

Members of CPRE who are resident in Surrey and those wishing to support Surrey are automatically members of CPRE Surrey. CPRE Surrey is funded by a variable percentage of subscriptions and linked donations which National Office pass on quarterly.

5. Investment income

| | Restricted 2019 £ | Unrestricted 2019 £ | Total 2019 £ | Restricted 2018 £ | Unrestricted 2018 £ | Total 2018 £ |
|---|-------------------------|---------------------------|--------------------|-------------------------|---------------------------|--------------------|
| Bank deposit interest | - | - | - | - | 82 | 82 |
| Dividends from COIF Charities Investment Fund - Income Units | - | 673 | 673 | - | 660 | 660 |
| | - | 673 | 673 | - | 742 | 742 |

6. Expenditure on charitable activities

Campaign costs

| | | | | | | |
|--------------------------------|---|--------|--------|---|--------|--------|
| Staff salaries | - | 35,291 | 35,291 | - | 34,886 | 34,886 |
| Travel & subsistence | - | 2,060 | 2,060 | - | 4,579 | 4,579 |
| Office costs | - | 5,971 | 5,971 | - | 5,581 | 5,581 |
| Telephone, broadband & website | - | 1,094 | 1,094 | - | 1,103 | 1,103 |
| Room & hall hire | - | 52 | 52 | - | 290 | 290 |
| Office equipment depreciation | - | 84 | 84 | - | 90 | 90 |
| Bank charges | - | 120 | 120 | - | 120 | 120 |
| | - | 44,672 | 44,672 | - | 46,649 | 46,649 |

Allocated to expenditure on raising funds (10%):

| | | | | | | |
|---------------------------|--------|---------|---------|--------|---------|---------|
| | - | (4,467) | (4,467) | - | (4,665) | (4,665) |
| | - | 40,205 | 40,205 | - | 41,984 | 41,984 |
| Legal fees | 4,481 | 20,000 | 24,481 | 45,000 | - | 45,000 |
| Consultancy fees | | 4,807 | 4,807 | - | 2,573 | 2,573 |
| Donations & subscriptions | 23,030 | 10,449 | 33,479 | - | 570 | 570 |
| | 27,511 | 75,461 | 102,972 | 45,000 | 45,127 | 90,127 |

Members newsletters

| | | | | | | |
|--|---|-------|-------|---|-------|-------|
| | - | 3,693 | 3,693 | - | 4,979 | 4,979 |
|--|---|-------|-------|---|-------|-------|

Governance

| | | | | | | |
|--|---|-------|-------|---|-------|-------|
| AGM & annual report | - | 420 | 420 | - | 225 | 225 |
| Insurance & data protection | - | 415 | 415 | - | 378 | 378 |
| Independent examination and other fees | - | 3,300 | 3,300 | - | 3,300 | 3,300 |

Total expenditure on charitable activities

| | | | | | | |
|--|--------|--------|---------|--------|--------|--------|
| | 27,511 | 83,289 | 110,800 | 45,000 | 54,009 | 99,009 |
|--|--------|--------|---------|--------|--------|--------|

The Surrey Branch of the Campaign to Protect Rural England
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Notes to the financial statements for the year ended 31 December 2019 (continued)

7. Employee information

| | 2019 | 2018 |
|----------------------------------|---------------|---------------|
| | £ | £ |
| Gross salary | 33,996 | 33,996 |
| Employer's National Insurance | 529 | 359 |
| Employer's pension contributions | 766 | 531 |
| | <u>35,291</u> | <u>34,886</u> |

The average number of employees in the year was 1 (2018: 1).

8. Tangible assets

| | Office equipment |
|------------------------|-----------------------------|
| | £ |
| Cost: | |
| As at 1 January 2019 | 1,055 |
| Additions | - |
| As at 31 December 2019 | <u>1,055</u> |
| Depreciation: | |
| As at 1 January 2019 | 918 |
| Charge for the year | 84 |
| As at 31 December 2019 | <u>1,002</u> |
| Net book value: | |
| As at 31 December 2019 | <u>53</u> |
| As at 31 December 2018 | <u>137</u> |

9. Investments

| | 2019 | 2018 |
|--------------------------|---------------|---------------|
| | £ | £ |
| As at 1 January 2019 | 19,031 | 19,572 |
| Revaluation for the year | 3,403 | (541) |
| As at 31 December 2019 | <u>22,434</u> | <u>19,031</u> |

The company holds 1,325.22 Income Units in COIF Charities Investment Fund (held in the UK). The investment was acquired at the market value of £11,915 on 31 December 2004, when it was transferred to the company from the unincorporated charity, CPRE Surrey.

10. Debtors

| | 2019 | 2018 |
|--|---------------|---------------|
| | £ | £ |
| Accrued share of subscription income | 7,876 | 9,741 |
| Prepayments (office rent, business rates, telephone and postage) | 1,350 | 1,350 |
| Gift aid | 2,537 | 2,537 |
| | <u>11,763</u> | <u>13,628</u> |

11. Creditors - amounts falling due within one year

| | 2019 | 2018 |
|-----------|--------------|---------------|
| | £ | £ |
| Accruals | 9,131 | 27,281 |
| PAYE & NI | 550 | - |
| 100 Club | 260 | 600 |
| | <u>9,941</u> | <u>27,881</u> |

The Surrey Branch of the Campaign to Protect Rural England
(known as CPRE Surrey) - Company reg no. 04551761. Registered Charity no. 1106245.

Notes to the financial statements for the year ended 31 December 2019 (continued)

| 12. Analysis of movements in funds | Funds | | Gains / | | | Funds |
|------------------------------------|---------|---------|-------------|-------------|-----------|---------|
| | 1 Jan | Income | Expenditure | (losses) on | Transfers | 31 Dec |
| 2019 | 2019 | | | investments | | 2019 |
| | £ | £ | £ | £ | £ | £ |
| Restricted fund | | | | | | |
| Aaron's Hill, Waverley | - | 4,481 | (4,481) | - | - | - |
| Guildford local plan challenge | - | 23,030 | (23,030) | - | - | - |
| | - | 27,511 | (27,511) | - | - | - |
| Unrestricted fund | | | | | | |
| Income reserve fund | 110,764 | 55,357 | (87,956) | - | - | 78,165 |
| Revaluation reserve | 7,116 | - | - | 3,403 | - | 10,519 |
| | 117,880 | 55,357 | (87,956) | 3,403 | - | 88,684 |
| Total funds | 117,880 | 82,868 | (115,467) | 3,403 | - | 88,684 |
| | | | | | | |
| 2018 | Funds | Income | Expenditure | Gains / | Transfers | Funds |
| | 1 Jan | | | (losses) on | | 31 Dec |
| | 2018 | £ | £ | investments | £ | 2018 |
| | £ | £ | £ | £ | £ | £ |
| Restricted fund | | | | | | |
| Waverley District | - | 39,770 | (45,000) | - | 5,230 | - |
| | - | 39,770 | (45,000) | - | 5,230 | - |
| Unrestricted fund | | | | | | |
| Income reserve fund | 111,250 | 64,218 | (59,474) | - | (5,230) | 110,764 |
| Revaluation reserve | 7,657 | - | - | (541) | - | 7,116 |
| | 118,907 | 64,218 | (59,474) | (541) | (5,230) | 117,880 |
| Total funds | 118,907 | 103,988 | (104,474) | (541) | - | 117,880 |

13. Analysis of net assets between funds

| | 2019 | | 2018 | |
|-----------------------|-----------------|-------------------|-----------------|-------------------|
| | Restricted fund | Unrestricted fund | Restricted fund | Unrestricted fund |
| | £ | £ | £ | £ |
| Tangible fixed assets | - | 53 | - | 137 |
| Investments | - | 22,434 | - | 19,031 |
| Net current assets | - | 66,197 | - | 98,712 |
| | - | 88,684 | - | 117,880 |

14. Commitments under operating leases

Office accommodation is held on a three year lease which expires on 4 April 2021.

CPRE Surrey had minimum lease payments under non-cancellable operating leases as set out below

| | 2019 | 2018 |
|---|-------|--------|
| | £ | £ |
| Within one year | 5,400 | 5,400 |
| Between 1 year and not later than 5 years | 1,350 | 6,750 |
| | 6,750 | 12,150 |