

CHARITY NUMBER: 1133334

COMPANY NUMBER: 07030839

**SHIPTON-UNDER-WYCHWOOD WILD GARDEN AND WOODS**  
**(a company limited by guarantee)**

TRUSTEES' REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 SEPTEMBER 2021

**SHIPTON-UNDER-WYCHWOOD WILD GARDEN AND WOODS  
TRUSTEES' REPORT FOR THE YEAR ENDED 30 SEPTEMBER 2021**

**Reference and administrative information**

<b>Charity Name</b>	Shipton-under-Wychwood Wild Garden and Woods
<b>Charity Registered Number</b>	1133334
<b>Company Registered Number</b>	07030839
<b>Registered Office</b>	New Beaconsfield Hall Station Road Shipton-under-Wychwood Oxfordshire OX7 6BQ
<b>Trustees/Directors</b>	Mr R Arnold Mr J Harris Mr J Huntingford Mrs J Mavin Mr J Mehrtens (Treasurer) Mr J Pratt Mrs C Trevers Ms C Timms Ms F Walthall resigned 2 Oct 2020 Mr J Watson (Chairman)
<b>Reviewing Accountant</b>	Richard Boyns ACA
<b>Bankers</b>	HSBC UK Bank plc 17, Market Place Banbury Oxfordshire OX16 5ED
<b>Solicitors</b>	Johnson and Gaunt 47 North Bar, Banbury, Oxfordshire, OX16 0TJ

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**Structure, Governance and Management**

The charity is a company limited by guarantee, incorporated on 26 September 2009, registered as a charity on 17 December 2009 and governed by a Memorandum and Articles of Association, which are dated 20 September 2009. In the event of the company being wound up members are required to contribute an amount not exceeding £10.

The directors of the company are also charity trustees for the purposes of charity law.

All Trustees give their time voluntarily and received no remuneration from the charity.

The charity acts as a fund-raising body and manager of its acquired properties for the objects set out in its Memorandum and Articles of Association.

The governing body is its Board of Trustees. Trustees are elected at the Annual General Meeting or appointed by a resolution of the Trustees. At each Annual General Meeting one third of the Trustees retire, by rotation, and may offer themselves for re-election. Any member may be nominated at the Annual General Meeting to be a Trustee; the total number of Trustees allowed is set at a minimum of three with no maximum.

**Principal activity**

The company's principal activity during the year ended 30 September 2021 was to raise funds, to carry out necessary maintenance work and to manage the Wychwood Wild Garden as a place of public access and enjoyment.

**Statement of Trustees' Responsibilities**

The Trustees are responsible for preparing and approving this report.

The Trustees are required to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and the incoming resources and application of resources, including the net income or expenditure for the year. 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;
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements and
- Prepare financial statements on the going concern basis unless it is inappropriate to presume 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 charity and which enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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**Achievements and Performance**

After the particular difficulties of early 2020, we took action to discourage visitors from outside the Wychwood area and this seems to have had the desired effect, with visitor numbers to the Garden returning to a more normal level. Encouragingly many of the visitors have made donations in the new gate cash boxes and online suggesting a high degree of satisfaction with their experiences. Membership numbers have risen to 166, an increase of 35 over the previous year which is very welcome news.

The use of the Wild Garden by the local Forest School has been disrupted by the various COVID restrictions during the year, however both the cubs and scouts have increased their activities in the Garden. We will continue to support them in these activities.

Our weekly volunteer sessions have continued with a welcomed increase in regular attendees. We were also able to hold two successful working parties in October and April, helping to carry out general clearing up as well as providing a much needed social occasion.

The October 2020 working party carried out major work to lay the hedge alongside the junior cricket ground, assisted by the Cotswold Wardens. This will result in a thicker and healthier hedge for a number of years to come, the skills learned during the session will also be applied in other areas of the Garden.

A section of land in the north west corner of the garden, which regularly floods has been cleared and a number of ash suffering from die back have been felled. This has allowed us to plan an attractive glade in this area. The plan for the coming year is to plant a significant specimen tree in the centre, improve the path network around it with an extended board walk and create a glade of reflection away from the busier area of the ponds and ducks.

Work was carried out to improve the drainage and surface of Dog Kennel Lane, making access from Milton easier. This should help eliminate the deep puddling this section of Dog Kennel Lane has suffered in the past. This work was funded directly by Milton Parish Council using Section 106 funding. The path by the side of the canals was also resurfaced with additional drainage added to avoid the regular winter flooding.

Work to improve and strengthen the hedge along the western ditch has also been carried out which has also helped to discourage incursions across this boundary. The Avenue gates were repainted to improve the entrance to the Garden.

We estimate that 65 volunteers have contributed to the maintenance and management of the Garden during the year, an increase of 25 from the previous year.

**Financial Review**

The financial position of the Charity continues to be satisfactory with cash at bank and in hand of £24,033. Net assets at 30 September 2021 totalled £74,735. Standing orders and annual pledges for the future maintenance of the Wild Garden currently stand at £8,657 per annum at the date of signing these accounts. Our income has benefited significantly from a small number of major donations for which we are very grateful. We also received the delayed Section 106 funds for the replacement tractor purchased the previous year, enabling the restricted funds to be restored to £50,000. Income from the gate cash boxes and logs have also made useful contributions. As reported last year our insurers, Zurich, extended our policy for 3 months for no extra cost due to the COVID-19 situation.

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**Reserves Policy**

The Trustees have examined the charity's requirements for reserves in light of the estimated basic annual running costs of The Wild Garden. A policy has been established whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charity should be at least equal to approximately 18 months expenditure on running costs. The unrestricted reserves at 30 September 2021 were £24,735 and approximately 18 months expenditure on running costs (excluding specific projects) have been estimated at £8,250. The Trustees consider that the present level of unrestricted funds is sufficient.

**Risk Review**

The Trustees identify and review the major risks to which the charity is exposed and ensure that systems are in place to mitigate these risks.

The risks to which we are exposed include database management, financial, environmental, compliance and operational risks and where appropriate systems or procedures have been established to mitigate the risks. We ensure that we have adequate insurance in place, monitor our reserves policy, monitor our financial activities, pay particular attention to keeping our members informed about our activities, and comply with company and charity law and regulation.

We complied with the appropriate COVID restrictions that were in place during the year, ensuring that all volunteers were comfortable with the arrangements and were able to maintain appropriate social distance.

We provide regular newsletters to our members and invite feedback on any issues via telephone or email. Our aim is to respond to calls and emails within 24 hours.

We monitor the Wild Garden on an annual basis for signs of serious tree diseases and for invasive species. Ash Dieback will continue to be a threat for a number of years and a number of trees in particularly vulnerable areas were removed. Our management approach is selective cutting back and felling as needed. We monitor for Japanese Knotweed, Giant Hogweed and Signal crayfish, destroying them as they occur. Signal crayfish have progressed up the canals to the ponds, they will be monitored and if necessary trapped to reduce numbers and protect the fish in these areas.

Our ponds and canals are registered as fisheries with the Environment Agency, allowing us to benefit from restocking with native fish. Care is taken to avoid any non-native species being introduced into the water system which would violate our license.

We use monitoring cameras from time to time to help identify and control anti-social behaviour, they were not used during the year.

**Objectives and Public Benefit**

The Trustees consider that they have complied with the Charities Act which states that charity trustees must 'have regard' to the public benefit guidance 'when exercising any powers or duties to which the guidance is relevant'.

The Charities (Accounts and Reports) Regulations 2008 requires charity trustees to include a statement in their Trustees' Annual Report as to whether they have complied with that duty.

The Trustees are satisfied that they have taken full regard of the public benefits guidance when making a decision to which the guidance is relevant or where they have decided to depart from the guidance, they have good reasons for doing so. We regularly review the workings and effectiveness

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of our governance policies and update these as needed, new policies are added as required by both law and experience.

**Public Access and Participation**

Our charitable objectives require that we manage the Wild Garden for the benefit of both residents and visitors to the area. There have been no physical restrictions on access during the year, however to handle the situation with COVID we discouraged visitors from outside the Wychwood area. We ask the public to respect the peace and tranquillity of the space and to keep children under control and dogs on leads at all times. Membership of the company is open to all who pledge an annual subscription of £30 or more. As at 30 September 2021 we had 166 members, including both Shipton and Milton Parish Councils as Representative Members.

**Conservation, Restoration and Management**

The restoration and management of the Wild Garden is guided by the Management Plan updated in August 2019. A copy of the Management Plan is available on our website. The overall objectives of the plan are to maintain the formality of the Avenue and the Round Pond, to restore the water system so that it now supports a reasonable fish stock and to maintain the remainder of the woodlands with a minimum of intervention.

**Education**

The key objective of the education initiatives, as set out in the Management Plan, is to encourage a responsible attitude towards, and a wider appreciation of, our local natural and physical environment. While the Garden was never intended to become an adventure playground, it should nevertheless allow popular and peaceful enjoyment of the Wild Garden by all and foster a positive approach to the environment.

**Small company provisions**

This report has been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime. The Trustees acknowledge their responsibilities to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity. The Trustees are satisfied that the company is exempt from, and has not been subject to, an audit.

This report was approved by the Trustees on 25<sup>th</sup> January 2022 and signed on their behalf by:



**J Michael Watson**  
Chairman

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**ACCOUNTANTS' REPORT TO THE TRUSTEES OF  
SHIPTON-UNDER-WYCHWOOD WILD GARDEN AND WOODS**

I have reviewed the Trustees' Report and Financial Statements (the "Annual Report") for the year ended 30 September 2021 in light of applicable accounting standards and statements of recommended practice, and no matters have come to my attention that would suggest that the Annual Report does not either comply with such standards or statements, or give a true and fair view. However, the Trustees are reminded that ultimately it is their responsibility to ensure compliance and that undue reliance should not be placed upon my review in this regard.

A handwritten signature in black ink, appearing to read 'R. Boyns', with a stylized flourish at the end.

**Richard Boyns ACA**

Dated: 2<sup>nd</sup> January 2022

**SHIPTON-UNDER-WYCHWOOD WILD GARDEN AND WOODS  
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**STATEMENT OF FINANCIAL ACTIVITIES  
(INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 30 SEPTEMBER 2021**

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
<b>Income and endowment from</b>				
Donations, grants and subscriptions	14,142	4,250	18,392	8,761
Activities/Events	1,805		1,805	1,770
Interest received	1		1	26
Tax claimed under Gift Aid	2,936		2,936	1,447
<b>Total Income and endowment</b>	<b>18,884</b>	<b>4,250</b>	<b>23,134</b>	<b>12,004</b>
<b>Expenditure on Governance and administration</b>				
Insurance	1,530		1,530	0
General Expenses (Note 14)	2,668		2,668	1,246
<b>Maintenance</b>				
Tree work and surveys	4,447		4,447	12,720
Fuel for tractor	41		41	41
Fuel for chainsaw	65		65	57
Chainsaw maintenance and sharpening	0		0	40
Paint	0		0	7
Sundries	27		27	0
<b>Equipment costs (Note 15)</b>	<b>250</b>	<b>(27)</b>	<b>223</b>	<b>4,406</b>
<b>Specific Projects</b>				
Works to paths (Note 16)	3,455		3,455	526
Works to gates (Note 17)	112		112	0
<b>Total expenditure</b>	<b>12,595</b>	<b>(27)</b>	<b>12,568</b>	<b>19,043</b>
<b>Net income and endowments</b>	<b>6,289</b>	<b>4,277</b>	<b>10,566</b>	<b>(7,039)</b>
<b>Funds brought forward 2020</b>	<b>18,446</b>	<b>45,723</b>	<b>64,169</b>	<b>71,208</b>
<b>Funds carried forward</b>	<b>24,735</b>	<b>50,000</b>	<b>74,735</b>	<b>64,169</b>

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**BALANCE SHEET AS AT 30 SEPTEMBER 2021  
COMPANY NUMBER 07030839  
CHARITY NUMBER 1133334**

	Notes	£	2021 £	2020 £
<b>Fixed Assets</b>				
Freehold Land	2		50,000	50,000
<b>Current Assets</b>				
Debtors	11	702		408
Cash at bank and in hand	3	24,033		13,761
		<u>24,735</u>		<u>14,169</u>
LESS Creditors; amounts falling due within one year	12	0		0
		<u>24,735</u>	<u>24,735</u>	<u>14,169</u>
<b>Net Assets</b>			<u><b>74,735</b></u>	<u><b>64,169</b></u>
<b>Reserves</b>				
Unrestricted	1		24,735	18,446
Restricted	1		50,000	45,723
			<u><b>74,735</b></u>	<u><b>64,169</b></u>

The Trustees are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006 and that members have not required the company to obtain an audit in accordance with section 476 of the Act.

**SHIPTON-UNDER-WYCHWOOD WILD GARDEN AND WOODS  
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The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to the accounting records and the preparation of accounts.

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006, applicable to companies subject to the small companies regime. The accounts have been prepared having due regard to the Charities SORP (FRS 102).

<b>Statement of Cash Flows and Reconciliation to Net Income</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Net Income for the reporting period	10,566	(7,039)
(Increase)/decrease in debtors	(294)	(10)
Increase/(decrease) in creditors	0	0
Net cash provided by (used in) operating activities	10,272	(7,049)
Change in cash and cash equivalents in the reporting period	10,272	(7,049)
Cash and cash equivalents at the beginning of the reporting period	13,761	20,810
Cash and cash equivalents at the end of the reporting period	24,033	13,761

The Financial Statements were approved by the Trustees on 25<sup>th</sup> January 2022



**J Michael Watson**  
Chairman



**J.I. Mehrtens**  
Treasurer

**SHIPTON-UNDER-WYCHWOOD WILD GARDEN AND WOODS  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 SEPTEMBER 2021**

**1. Accounting Policies**

- The financial statements are prepared under the historical cost convention and in accordance with the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" published in 2005 and revised in the Charities SORP(FRS 102), and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2016).
- Donations and grants received are usually recognised in full in the year in which they are received.
- Resources expended are accounted for on a cash basis and have been aggregated under appropriate headings. Costs of generating funds are the expenses incurred with fund raising events. Governance and administration costs are those incurred in connection with the administration of the charity and compliance with constitutional and statutory requirements.
- Unrestricted Funds are funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.  
Restricted Funds are funds which are to be used in accordance with specific restrictions of the donors or which have been raised by the charity for particular purposes.  
The Restricted Funds in the Balance Sheet of the charity relate to the acquisition of The Wild Garden.
- Freehold Land is carried at cost less any impairment if any.

2. The charity has purchased the Freehold of 12.5 acres of land at Shipton – under - Wychwood (known as The Wild Garden) at a cost of £50,000 with the intention of meeting the charity's objects as set out in its Memorandum of Association

3. The charity has no investments; all surplus funds are deposited with our bank.

4. The charity does not have any employees.

5. The charity is exempt from corporation tax on its charitable activities.

**6. Related Party Transactions**

All transactions with trustees are carried out on an arms length basis. There were no such transactions during the year ended 30 September 2021 apart from £1,000 reimbursed to 2 trustees in respect of costs incurred in equipment and work to paths and sundry costs relating to The Wild Garden project, newsletters and AGM.

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**7. Trustees' remuneration and expenses**

No remuneration directly or indirectly out of the funds of the charity was paid or payable for the year to any trustee or to any person or persons known to be connected with them. Expenses totalling £1,000 have been incurred by trustees during the year, all of which has been reimbursed.

8. The charity is not part of a group and it does not have any subsidiaries.

9. The charity has no capital commitments, nor has it given any guarantees to any third party. Neither has it received nor granted any loans or made any ex-gratia payments.

**10. Membership**

At the end of the financial year we had 166 members compared to 131 at the end of the prior year.

**11. Debtors**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Tax reclaimed under gift aid	503	211
W.O.D.C. emptying dog bins	199	197
	<hr/> <b>702</b>	<hr/> <b>408</b>

**12. Creditors**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
	0	0
	<hr/> <b>0</b>	<hr/> <b>0</b>

13. The company does not have a share capital, being limited by guarantee.

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**TRUSTEES' REPORT FOR THE YEAR ENDED 30 SEPTEMBER 2021**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2021**

**14. General Expenses**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
West Oxfordshire D.C. (emptying dog bins)	792	773
AGM costs and general administrative costs	559	473
Covid costs	48	0
Hedge laying/Fencing	1,269	0
	<b>2,668</b>	<b>1246</b>

**15. Equipment Costs**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Repairs to tractor and keys for new tractor	122	92
Sundries	8	0
Saw chains	22	0
Saw	10	0
Replacement boat	61	0
Replacement pruning saw	0	17
Bill Hooks	0	79
Collection Boxes	0	91
Replacement of tractor	0	4277
Sale of old Tractor	0	(150)
	<b>223</b>	<b>4406</b>

**16. Works to Paths**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Operator	3,012	144
Gravel	443	382
	<b>3,455</b>	<b>526</b>

**17. Works to gates**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Generator and fuel	51	0
Paint	61	0
	<b>112</b>	<b>0</b>