



2008-09

Trustees' Report & Annual Accounts



otter - Stephen Bray

SWT Trustees' Report & Annual Accounts 2008-09

Sussex Wildlife Trust Trustees' Report 31 March 2009

The Trustees are pleased to present their report and the audited financial statements for the year ended 31 March 2009.

Reference and administrative details

Charity number: 207005
Company number: 698851

Registered and Principal Office

Woods Mill
Henfield
West Sussex BN5 9SD

Auditor

Baker Tilly UK Audit LLP.
International House
Queens Road
Brighton BN1 3XE

Directors and Trustees

The Directors of the charitable company (the Charity) are its Trustees for the purposes of charity law and throughout this report are collectively referred to as the Trustees.

The elected Trustees serving during the year and since the year end were as follows:

Mr David Streeter MBE
Honorary President

Mr David Johnson
Honorary Treasurer & Chair of Business Committee

Mr David Pennington
Honorary Secretary

Mr Phil Belden

Mr Pat Berry
Chairman of Council

Mr Robin Crane CBE

Mr David Green

Dr David Hill

Ms Lynnette Leeson
Chair of People & Wildlife Committee

Mr Alan Malpass

Dr John Parry

Dr Alan Stewart

Dr Rendel Williams
Chair of Conservation Committee

Senior Management

The Chief Executive Officer serving during the year was Dr. Tony Whitbread.

Heads of Department

Jon Whitty
Business

Janyis Watson
Conservation

Nigel Flynn
Education

Pete Crawford
Gatwick Greenspace

Sarah Hince
Marketing

James Power
Nature Reserves

Mike Russell
People & Wildlife

Henri Brocklebank
Sussex Biodiversity Record Centre/Living Landscapes

Structure, Governance and Management

Governing document

The Sussex Wildlife Trust is a company limited by guarantee under the Companies Act and is governed by its Memorandum and Articles of Association dated 14th October 2006.

Recruitment and appointment of Trustees

In accordance with the Memorandum and Articles of Association Trustees are elected by the Membership for terms of three years. At the end of the three-year term Trustees are required to stand for re-election. Nominations for new Trustees are considered each year prior to the Annual General Meeting (AGM) and are put forward for election at the AGM. When considering co-opting Trustees, Council has regard to the requirement for any specialist skills needed.

Trustee induction and training

New Trustees undergo an induction day. During this they meet departmental heads and other employees and also gain an understanding of their legal obligations with regard to charity and company law, the Memorandum and Articles of Association and the structure of the committee system. They are advised of appropriate Trustee training courses and are encouraged to attend.

Organisation

The Sussex Wildlife Trust is governed by the Council of Trustees which is responsible for setting policies and ensuring legality and good practice in accordance with the Memorandum and Articles of Association of the Trust and the Charities Act 2006. The Chairman and Honorary Officers oversee the implementation of Council's policies and plans, and authorise action on significant operational issues. The routine management of the Trust is undertaken by the Chief Executive under delegated powers.

The Wildlife Trusts Partnership

The charity is a member of The Wildlife Trusts Partnership (registered as the Royal Society of Wildlife Trusts, registered charity number 207238) which acts as an umbrella body carrying out lobbying and public relations on behalf of all Wildlife Trusts. The charity has the use of The Wildlife Trusts logo and benefits from the resources, best practice and speciality experience of other member Trusts. Membership gives the charity a national voice and profile, as well as being known by association for those unfamiliar with its particular work. However, each member of the partnership remains entirely independent in terms of governance and operations.

Risk management

The Trustees have a risk management strategy in place which comprises:

- an annual review of the risks the charity may face
- the establishment of systems and procedures to mitigate against those risks identified in the review
- the implementation of procedures designed to prevent any potential impact on the charity should those risks materialise

Objectives and activities

The objectives of the charity are:

- to survey, monitor, record and study, for the benefit of the public, sites, areas and habitats of ornithological, entomological, botanical, zoological or scientific interest or natural beauty and to protect them from degradation and destruction and to improve their quality
- to establish, promote, maintain and manage wildlife sanctuaries or nature reserves for the conservation of flora and fauna
- to encourage the breeding of wild birds, animals, plants and insects
- to promote study and research for the advancement of knowledge in the natural sciences and to publish the results
- to educate and encourage the public in the natural sciences
- to promote good practice in furtherance of sustainable development and biodiversity

These objectives have been incorporated into the Trust's mission statement: **to conserve and enhance the Sussex landscape, its wildlife and habitats and to use our knowledge and expertise to encourage people to enjoy, understand and take action to safeguard our natural heritage for future generations.**

In order to achieve this aim the Trust has four main charitable objectives:

- to ensure that the conservation agenda is in the forefront of the decision-making processes for Sussex
- to encourage the enjoyment and understanding of wildlife through life-long learning
- to use its nature reserves to demonstrate nature and landscape conservation
- to maintain a record of biodiversity information for Sussex



Volunteering

David Plummer

Principal activities

The key elements of the Trust's medium to long-term strategy are to:

- promote nature conservation through persuasion and influence
- generate the desire for a healthy, wildlife-rich environment
- deliver nature conservation through the acquisition and management of nature reserves and by achieving influence in the wider landscape
- be the centre of reference for information relating to biodiversity in Sussex

With regard to the Charity Commission's guidance on Public Benefit the Trustees believe that the provision of such benefit is an integral part of each of the Trust's charitable objectives. In order to achieve these, the Sussex Wildlife Trust must be an efficient and effective organisation that is well governed, well managed and which has the capacity, infrastructure and support necessary to deliver its objectives.

These are not in priority order. Below is an indication of the areas of work that are underway in order to deliver progress towards these objectives:

Promoting nature conservation through persuasion and influence

It is vitally important that we influence the decisions and actions of other people to the benefit of nature conservation. We therefore expend considerable resources influencing the policies of other organisations, for example, by inputting into local, county, regional and national authorities. In addition, much work is done at a national or regional level by working alongside other parts of the Wildlife Trust network. It is unlikely that we will achieve much change locally if we fail to influence regional and national policies. Our combined work influencing the development of the South East Green Infrastructure Framework is a good example of this. Our ongoing partnership with the South Downs Campaign is another area where we have argued for a National Park that should assist in the furtherance of biodiversity objectives. The announcement confirming National Park status for the South Downs was made in March 2009 and we are delighted that the Secretary of State largely agreed with us regarding the size and scope of a new National Park. Much of this

Sussex Wildlife Trust Trustees' Report (continued)

policy work takes place in relatively small meetings but there are also many occasions where we present the case for wildlife in talks, public meetings and through the media. In this way a wide range of people have access to the arguments to conserve nature and there is increasing evidence that individuals are gaining inspiration from our presentations and so are more confident to make the case for nature themselves.

As a small organisation perhaps the most effective way to bring about change in favour of nature conservation is by leading the agenda with ideas or new approaches. Ten years ago we published our "Vision for the Wildlife of Sussex" and last year we followed this up with a document illustrating how biodiversity had changed since the Vision was published. We are now promoting landscape scale approaches to nature conservation by aiming to expand and buffer the most valuable areas for wildlife and by working with others to enhance nature conservation in the wider landscape.

Generating the desire for a healthy, wildlife-rich environment

Improving the wildlife and wild places of Sussex will only be possible in the long run if people have a desire for wildlife. A very important part of our work is therefore to encourage the enjoyment and understanding of wildlife through life-long learning and promoting active citizenship. We aim to interpret wildlife and environmental issues and celebrate the richness of wildlife through activities such as courses and wildlife events held at Woods Mill and Seven Sisters Country Park. This is extremely successful with over 20,000 pupils attending courses held by the Trust around the county. This is a major achievement and shows that we are making wildlife accessible to a large number of children and, judging by the spread of schools that we work with, we are managing to provide this in a way that is affordable to a large number of people. We also promote wildlife and environmental issues in local communities through such initiatives as the Brighton and Hove School Grounds Biodiversity Action Plan Project, the Hastings Ore Valley Project and the Gatwick Greenspace Project. These projects specifically target those areas that contain people within lower income brackets who are often isolated from the natural world so we are particularly pleased with the level of engagement there. Wildlife and environmental issues are also promoted to the general public through our work with the media and through WildCall, our wildlife information service.

Delivering nature conservation through the acquisition and management of nature reserves and by achieving influence in the wider landscape

The most direct way we can achieve nature conservation is through acquiring and looking after nature reserves. We achieve this by ensuring that we have an effective nature reserves policy guiding acquisition and management. Our nature reserves now cover over 1,400 hectares of Sussex and all are accessible free of charge. Some are remote, providing a high quality experience of nature for those who visit. Others, such as Woods Mill, are perceived by the public as major destinations to go and see wildlife, attracting thousands of visitors a year. Most of our reserves are open to the public; the few that are not only require a simple permit before a visit. We are now giving greater consideration to our reserves and how they fit into the landscape. By creating partnerships with neighbours we attract a wider catchment of interest and achieve conservation over a larger area than that covered specifically by our nature reserves. One example of this is the West Weald Landscape Project, where we aim to improve an interconnected forest network in an area. We are also implementing wider projects aimed at delivering the conservation management that is needed on our nature reserves. A key example of this is the grazing animals project where we are using our own livestock as part of our nature reserves management practices.



Forest School

Sussex Wildlife Trust

We also run the Sussex Otters and Rivers Project whose aim is to enhance wetland habitats throughout Sussex. This is achieving conservation gain by promoting river and wetland enhancements and through the planting of black poplars – the rarest native tree in Sussex.

Acting as the centre of reference for information relating to biodiversity in Sussex

Biodiversity information is at the heart of nature conservation. The effectiveness of any action is poor if our information base is inadequate. The Sussex Biodiversity Record Centre (SxBRC) has very effective projects for identifying and addressing the information need, and then using this information for the benefit of nature conservation and to develop proposals for projects in Sussex. One example of a project stimulated by an information need and now managed by the SxBRC is the revision of the Ancient Woodland Inventory for West Sussex. The SxBRC also fosters specialist expertise through our Biological Recorders Seminar and by supporting the publication of material. This free event attracts up to 200 people a year and has been running for 20 years. Work underway includes the improvement in the use of data across the south-east region so good biodiversity information can underpin strategies on a regional scale. This has proved particularly important in stimulating action for biodiversity conservation linked to the implementation of the South East Plan. A major benefit of this project is that although we charge commercial organisations for the provision of data we are able to provide information on wildlife free to the general public and together with occasional publications produced by the SxBRC, we are able to make information on wildlife accessible to a wide range of people.

Governing, managing and running an efficient and effective organisation

The Trust is governed by a board of Trustees consisting of a maximum of 15 members, managed by the Chief Executive and supported by a staff team divided into eight departments. The building of support and funding has continued through 2008/09, with membership growing even with the current economic difficulties. For the year in question membership numbers grew by just under 2%. Although it was not possible to match the growth rates of previous years the level of support given to the Trust is in part a result of our very good media coverage throughout the year. Total income in the year was just short of £3 million thanks to a strong fundraising effort and the

receipt of donations and legacies. The next 12 months will certainly be more challenging with regard to membership growth. However, the Trustees feel that the Trust is still in a position to continue all its planned projects in the next financial year.

Volunteers

The Trust has a database of over 400 active volunteers to help deliver its charitable activities as well as providing extra resource in some administrative tasks. In particular the Trust has the benefit of a team of volunteers who provide valuable support in the preparation of the magazines for distribution to new members. Also many of the Trust's nature reserves have dedicated teams of volunteers who, on a regular basis, will work on the nature reserves in such tasks as scrub clearance, path and fence maintenance either with or without Trust staff. It would also be impossible to run the schools programmes at Woods Mill and Seven Sisters Country Park without a large team of helpers. All of our volunteers are held in high regard and a great deal of the work achieved by the Trust would not have been possible without their help.

Achievements and performance

Over the last twelve months the development of a strategy centred around landscape-scale conservation has been at the forefront of the Trust's work. An example of this is the development of green corridors and hedgerows to extend wildlife habitats beyond the traditional boundaries of our nature reserves. Achievements worthy of note during the past 12 months have been

- 2.5 million species records are now held on the SxBRC database
- 200 courses and events organised across Sussex in the year
- expansion of our land ownership with the acquisition of Graffham Common near Midhurst
- by visiting our nature reserves and working with our staff 20,000 schoolchildren have benefited from our work
- a Youth Ranger project to inspire young people towards a better understanding of conservation issues
- a Youth Council for 9-21 year olds to contribute ideas and enthusiasm to our work
- membership numbers increased to over 32,000
- taking on the Gatwick Greenspace Project reinforcing our presence in urban areas
- implementation of the grazing regime at Woods Mill

Financial review

Total income for the year of £2,992,675 shows an increase of £448,961 (17%) over the previous year. In the main this has been due to the growth in voluntary income – in particular legacies have increased by £253,802 – together with a net increase in income from charitable activities of £183,495. This increase of 21.9% over the year was boosted by income from the Gatwick Greenspace Project. Work on our nature reserves has benefited from new funds made available from Natural England through the Higher Level Scheme. Of these additional funds an extra £100,000 has been spent on the management of nature reserves. This year has also seen the completion of two projects generously supported by the Heritage Lottery Fund over the past five years leading to the restoration of areas of Sussex downland at Malling Down and former agricultural land at Butcherland.

During the financial year the Trust acquired 8.6 hectares of pine plantation at Graffham Common with the intention of restoring it to heathland over time. Funds for this acquisition were raised through the Trust's annual appeal to members which has raised over £48,000 to date before Gift Aid. During the year the Trust also received substantial sums from members and supporters by way of legacies of £663,899 together with £38,045 from Charitable Trusts and £47,571 of other donations.

Income from investments of £52,572 was all earned through cash invested on short-term deposits. However, during the last quarter of the year the Trust started to experience the effects of much lower rates of interest and it is likely that this will have a negative impact on interest earned during the coming year.

Finally the Trust has also spent a total of £69,000 on the refurbishment of its classrooms and these now provide an up-to-date range of teaching facilities.

Financial reserves policy

The Trust has a Financial Reserves Policy whereby the unrestricted funds not committed or invested should be at least three months of resources expended. At this level the Trustees feel that they would be able to continue the current activities of the Trust in the event of a significant drop in funding. At the balance sheet date unrestricted net current assets totalled £1,066,232. This is higher than the Reserves Policy suggests and is attributed to the significant level of legacy income received during the year.

Investment powers and policy

Under the Memorandum and Articles of Association, the charity has the power to deposit or invest funds. The Investment Policy of the Trust is:

- to invest those surplus funds not required for immediate use
- to obtain a reasonable income from those funds
- to invest only as permitted by the investment powers of the Trust

Since the sale of its Equity Funds in March 2004 the Trust has retained the majority of its funds on deposit. The Trustees are of the opinion that this policy has been a prudent one. At some time in the future it would be the intention of the Trustees to look again at



British white cattle

Mark Monk-Terry

Sussex Wildlife Trust Trustees' Report (continued)

Equity Investments and Government Stocks with a view to spreading the Trust's investment risk.

Plans for future periods

For the past ten years the Trust has been working to a strategy stimulated by our groundbreaking document "Vision for the Wildlife of Sussex". In 2008 we re-examined our overall strategy and assessed how changes that have taken place in the last decade might re-focus some of our work. A key area that may influence our direction is an increasing emphasis towards landscape scale nature conservation as articulated in National and Regional Wildlife Trust documents under the title of a "Living Landscape". The Trust held internal strategic meetings in July 2008 to better articulate its own strategic direction. An output of this will be a greater emphasis on landscape-scale projects, target area initiatives (including community and education projects) and a more strategic approach to land acquisition. As part of this we have produced the document "Sussex Wildlife Today" which illustrates the changes that have happened to wildlife in the county since we produced our "Vision". Taking the lessons from this we will now produce a further document "A Living Landscape for Sussex" with a positive agenda for future nature development in Sussex.

A practical repercussion of our Living Landscape approach will be a re-invigoration of current large scale projects, such as the West Weald Landscape Project, the Sussex Otters and Rivers Project and our partnership with the Knepp Estate who are re-wilding a significant area of land. This will be facilitated by the appointment of a land-owner advisor who will encourage improvements for wildlife in the wider environment. In addition we will aim to expand the scope of some of our work that is currently focussed on particular nature reserves. For example from our nature reserves at Malling Down we are already selling locally produced lamb as a result of our conservation activities. It may be that future work will aim to interact more in the wider landscape and with the wider community.

As reported in previous years the Trust has been developing plans to provide a new learning facility at Woods Mill – to be called "Gateway to Nature". During the year this project has been revised in terms of its scale and projected cost and alternative solutions have now been developed bearing in mind the uncertainty of the short-term economic climate. Although refurbished in 2008-9, the existing classrooms are insufficient for the Trust's needs and extra space is needed. An extension has now received planning permission and we are ready to build when the economic situation improves.

Trustees' responsibilities in relation to the financial statements

The Trustees are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulations.

Company Law requires the Trustees to prepare financial statements for each financial year. Under that law the Trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently
- 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 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 company and to enable them to ensure that the financial statements comply with the requirements of the Companies Act 1985. They are also responsible for safeguarding the assets of the 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 company's web site. Legislation in the United Kingdom governing the preparation and dissemination of the financial statements and other information included in annual reports may differ from legislation in other jurisdictions.

In accordance with company law, as the company's directors, we certify that:

- so far as we are aware, there is no relevant audit information of which the company's auditor is unaware
- as Trustees we have taken all the steps that we ought to have taken in order to make ourselves aware of any relevant audit information and to establish that the charity's auditor is aware of that information

Auditor

A resolution to reappoint Baker Tilly UK Audit LLP as auditors to the charitable company will be proposed at the Annual General Meeting.

Small company exemptions

This report is prepared in accordance with the provisions of Part VII of the Companies Act 1985 relating to small companies.

On behalf of the Trustees

David Pennington
Hon Secretary

Woods Mill
Henfield
West Sussex
BN5 9SD

19th August 2009

Independent Auditor's Report to the Members of Sussex Wildlife Trust

We have audited the financial statements on pages 8 to 18.

This report is made solely to the charitable company's members, as a body, in accordance with section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of Trustees and Auditors

The responsibilities of the Trustees (who are also the directors of Sussex Wildlife Trust for the purposes of company law) for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) are set out in the Statement of Trustees' Responsibilities.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you whether in our opinion the Trustees' Report is consistent with the financial statements.

In addition we report to you if, in our opinion, the charitable company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding trustees' remuneration and other transactions is not disclosed.

We read the Trustees' Report and consider the implications for our report if we become aware of any apparent misstatements within it.

Basis of audit opinion

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the Trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charitable company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In our opinion

- the financial statements give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice, of the state of the charitable company's affairs as at 31 March 2009 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended and have been properly prepared in accordance with the Companies Act 1985
- the information given in the Trustees' Report is consistent with the financial statements

BAKER TILLY UK AUDIT LLP

Registered Auditor
Chartered Accountants
International House
Brighton
BN1 3XE

19 August 2009

Statement of Financial Activities (including Income and Expenditure Account) for the Year ended 31 March 2009

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds 2009 £	Total Funds 2008 £
Incoming Resources					
Incoming resources from generated funds					
Voluntary Income	2	1,773,853	117,408	1,891,261	1,564,407
Activities for generating funds	3	25,223	1,379	26,602	81,463
Investment Income	4	52,572	-	52,572	59,099
Incoming resources from charitable activities	5	417,197	605,043	1,022,240	838,745
Total Incoming Resources		2,268,845	723,830	2,992,675	2,543,714
Resources Expended					
Costs of generating funds					
Costs of generating voluntary income	6	587,402	-	587,402	573,303
Charitable activities	7	1,352,883	677,475	2,030,358	1,661,193
Governance costs	8	78,000	-	78,000	80,346
Total Resources Expended		2,018,285	677,475	2,695,760	2,314,842
Net Income for Year		250,560	46,355	296,915	228,872
Balances brought forward at 1st April 2008		1,647,218	2,738,015	4,385,233	4,156,361
Balances carried forward at 31st March 2009		1,897,778	2,784,370	4,682,148	4,385,233

All activities of the Trust are classified as continuing

Balance Sheet at 31 March 2009

	Note	2009 £	2008 £
Fixed Assets			
Tangible Assets	13	390,917	431,107
Heritage Assets	13	2,639,999	2,476,204
Investments	14	100	100
Total Fixed Assets		3,031,016	2,907,411
Current Assets			
Stocks		3,044	1,598
Debtors	15	286,476	284,034
Cash at bank and in hand		1,624,513	1,515,882
Total Current Assets		1,914,033	1,801,514
Liabilities			
Creditors: amounts falling due within one year	16	262,901	323,692
Net Current Assets		1,651,132	1,477,822
Total Assets less current liabilities		4,682,148	4,385,233
Funds			
Unrestricted	17	1,897,778	1,647,218
Restricted		2,784,370	2,738,015
Total Funds		4,682,148	4,385,233

These financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

The financial statements were approved by the Council of Management and authorised for issue on 19th August 2009 and signed on their behalf by :

P J Berry
Chairman

D Johnson
Treasurer

The notes on pages 10 to 18 form part of these financial statements

Notes to the Accounts 31 March 2009

1. Accounting Policies

a) Accounting convention

The accounts have been prepared under the historic cost convention, applicable UK Accounting Standards and the Companies Act 1985. The financial statements have been prepared in accordance with the Statement of Recommended Practice – Accounting and Reporting by Charities (SORP) issued in March 2005. The Trust has taken advantage of the exemption from preparing a cash flow statement conferred by Financial Reporting Standard No. 1 on the grounds that it is entitled to the exemptions available in sections 246 to 247 of the Companies Act 1985 for small companies.

b) Incoming resources

Income is recognised in the period in which the charity is entitled to receive it and the amount can be measured with reasonable certainty. Income is deferred only when the charity has to fulfil conditions before becoming entitled to it or where the donor has specified that the income is to be expended in a future period.

Grants from local authorities and other agencies have been included as income from activities in furtherance of the charity's objects where these amount to a contract for services, but as donations where the money is given in response to an appeal or with greater freedom of use.

Legacies are included in the Statement of Financial Activities (SOFA) as soon as they are receivable, in accordance with the SORP, provided there is a reasonable assurance that they will be received. During the year the Trust received ten pecuniary legacies and six residuary legacies.

Subscriptions are dealt with on a cash receipts basis. Subscriptions of life members are included as a liability on the Balance Sheet in accordance with the SORP. One twentieth of this is transferred each year to income.

Investment income is recognised on a receivable basis.

The value of services provided by volunteers is not incorporated into these financial statements. Where services are provided to the charity as a donation that would normally be purchased from suppliers this contribution is included in the financial statements at an estimate based on the annual contribution to the charity.

c) Resources expended

Expenditure is recognised when a liability is incurred. Where payments are in respect of a future period they are categorised as such.

- Cost of generating funds includes expenditure on the recruitment of new members; the employee costs of the marketing and membership departments; the publication and delivery of the Trust's magazine three times per year; the costs of the annual appeal and the administration costs of the membership department together with publicity costs and legacy development
- Charitable activities include expenditure associated with the main objects of the charity – these are wildlife conservation, public awareness, the management of nature reserves and the collation of wildlife information
- Support Costs; these represent the cost of staff and overheads incurred in providing centralised services for the charity at its offices at Woods Mill and include the finance, human resources, office services departments and buildings maintenance. Support costs are allocated to departments on the basis of staff numbers
- Governance costs include those incurred in the governance of the charity and its assets and are primarily associated with constitutional and statutory requirements.

d) Tangible fixed assets

The Trust's interests in tangible fixed assets other than land designated as nature reserves are stated at cost with an allowance for depreciation as stated below. Individual fixed assets costing £500 or more are capitalised at cost.

e) Heritage assets

The Trust's interests in land designated as nature reserves are stated at cost; these have been categorised as heritage assets and are held by the Trust in pursuit of its conservation objectives.

f) Investments

The Trust had no Equity investments during the year other than its investment in its subsidiary company Sussex Wildlife Enterprises Ltd.

g) Depreciation

Tangible fixed assets are depreciated on a straight line basis over their estimated useful lives as follows:

Land	Nil
Buildings, car park & services	2-5%
Temporary structures, fencing, etc	20%
Motor vehicles	20%
Furniture, fixtures and equipment	20%
Computer software	33%

h) Stock

Stocks are valued at the lower of cost and net realisable value.

i) Funds structure

The Trust has a number of restricted income funds to account for situations where a donor requires that a donation must be spent for a particular purpose or where funds have been raised for a specific purpose. All other funds are unrestricted income funds. The funds held in each of these categories are disclosed in note 18.

j) Defined contribution pension schemes

The employees of the Trust are eligible to join either the Wildlife Trusts' Pension Scheme or a Group Stakeholder Pension Scheme. The latter is operated by Standard Life and on joining employees will contract directly with the insurance company. Both are defined contribution schemes. Whichever scheme they join contributions from employees will be enhanced by a contribution from the Trust which is at least twice the employee contribution. The Wildlife Trusts scheme is managed by independent Trustees and administered by Capita Hartshead. The assets of the scheme are held separately from those of the Wildlife Trusts in an independently administered fund. Contributions are charged to the SOFA as they become payable in accordance with the scheme rules.

k) Operating leases

Rentals are paid under operating leases for use of the Pump Barn at Seven Sisters Country Park and for photocopying equipment at Woods Mill – both are charged to expenditure as incurred. The title to the buildings and the equipment remains with the lessor.

l) Non-recoverable VAT

Where possible non-recoverable VAT is charged against the category of resource expended for which it was incurred. Otherwise it is charged to support costs.

m) Consolidation

The financial statements present information about the company as an individual undertaking and not about its group. In the opinion of the directors, the company and its subsidiary undertakings comprise a small group. The company has therefore taken advantage of the exemption provided by Section 248 of the Companies Act 1985 not to prepare group accounts.

Notes to the Accounts

Incoming resources

	Unrestricted Funds £	Restricted Funds £	2009 TOTAL £	2008 TOTAL £
2 Voluntary income				
Membership subscriptions	498,218	-	498,218	478,028
Donations given with subscriptions	354,965	-	354,965	334,060
Gift Aid	233,290	-	233,290	226,355
Donations from Charitable Trusts	2,635	35,410	38,045	40,000
Other donations	20,846	26,725	47,571	43,491
Legacies	663,899	-	663,899	410,097
Public appeals	-	55,273	55,273	32,376
	1,773,853	117,408	1,891,261	1,564,407
3 Activities for generating funds				
Corporate support	19,196	-	19,196	23,352
Advertising revenue	4,871	-	4,871	7,706
Other fundraising income	1,156	-	1,156	485
Gateway to Nature project	-	1,379	1,379	49,920
	25,223	1,379	26,602	81,463
4 Investment income and interest				
Deposit interest	52,572	-	52,572	59,099
	52,572	-	52,572	59,099
5 Incoming resources from charitable activities				
Wildlife conservation & influencing decision makers				
Project grants & income	5,013	294,807	299,820	148,430
Other income	6,246	-	6,246	9,565
	11,259	294,807	306,066	157,995
People and wildlife				
Grants & income	1,944	49,273	51,217	100,923
Schools income	118,637	-	118,637	95,253
Heritage Lottery Fund	-	-	-	30,239
Events and courses	24,487	-	24,487	26,042
Other income	3,161	-	3,161	6,820
	148,229	49,273	197,502	259,277
Nature reserves management				
Rents, grazing income & timber sales	10,199	-	10,199	9,525
Land management grants & Stewardship income	223,606	31,562	255,168	165,414
Heritage Lottery Fund	-	60,793	60,793	-
Other income	23,904	1,348	25,252	3,905
	257,709	93,703	351,412	178,844
Collating data on wildlife				
Contract funding	-	167,260	167,260	242,629
	-	167,260	167,260	242,629
Total incoming resources from charitable activities	417,197	605,043	1,022,240	838,745
Total Incoming resources	2,268,845	723,830	2,992,675	2,543,714

Resources expended

Costs of generating funds

	Unrestricted Funds	Restricted Funds	2009 TOTAL	2008 TOTAL
	£	£	£	£
6 Costs of generating voluntary income				
Staff costs	193,038	-	193,038	159,802
Membership promotion	167,107	-	167,107	200,160
Magazine publication & delivery	104,634	-	104,634	93,410
Legacies	6,211	-	6,211	7,329
Public appeal	7,905	-	7,905	7,375
Membership administration & publicity	16,061	-	16,061	15,686
Interpretation & website development	5,030	-	5,030	-
Allocated support costs	78,672	-	78,672	81,231
Other fundraising costs	7,540	-	7,540	4,125
Depreciation	1,204	-	1,204	1,204
Gateway to Nature project	-	-	-	2,981
	587,402	-	587,402	573,303

7 Charitable activities

Wildlife conservation

Staff costs	107,547	152,903	260,450	170,997
Travel	2,389	2,938	5,327	4,107
Conservation work	26,666	160,366	187,032	104,983
Other	1,568	-	1,568	-
Allocated support costs	62,989	-	62,989	62,632
	201,159	316,207	517,366	342,719

Working with people

Staff costs	296,894	33,414	330,308	332,993
Travel & vehicle expenses	7,783	-	7,783	7,685
Interpretation, education & other costs	11,072	13,833	24,905	25,704
Project overheads	10,936	10,209	21,145	11,472
Publicity & events	16,223	-	16,223	13,042
Allocated support costs	169,186	-	169,186	139,194
Depreciation	1,245	-	1,245	776
Equipment & resources	16,978	-	16,978	37,213
Gateway to Nature project development	-	-	-	59,664
	530,317	57,456	587,773	627,743

Nature reserves management

Staff costs	197,892	-	197,892	146,653
Travel & volunteers' expenses	8,711	-	8,711	2,771
Tools & equipment	20,511	-	20,511	11,604
Land management	145,342	120,444	265,786	165,875
Barn maintenance	4,334	-	4,334	2,423
Legal & professional fees	28,050	-	28,050	16,971
Other	7,144	-	7,144	3,013
Depreciation	19,757	-	19,757	19,627
Vehicle costs	39,656	-	39,656	30,701
Allocated support costs	83,747	-	83,747	76,679
	555,144	120,444	675,588	476,317

Collating information on wildlife

Staff costs	-	127,576	127,576	100,160
Depreciation	-	1,354	1,354	1,674
Data recording	-	40,140	40,140	31,042
Computer support	-	2,709	2,709	2,044
Allocated support costs	66,263	-	66,263	59,119
Administration	-	1,291	1,291	1,900
Publications for re-sale	-	-	-	8,000
Other costs	-	6,129	6,129	3,441
Travel & volunteers expenses	-	2,784	2,784	1,936
Conference	-	1,385	1,385	1,298
Surveying	-	-	-	3,800
	66,263	183,368	249,631	214,414

Total expenditure on charitable activities	1,352,883	677,475	2,030,358	1,661,193
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Notes to the Accounts

Resources expended (continued)

8 Governance	Unrestricted Funds £	Restricted Funds £	2009 TOTAL £	2008 TOTAL £
Auditors remuneration				
Audit fee	11,600	-	11,600	15,000
Other services	2,900	-	2,900	1,000
Internal Audit Fees	6,500	-	6,500	6,500
Annual Report	8,595	-	8,595	8,160
Legal fees	30	-	30	255
AGM	335	-	335	325
Trustees liability insurance	1,601	-	1,601	1,113
Allocated support costs	46,439	-	46,439	47,993
	78,000	-	78,000	80,346
TOTAL RESOURCES EXPENDED	2,018,285	677,475	2,695,760	2,314,842

Trustees' Liability Insurance

The Charity pays an annual insurance premium to:

- a) protect the charity from loss arising from the defaults of its Trustees, employees or agents
- b) indemnify the Trustees or other officers against the consequences of any default on their part

9 Allocation of support

The Trust allocates its support costs as shown in the table below and then further apportions those costs between the four charitable activities undertaken.

Support costs are allocated on the basis of staff numbers per department and where appropriate a percentage of time worked.

	Charitable activities £	Governance £	Generating voluntary income £	TOTAL £
Management & central overheads	107,282	13,036	22,084	142,402
Finance department	57,764	7,019	11,891	76,674
Information technology	26,579	3,230	5,471	35,280
Human resources	26,175	3,180	5,388	34,743
General administration	36,216	4,401	7,455	48,072
Office services	50,474	6,133	10,390	66,997
Buildings maintenance	77,695	9,440	15,993	103,128
	382,185	46,439	78,672	507,296

10 Analysis of support costs by charitable activity

	Influencing decision makers £	Working with people £	Nature reserves management £	Collating wildlife information £	TOTAL £
Management & central overheads	17,681	47,492	23,508	18,601	107,282
Finance department	9,520	25,571	12,658	10,015	57,764
Information technology	4,381	11,766	5,824	4,608	26,579
Human resources	4,314	11,587	5,736	4,538	26,175
General administration	5,969	16,032	7,936	6,279	36,216
Office services	8,319	22,344	11,060	8,751	50,474
Buildings maintenance	12,805	34,394	17,025	13,471	77,695
	62,989	169,186	83,747	66,263	382,185

11 The result for the year is stated after charging the following costs:-

	2009	2008
	£	£
Analysis of staff costs:		
Salaries and wages	1,128,598	953,804
Social security costs	99,656	85,104
Pension costs	47,787	43,162
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	1,276,041	1,082,070

No employee earned £60,000 p.a. or more.

Staff numbers

The average number of fulltime employees was 46 (2008 : 39) including part-time staff.

Other costs:

During the year none of the Trustees nor any person connected with them received any remuneration. Conference costs (£548) and travel expenses (£251) were reimbursed to one Trustee.

Rentals paid under operating leases in respect of plant and equipment totalled £2,134 (2008 : £2,093).

12 Pension costs:

The Sussex Wildlife Trust, together with other wildlife trusts, participates in The Wildlife Trusts' Pension Scheme. This is administered by Capita Hartshead and the scheme is divided into three categories:

- 1) Category 1 - Life assurance only
- 2) Category 3 - Defined contributions
- 3) Category 5 - Defined benefit

Categories 1 and 3 are available to all staff, whilst Category 5 closed to new members on 31st March 2005.

None of the current employees of the Sussex Wildlife Trust are members of the Defined Benefit Scheme.

As a result of a triennial valuation of the Scheme's assets in April 2007 the scheme actuary agreed a past service shortfall in respect of all members of the scheme of £2,232,000.

The total shortfall attributable to the Sussex Wildlife Trust has not been reflected in these financial statements. However the Sussex Wildlife Trust has been advised by the Pension Scheme Trustees that its share of this shortfall will amount to £2,590 per year inclusive of expenses from 2008 rising at a rate of 5% pa. for 10 years. Once again this level of contribution will be subject to future triennial reviews. In addition the Trust continues to pay contributions in respect of category 1 and 3 members of the Scheme.

Pension contributions

The pension charge shown in the accounts is the amount payable by the Trust during the financial year. It is analysed as follows:

	2009	2008
	£	£
Category 1 - Life assurance only	1,658	1,506
Category 3 - Defined contribution	17,007	16,634
Category 5 - Scheme deficit contribution	1,819	267
	<hr/>	<hr/>
Contributions to The Wildlife Trusts' Pension Scheme	20,484	18,407
Standard Life Stakeholder Pension Scheme	27,303	24,755
	<hr/>	<hr/>
	47,787	43,162

Pension contribution liabilities:

The following pension contributions were payable at the year-end and are included within creditors:

	2009	2008
	£	£
The Wildlife Trusts' Pension Scheme	2,783	2,559
Standard Life Stakeholder Pension Scheme	3,380	3,188
	<hr/>	<hr/>
	6,163	5,747

Notes to the Accounts

13 Tangible and heritage fixed assets

Cost	Land & buildings	Furniture, fixtures & equipment	Motor vehicles	Total Tangible assets	Heritage assets	TOTAL
	£	£	£	£	£	£
At 1st April 2008	668,464	319,547	65,586	1,053,597	2,479,456	3,533,053
Additions	4,348	3,587	11,700	19,635	160,543	180,178
Disposals	-	(10,356)	(15,191)	(25,547)	-	(25,547)
At 31st March 2009	672,812	312,778	62,095	1,047,685	2,639,999	3,687,684
Depreciation						
At 1st April 2008	309,999	279,575	32,916	622,490	3,252	625,742
Adjustments	3,252	-	-	3,252	(3,252)	-
Charge for year	18,449	19,625	11,916	49,990	-	49,990
Disposals	-	(10,356)	(8,608)	(18,964)	-	(18,964)
At 31st March 2009	331,700	288,844	36,224	656,768	-	656,768
Net book values 31st March 2009	341,112	23,934	25,871	390,917	2,639,999	3,030,916
Net book values 31st March 2008	358,465	39,972	32,670	431,107	2,476,204	2,907,311

Land & Buildings:

Heritage assets consists of land designated as nature reserves by the Trust and acquired either by purchase, gift or lease.

The Trust currently owns, leases or manages 33 nature reserves which have been acquired since the early 1960s and in total cover 1,405 hectares of Sussex downland, woodland, wetland, heath, meadow, and farmland. Many are Sites of Special Scientific Interest. Included are five sites designated as nature reserves which were given to the Trust between 1964 and 1981 for which no cost or conventional valuation is available. During the year the Trust acquired 8.6 hectares of land at Graffham Common near Midhurst.

14 Fixed asset investments

Subsidiary Company - Sussex Wildlife Enterprises Ltd.	2009	2008
	£	£
Cost		
At 1st April 2008	100	100
At 31st March 2009	100	100
Net book value at 31st March 2009	100	100
Net book value at 31st March 2008	100	100

The Trust owns 100% of the ordinary share capital of Sussex Wildlife Enterprises Limited, a dormant company incorporated in the UK.

This subsidiary company owns 95% of the ordinary share capital of Southerham Services Limited, a company incorporated in the UK and engaged in the management of water and sewerage services for properties at Southerham.

Share of Southerham Services Limited:	2009	2008
	£	£
Loss for the year	2,222	3,893
Net liabilities	14,674	12,452

Notes to the Accounts

15 Debtors

	2009	2008
	£	£
Trade debtors	44,110	82,053
Other debtors	204,922	168,462
Prepayments	37,444	33,519
	286,476	284,034

16 Liabilities : amounts falling due within one year

	2009	2008
	£	£
Trade creditors	163,434	110,063
Other taxes and social security costs	34,947	117,787
Other creditors and accruals	43,051	33,512
Deferred income	-	40,331
Life membership subscriptions	21,469	21,999
	262,901	323,692

Deferred income:

Balance as at 1st April 2008	40,331
Amount released to incoming resources	(40,331)
Amount deferred in year	-
Balance as at 31st March 2009	-

17 Funds

	Balance 01.04.2008	Movement in Resources		Balance 31.03.2009
	£	Incoming £	Outgoing £	£
Restricted				
Nature reserves	2,126,352	73,118	-	2,199,470
Projects	611,663	650,713	677,474	584,902
	2,738,015	723,831	677,474	2,784,372
Unrestricted	1,647,218	2,268,845	2,018,285	1,897,778
Total all funds	4,385,233	2,992,676	2,695,759	4,682,150

Analysis of restricted projects funds movements

	Balance 01.04.2008	Movement in Resources		Balance 31.03.2009
	£	Incoming £	Outgoing £	£
People and Wildlife	39,812	50,558	57,456	32,914
Sussex Chalk Streams	2,975	-	-	2,975
Sussex Biodiversity Record Centre	160,461	167,260	183,368	144,353
Sussex Wetlands	103,417	91,994	100,322	95,089
West Weald Landscape	64,126	45,153	53,837	55,442
Gatwick Greenspace	27,981	163,618	101,477	90,122
Biodiversity Partnership	62,404	30,187	57,183	35,408
Chichester Coastal Plain	4,000	-	-	4,000
Gateway to Nature	72,199	1,379	-	73,578
Nature Reserves Management	70,901	100,564	120,444	51,021
Marine Officer	3,387	-	3,387	-
	611,663	650,713	677,474	584,902

The Nature Reserves acquisition fund comprises gifts of land or money given specifically for the purchase of Nature Reserves.

Notes to the Accounts

17 Funds (continued)

Restricted Projects:

- 1) People & Wildlife: a fund established to provide conservation education for schools in Sussex.
- 2) Sussex Chalk Streams: a project for the study and production of a report on the Sussex chalk streams.
- 3) Sussex Biodiversity Record Centre: a project funded by individual partners for the provision of biodiversity information for Sussex.
- 4) Sussex Wetlands: a project to enhance the awareness of wetland habitats in Sussex.
- 5) West Weald Landscape: a project to enhance the wooded landscape of an area of West Sussex
- 6) Gatwick Greenspace: a project to enhance greenspaces in the Gatwick, Crawley and Horsham areas and to increase community involvement.
- 7) Biodiversity Partnership: a project to coordinate the writing of Biodiversity Action Plans for Sussex
- 8) Chichester Coastal Plain: a fund established for the mapping of an ecological network in the Manhood Peninsula
- 9) Gateway to Nature: funds for this project will help to establish a new learning facility at Woods Mill.
- 10) Nature Reserves Management: funds provided for the management of specific nature reserves or to support specific aspects of nature reserve management.
- 11) Marine Officer: a fund established to support with others the provision of a marine officer for the wildlife trusts of the South East.

Unrestricted funds comprise those funds which the Trustees are free to use in accordance with the Trust's charitable objectives.

18 Analysis of net assets between funds

Restricted	Tangible	Investments	Net Current	TOTAL
	Fixed Assets		Assets	
	£	£	£	£
Nature reserves	2,199,470	-	-	2,199,470
Projects	-	-	584,902	584,902
Unrestricted	831,446	100	1,066,232	1,897,778
	3,030,916	100	1,651,134	4,682,150

19 Contingent liabilities

There are contingent liabilities for the repayment of grants and gifts totalling £951,055. The circumstances in which the repayments become due are set out in the terms of the respective agreements but, in the opinion of the Council of Management, no repayments will be made in the foreseeable future.

The Trust owns Castle Water, part of the Rye Harbour Nature Reserve. As previously reported the Trust carried out an investigation to establish the nature and extent of the contamination based on existing data. This confirmed a source of contamination under part of the nature reserve. Since then discussions have been held with relevant officers from the Environment Agency at a local level and the work done so far comprises a series of studies on the extent of contamination in other areas of Rye Harbour. Analysis of these studies is still ongoing. Until these and subsequent investigations are completed the costs of remediation at Castle Water remain unquantifiable. It is unclear to what extent, if at all, the Trust will be liable.

20 (a) Operating lease commitments

The Trust has commitments in the year to 31st March 2009 to pay minimum rentals on buildings and equipment under non-cancellable operating leases. Leases which expire within two to five years after the balance sheet date: buildings £5,225 (2008: £5,000); equipment £2,135 (2008 : £2,008).

(b) Capital commitments:

Capital expenditure contracted for but not paid: £43,048 (2008 £Nil).

21 Related party transactions:

The Trust is owed the sum of £17,686 (2008, £12,483) by Southerham Services Ltd. at the 31st March 2009. This constitutes a loan for the acquisition of water engineering services by Southerham Services Ltd. and is repayable with interest of £560 (2008: £591) at a rate of interest of 2% above bank base rate.



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