

Bristol Memorial Woodland Trust

Accounts

26

for the year ended

31st July, 2014

Registered Charity Number: 1082094

Bristol Memorial Woodland Trust

Accounts for the year ended 31st July, 2014

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Bristol Memorial Woodland Trust

Accounts for the year ended 31st July, 2014

Trustees and other information

Trustees	Christopher Hiatt Baker Peter John Lacey Michael James Morrice Hugo Ronald Allan Spowers Colin Robert Wilcox
Principal address	Old Gloucester Road Earthcott Green Alveston Bristol, BS35 3TA
Independent Examiner	Dunkley's Woodlands Grange Woodlands Lane Bradley Stoke Bristol, BS32 4JY
Bankers	Lloyds TSB Bank plc, 40 High Street Chipping Sodbury, BS37 6AH
Solicitors	Osborne Clarke 2, Temple Back East Temple Quay Bristol, BS1 6EG
Registered charity number:	1082094

Bristol Memorial Woodland Trust

Accounts for the year ended 31st July, 2014

Trustees' report

The Trustees present their report with the financial statements of the charity for the year ended 31st July, 2014. The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March, 2005.

STRUCTURE, GOVERNANCE, AND MANAGEMENT

Governing instrument

The Charity was created by a Declaration of Trust dated 18th May, 2000, which was amended by supplemental deeds dated 7th August, 2000, and 3rd January, 2001.

The Trust was registered as a charity with the registered number 1082094 on 21st August, 2000.

Appointment of Trustees

New trustees are appointed by written resolution of the existing Trustees who select people who can bring relevant experience.

The Trust Deed stipulates that there should be at least two trustees.

Trustee induction and training

New Trustees are briefed on their legal obligations under charity laws and on the content of the Trust Deed together with the decision-making processes and the recent financial performance of the Charity.

Organisation

The Trustees administer the Charity. Policies and strategies are determined by the Trustees who are required to hold formal meetings at least twice a year. The Trustees do not receive any remuneration.

The Trustees who have served during the year are:

Christopher Hiatt Baker
Peter John Lacey
Michael James Morrice
Hugo Ronald Allan Spowers
Colin Robert Wilcox

The day-to-day management of the Trust is delegated to Michael Morrice.

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 believe that they have identified the major risks to which the Trust is exposed, and are satisfied that systems are in place to mitigate exposure to those risks.

OBJECTIVES AND ACTIVITIES

Objects of the charity

The objects of the charity are:

- for the public benefit to create and preserve woodland areas and to maintain and perpetuate the same by long rotations of planting and felling;
- for the public benefit to conserve and protect all forms of wildlife so as to safeguard genetic diversity in woodlands and special nature reserves maintained by the Trust and elsewhere.

Bristol Memorial Woodland Trust

Accounts for the year ended 31st July, 2014

Trustees' report (cont)

Objects of the charity (cont)

The Trustees confirm that they have referred to the guidance contained in the Charity Commissions general guidance on public benefit when reviewing the Trust's aims and objectives for the year.

Relationship with Bristol Memorial Woodlands Limited

Bristol Memorial Woodlands Limited is a company established to provide the setting for sensitive burials in a woodland setting. Whilst burial plots are being sold it is in the interest of that company to maintain the land in a tidy state, but once the plots have been sold there will be no income to the company for continuing maintenance. For that reason the Charity was established, and it will receive a donation for each burial plot sold, so that a fund can be built up to ensure the maintenance and management of the woodland in perpetuity.

Christopher Hiatt Baker is director and a shareholder of the Company and a trustee of the Trust. Colin Wilcox is a director of the Company and a trustee of the Trust.

During the year, the Trust received donations from the Company of £2,975 (2013 - £2,715).

Achievement of objectives

Our current objectives are to build the reserves so that in the future we will be able to finance the required maintenance of the woodland cemetery.

FINANCIAL REVIEW

Review

Incoming resources increased to £29,722 (2013: £23,808). This is due to lower interest receipts and an increase in donations.

Apart from the Independent Examiner expenses of £315, the Bookkeeper's fee of £0 and bank charges of £0 no charitable expenses were incurred by the Charity during this accounting period.

No significant events have occurred since the year end.

Reserves policy and funds

In accordance with the Charity's objectives, its policy is to increase reserves to the point where the Charity may maintain woodlands from invested income.

Most donations received by the Trust have been made for the purpose of the future upkeep of the grounds owned by the Trust. Accordingly it has been decided that these funds should be **Restricted Funds** which will be spent in line with those donors' wishes. The remaining income has been designated as **Unrestricted Funds** which is available for the general expenditure of the Trust.

Principal funding sources

All funds are received directly from individuals. There is no funding from government or local authorities.

Investment policy and objectives

The Trustees have wide powers of investment. At present all funds are held on interest bearing deposit accounts.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees 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.

Bristol Memorial Woodland Trust

Accounts for the year ended 31st July, 2014

Trustees' report (cont)

STATEMENT OF TRUSTEES' RESPONSIBILITIES (CONT)

The law applicable to charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed, 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 Charity and of the incoming resources and application of resources, including the income and expenditure, of the Charity 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 Charity 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 Charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed by two Trustees on behalf of all the Trustees

Christopher Hiatt Baker



Michael Morrice



1st October, 2014

Independent Examiner's Report

to the Trustees of Bristol Memorial Woodland Trust

I report on the financial accounts of the Trust for the year ended 31st July, 2014, which are set out on pages 7 to 9.

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.

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 sections 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 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 statement 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 sections 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act

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.



Michael Dunkley, F.C.A.

Dunkley's

Chartered Accountants
Woodlands Grange
Woodlands Lane
Bradley Stoke, BS32 4JY

1st October, 2014

Bristol Memorial Woodland Trust
Statement of financial activities
for the year ended 31st July, 2014

	Notes	2014	2013
		Designated funds	Unrestricted funds
			Total funds
			£
			2013 Total funds
			£
Incoming resources	1.		
Donations received		20,875	20,875
Tax refunds in respect of donations received		3,441	3,441
Interest received			5,406
		5,406	5,406
Total incoming resources		<u>24,316</u>	<u>29,722</u>
		<u>5,406</u>	<u>23,808</u>
Resources expended			
Management and administration cost			
Independent Examiner			315
Accountancy fees			0
Bank charges			0
		<u>0</u>	<u>315</u>
		<u>315</u>	<u>590</u>
Total resources expended		<u>0</u>	<u>315</u>
		<u>315</u>	<u>590</u>
Net incoming resources for the year		<u>24,316</u>	<u>5,091</u>
		<u>29,407</u>	<u>23,218</u>
Fund balances brought forward		181,925	22,515
		204,440	204,440
Fund balances carried forward		<u>206,241</u>	<u>27,606</u>
		<u>233,847</u>	<u>204,440</u>

Bristol Memorial Woodland Trust

Balance sheet

as at 31st July, 2014

	Notes	2014 £	£	2013 £
Tangible fixed assets				
Land at cost	2.		20	<u>20</u>
Current assets				
Other debtors:				
Tax refund receivable		1,052		645
Sundry debtor		0		0
Cash at bank		233,125		204,365
		<u>234,177</u>		<u>205,010</u>
Creditors: amounts falling due within one year				
Trade creditors		330		570
Net current assets			<u>233,847</u>	<u>204,440</u>
Total assets			<u><u>233,867</u></u>	<u><u>204,460</u></u>

Represented by:

Funds	3.	Balance 31/7/2013	Movement in year	Balance 31/7/2014	
Unrestricted income funds		22,515	5,091	27,606	22,515
Designated funds		181,925	24,316	206,241	181,925
Designated land		20		20	20
Total funds		<u><u>204,460</u></u>	<u><u>29,407</u></u>	<u><u>233,867</u></u>	<u><u>204,460</u></u>

Signed by two Trustees on behalf of all the Trustees

Christopher Hiatt Baker



Michael Morrice



1st October, 2014

Bristol Memorial Woodland Trust

Notes on and forming part of the financial statements

for the year ended 31st July, 2014

1. Accounting policies

The accounts are prepared under the historic cost convention and in accordance with Accounting and Reporting by Charities - Statement of Recommended Practice (SORP 2005), the Charities Act 2011 and with Accounting Standards.

The following accounting policies have been applied consistently in dealing with items which are considered material to the Charity's accounts, and there has been no change in the accounting policies

A) INCOME

Donations and interest are recorded as received. Tax refunds on donations received are on a receivable basis.

B) EXPENDITURE

Expenditure includes provision for expenses incurred but not paid until the following year. Generally liabilities are recognised as soon as there is a legal or constructive obligation committing the Charity to the expenditure.

C) TAXATION

The Charity is exempt from tax on its charitable activities.

2. Tangible fixed assets

	<u>2014</u>	<u>2013</u>
Land	<u>20</u>	<u>20</u>

About 20 acres of land was donated to the Charity which has restrictive covenants permitting the subsoil to be accessed by Bristol Memorial Woodlands Limited inter alia for the burial of human or animal remains and the planting of trees. Due to the restrictive covenants and the use to which the subsoil is being put, the Trustees believe that the land should be included in the accounts at a nominal value.

3. Reserves

The unrestricted income funds are available for the general expenditure of the Trust.

The restricted fund includes a donation of land valued at £20 which the Charity is required to maintain in perpetuity.

The Trustees are responsible for setting a reserves policy. They take account that the Trust is required to maintain its land in perpetuity as soon as Bristol Memorial Woodlands Limited has no further interest in doing so. Accordingly, at present, all donations are added to the restricted fund reserves to build the investment base to produce sufficient income from investments in the future.

4. Payments or benefits to trustees

No remuneration or other benefits have been paid or are payable to any trustee of the charity or person connected with such a trustee, directly or indirectly from the funds of the charity or from the property of any institution or body corporate connected with the charity. There have been no transactions in which any trustee of the charity or person connected with such a trustee has a material interest.

5. Payments to the independent examiner

£315 has been accrued to pay the independent examiner in respect of examining the accounts of the charity

6. Approval of financial statements

The financial statements were approved by the Trustees on 1st October, 2014