Charity Number 1174989

Trustees' Annual Report & Financial Statements

For the year ended 31 December 2019

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#### Reference and administrative details

Name: Campaign to Protect Rural England (County of North Yorkshire Branch)

Registered Charity Number: 1174989

Address: PO Box 189, YORK, YO7 9BL

web address: cprenorthyorkshire.co.uk

## Trustees during the period 1 January 2019 - December 2019 and at the date of signing the report

Mrs Jules Marley

Resigned 31 May 2019

Mr Stuart White

Chair

Mr Ron Healey Mrs Katie Atkinson Mrs Gail Simmons

Mrs Francesca Evans Mrs Jan Arger

Appointed 16 May 2019 Appointed 14 January 2020

**Legal Counsel:** Robert Nieri, Brabners LLP, 55 King Street, Manchester, M2 4LQ

Heritage consultant: 1 Voyage Limited, 6 Feversham Road, Helmsley, North Yorkshire, YO62 5HN

**Planning Consultant**: Katie Atkinson, KVA Planning, Helmsley

Bank: CAF Bank Limited,

West Malling ME19 4JQ

**HSBC Market Place Bedale DL8 1EF** 

Independent examiner: Sally Appleton FCA

Saffery Champness LLP

Mitre House, North Park Road, Harrogate, HG1 5RX

Trustees' Report
For the year ended 31 December 2019

#### Structure, governance and management

#### How our charity is constituted

The North Yorkshire Branch of the Campaign to Protect Rural England (referred to as CPRE North Yorkshire or CPRE NY within these financial statements) is a Charitable Incorporated Organisation (CIO). The CIO was registered at the Charity Commission on 4 October 2017 under a Trust Deed dated February 2017.

On 1 January 2018 the assets, liabilities and funds of The Campaign to Protect Rural England North Yorkshire Branch (an unincorporated registered Charity, reference 500333, which subsequently became inactive although remains registered) were transferred to this Charity. The two Charities have the same objects and beneficiaries, and a number of common Trustees.

#### **Trustees**

Trustees may serve for a period of 6 years and the Chair can serve for a period of up to 9 years.

CPRE North Yorkshire Trustees operate a Nominations Committee to approve candidates for the trustee board - the Trustee Board is moving towards skill based recruitment of suitable individuals.

#### **Financial review**

The Charity made an overall surplus in the year of £51,176 (2018: £41,582), which included spending £4,640 (2018: £2,319) of the restricted funds brought forward. At the year end there were £148,300 (2018: £92,484) of unrestricted funds and £99,205 (2018: £103,845) of restricted funds.

### **Our Reserves Policy**

In March 2017 CPRE NY Trustees approved a Reserves Policy produced with National Office guidance.

The CPRE NY policy is that the level of cash and investments in unrestricted funds should be sufficient to cover planned and unforeseen variations in operational income and expenditure on a rolling two year basis. This is to be reviewed during every budget cycle with consideration of operational risks and external factors. The year end target for CPRE NY opening and closing unrestricted cash will be £15k for working capital and between £45k and £75k of cash and/or investments to cover the risks in CPRE NY's sources of income and expenditure over the following 24 months (a total of £60k to £90k). The £15k working capital cash balance reflects the amount required to ensure the peaks and troughs of cash flow requirements during the course of an annual operating cycle can be met. In order to respond to new opportunities and threats CPRE NY will hold a further £20k to £50k in its strategic investment fund which will be used to finance specific programmes of activity over future periods. In total, this creates a target unrestricted reserves range of £80k to £140k. If unrestricted reserves are below £80k the objective will be to reach this minimum level, as soon as is practicable, subject to competing interests. The level of unrestricted reserves at 31 December 2019 was £148,300.

Restricted Reserve Funds will be held to ensure that monies subject to a restricted legacy are used for the purpose specified by the testator.

#### Funds held as a custodian trustee on behalf of others

The charity owns no land or property.

## Trustees' Report For the year ended 31 December 2019

#### **Insurance**

In the opinion of the trustees, the charity has adequate insurance cover to help mitigate the financial impact of a range of risks and liabilities to the charity's assets.

#### **Objectives and activities**

Our charitable objects:

"To promote and encourage for the benefit of the public the improvement, protection and preservation of the countryside of North Yorkshire and its towns and villages and the better development of the rural environment".

The Trustees have referred to current guidance from the Charity Commission on public benefit in producing this report and when reviewing our aims and objectives and planning our future activities. In particular the Trustees consider how planned activities will contribute to the aims and objectives they have set.

#### **Our Vision**

To create one CPRE North Yorkshire managed professionally to enable this charity to protect, enhance and ultimately promote the North Yorkshire countryside, its rural towns and villages and ensure that we enable the right kind of development, in the right place, at the right time, for the right reasons and prevent ill-conceived and inappropriate development. We also wish to highlight the importance of tranquillity, food and farming and light pollution across this county.

### Activities and services provided

We campaign actively on all issues relating to planning, the protection, promotion, enhancement and awareness of the countryside. We provide expert help where required and moral support to those who face the minefield known as planning. We have responded to an unprecedented rise in requests for help from both members and non-members and assisted local groups and parish councils.

We work to protect, enhance and promote the 3500 square miles of North Yorkshire.

#### Our achievements and performance in 2019

### **DONATIONS/LEGACIES**

### 1 Serena Moore nee Denholm-Young Legacy

In 2016 we were notified of a large legacy left to National Office with the wish that it be used for or towards the future protection of the landscape of North Yorkshire. The sum total of that legacy was six hundred thousand pounds. The trustees remain grateful for the legacy and will do their best to use the funds to protect and enhance the North Yorkshire landscape. We have and will continue to honour the wish that funds may not be used for administration purposes. In 2020, provided the National CPRE body commit to paying, we will receive the final payment of £87,000 from them. This money has and will continue to be used for the protection of the countryside and has been carefully budgeted to last us for a number of years.

## Trustees' Report For the year ended 31 December 2019

#### 2. Donation £2,500

Paid to CPRE North Yorkshire by the Regional Group of CPRE (Yorkshire and Humber) to continue its hard work in campaigning for the protection and promotion of the North Yorkshire countryside.

#### **CAMPAIGNS**

CPRE North Yorkshire is a campaigning organisation, the three principle ways we achieve our objects are:

- 1 Influencing government policies and legislation that affect the countryside.
- 2 Influencing planning decisions that affect the countryside at local and national levels.
- 3 Initiating and supporting activities that directly improve the countryside and rural communities.

#### Our values

We believe that a beautiful, tranquil, diverse and productive countryside is fundamental to people's quality of life, wherever they live.

We believe the countryside should be valued for its own sake.

We believe the planning system should protect and enhance the countryside in the public interest.

We strive to be competent, constructive and to act with integrity.

We use our resources where they are likely to have the most effect.

The continued existence and quality of so much of the English landscape is a testament to almost 90 years of successful campaigning.

CPRE led the early campaigns to create the town and country planning system, National Parks, Areas of Outstanding Natural Beauty (AONBs) and Green Belts.

Even so, the countryside continues to face a multitude of threats. CPRE North Yorkshire campaigns to protect and enhance our landscape heritage for the benefit of all.

In addition to planning and policy work, some of the campaigns managed over the last twelve months: Litter

We continue to organise litter picks and plan to increase the number to target areas where our presence needs a higher profile.

#### Fracking

Our work to ensure CPRE North Yorkshire was a reasoned voice in the melee regarding fracking continued. CPRE North Yorkshire worked to increase its efficacy and professionalism to add weight to any arguments in the future.

#### Farming, food, tourism and the countryside

Our initiative launched in June 2016 to illustrate that farming and tourism are inextricably linked was enhanced and continued. We have agreed to sponsor the North Yorkshire Schools Healthy Eating Events in the academic years 2020-2021, specifically to deliver training in the workplace to give teachers confidence and provide teaching resources to enable cooking and growing to take place in all primary schools in North Yorkshire.

#### Support local campaigning groups

We increased liaison and support of local campaigning groups across the county.

#### Media/PR/Competitions

2019-20 saw viewings across the web site, Instagram and Facebook increase dramatically. Facebook viewings have increased by 20% since 2018, Instagram has seen double the number of followers in 2019.

## Trustees' Report For the year ended 31 December 2019

The Photography competition was continued. Awards will be presented at the AGM in May 2020.

Additionally, this is the second year we held the School's writing competition which was launched in 2018 to increase the breadth of awareness of CPRE North Yorkshire and involve younger people (and their parents) in accessing the countryside near them. Our second competition was a resounding success with nine schools entering and over 700 individual entries. Awards will be presented at the AGM in May 2020.

#### Links with other charities:

We work closely with the other charities where our aims are similar.

In addition, our planning work has dramatically increased, to levels never achieved in the past by CPRE in North Yorkshire.

#### **Planning including Local Plans**

It has officially been 2 years since CPRE North Yorkshire restructured and the new planning regime introduced. In that time, CPRE North Yorkshire has prepared 125 planning representations across the county.

Via both KVA Planning Consultancy and One Voyage (Heritage Consultant), CPRENY has responded jointly to 5 large Policy Consultations since May 2019 including:

- Nidderdale AONB Management Plan;
- Craven District Council Main Modifications in relation to Skipton Castle and Hellifield Local Green Space designations following the Examination in Public;
- Harrogate Local Plan Main Modifications;
- City of York Council The Inspector's Matters, Issues and Questions regarding the Local Plan First Stage Examination in Public; and
- Ryedale Local Plan additional sites consultation.

CPRE NY were also present and gave evidence at the North York Moors National Park Authority Local Plan Examination in Public, the Harrogate Local Plan Examination in Public, and at Phase 1 of the City of York Local Plan Examination In Public.

It is expected that further policy representations on behalf of CPRE NY will be required prior to the AGM in relation to the following documents:

- Craven District Council Main Modifications Consultation in to the Local Plan (post hearing sessions);
- North York Moors National Park Authority Main Modifications;
- Hambleton District Council Local Plan Publication Draft (slipped further now due March 2020);
- Phase 2 of the Examination in Public for City of York Local Plan

This is just a glimpse of our achievements in 2019, full details are available on the web site under news at www.cprenorthyorkshire.co.uk

#### **Strategic Management**

The CPRE North Yorkshire Planning Register:

The planning register is now working effectively and contains all planning comments made by the charity. Such a register instantly identifies trends. Any trends are then notified to the national CPRE enabling more effective influencing of government policies and legislation.

### **Trustees' Report**

#### For the year ended 31 December 2019

A Risk Assessment & management policy which formed part of our forward plan in 2017 has been prepared and approved enabling the charity to manage risk in a professional manner. We conduct quarterly risk assessments. Additionally, the charity now has a complaints policy and clear action guidelines.

Trustees continue to meet quarterly with weekly "operations conference calls" to ensure no application or issue slips through the net in between meetings.

Robert Nieri, is our legal counsel from Brabners LLC in Manchester and continues to provide oversight and advice as required to the Trustees.

#### **Forward Strategic Plan**

Looking forward, we are still in a position to give our full attention to phase 2 of our five year plan 'Beyond Compliance – Towards Effective Campaigning'.

The Branch Trustees have created a forward plan to guide us through the next five years a key aspect of which is the establishment of a budget which will underpin delivery. Whilst the key aspect of the forward plan is the establishment of a budget to underpin delivery, historic issues and delays in payments from the national body resulted in constant re-work of budgets. Measures have been taken to ensure that future payments of the Serena Moore nee Denholm-Young legacy are received on time to ensure that our forward plan is not affected further.

The key aspects of the forward plan:

- 1. Increase membership to 1000 by 2030 by increasing awareness and donations.
- 2. Increase effective campaigning across the 3500 square miles of North Yorkshire.
- 3. Increase our media profile through the press, show, competitions and internet.
- 4. Ensure the trustee board members are skill based as well as committed to the protection and enhancement of North Yorkshire's country.

and now include:

"Living your charity's values - it ain't just what you do, it's the way that you do it!"

#### Coronavirus

The Trustees are aware that these financial statements are being signed during the Coronavirus pandemic and, due to the strong cash balances held by the charity, expect to continue to be able to meet the charity's liabilities as they fall due, in the coming year.

#### Overview

The measures to ensure good governance are in place and set in stone, the strategic plan is ongoing, our finances are in a strong position to enable continuance of our work in the long term. The commitment and dedication of the trustees has ensured that we live our values. As we move forwards as a well governed charity, we are in a position to campaign effectively. We shall continue to increase our bank of planning experts to ensure we can meet the ever-increasing demand from our members, our local groups and the general public.

Stuart White Chair

## Statement of trustees' responsibilities For the year ended 31 December 2019

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales 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 of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP (FRS102);
- 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 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 that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, applicable accounting regulations 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.

Independent examiner's report to the trustees of Campaign to Protect Rural England (County of North Yorkshire Branch)

I report to the trustees on my examination of the accounts of the Campaign to Protect Rural England (County of North Yorkshire Branch) (the Trust) for the year ended 31 December 2019.

#### Respective Responsibilities of trustees and examiner

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

#### 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

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:

- accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- the accounts do not accord with those records; or
- the accounts do not comply with the applicable requirements concerning the form and content of
  accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

Sally Appleton, FCA	Date:

Saffery Champness LLP Mitre House North Park Road Harrogate HG1 5RX

# Statement of financial activities For the year ended 31 December 2019

	Notes	Unrestricted funds	Restricted funds	Total funds 2019	Total funds 2018
		£	£	£	£
Income and endowments from:					
Donations and legacies	3	104,556	-	104,556	102,111
Investments	4	116	-	116	77
Total		104,672	-	104,672	102,188
Expenditure on:					
Charitable activities	5	49,094	4,640	53,734	60,350
Total		49,094	4,640	53,734	60,350
Net gains/(loss) on investments		238	-	238	(256)
Net income/(expenditure)		55,816	(4,640)	51,176	41,582
Transfers between funds		-	-	-	-
Net movement in funds		55,816	(4,640)	51,176	41,582
Reconciliation of funds:					
Total funds brought forward		92,484	103,845	196,329	154,747
Total funds carried forward	11	148,300	99,205	247,505	196,329

All amounts relate to continuing activities within the United Kingdom.

There are no recognised gains and losses other than those included in the statement of financial activities.

The notes on pages 13 to 18 form part of these financial statements.

Balance sheet As at 31 December 2019

	Note	2019	2018
Fixed assets		£	£
Investments	7	3,189	2,951
Current assets			
Cash at bank and in hand		248,228	198,224
Other debtors – investment income due		10	10
Creditors	8	(3,922)	(4,856)
Net current assets		244,316	193,378
Net assets		247,505	196,329
The funds of the charity:			
Restricted funds	9	99,205	103,845
Unrestricted income funds	10	148,300	92,484
Total funds	11	247,505	196,329

Approved by the board of trustees on ......2020 and signed on its behalf by:

The notes on pages 13 to 18 form part of these financial statements.

Notes to the financial statements
For the year ended 31 December 2019

#### 1 Accounting policies

#### **Basis of preparation**

The financial statements have been prepared under the historical cost convention modified to include the revaluation of investments, in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the financial Report Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015), (Charities SORP (FRS102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102).

The accounts have been prepared on a going concern basis, as the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operation for the foreseeable future. The Trustees are aware that the accounts are being approved during the Coronavirus pandemic but have reviewed the level of liquid assets available and expect to continue to be able to meet the charity's liabilities as they fall due in the coming year.

On 1 January 2018 the assets, liabilities and funds of The Campaign to Protect Rural England North Yorkshire Branch (an unincorporated registered Charity, reference 500333, which subsequently became inactive although remains registered) were transferred to this Charity. The two Charities have the same objects and beneficiaries, and a number of common Trustees. As such, in line with the requirement of the Charities SORP 2015 merger accounting was applied and comparative information was presented in the 2018 accounts, reflecting the activities of The Campaign to Protect Rural England North Yorkshire Branch.

#### **Fund accounting**

Unrestricted general funds – these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

Restricted funds – these are funds that can only be used for particular purposes with the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted activities. The main restricted funds relate to the Isabel Paton Estate, who left land to CPRE North Yorkshire in 2006. The land has now been sold and the proceeds are restricted to be used to fund activity in the Yorkshire Dales. As well as any directly attributable costs, the Trustees have allocated 2/9ths of the general running costs of the Charity to this restricted fund, being their estimate of the costs of the activity of the two branches in the Yorkshire Dales area.

#### **Incoming resources**

Incoming resources are from donations, grants, sponsorship receipts, gift aid, and bank interest and are credited gross in the year in which they are receivable.

#### Resources expended

All expenditure is charged in the year in which it is incurred.

#### Investments

Investments quoted on a recognised stock exchange are valued at mid-market value at the year end. Unrealised and realised gains and losses are shown net in the statement of financial activities.

# Notes to the financial statements For the year ended 31 December 2019

#### **Taxation**

The company is a registered charity and therefore is not liable for income tax or corporation tax on income derived from its charitable activities, as it falls within the various exemptions available to registered charities.

#### **Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measure at their settlement value.

## 2 Comparative SOFA information

	Unrestricted General	Restricted Funds	2018 Total Funds
	£	£	£
Income and endowments from:			
Donations and legacies	102,111	-	102,111
Investments	77	-	77
Total	102,188	-	102,188
Expenditure on:			
Charitable activities	58,031	2,319	60,350
Total	58,031	2,319	60,350
Net loss on investments	(256)	-	(256)
Net income/(expenditure)	43,901	(2,319)	41,582
Transfers between funds	-	-	-
Net movement in funds	43,901	(2,319)	41,582
Reconciliation in funds:			
Total funds brought forward	48,583	106,164	154,747
Total funds carried forward	92,484	103,845	196,329

## Notes to the financial statements For the year ended 31 December 2019

## 3 Income from donations and legacies

	Unrestricted Funds	Restricted Funds	2019 Total	2018 Total
	£	£	£	£
Quarterly share	13,179	-	13,179	12,969
Other donations and legacies	91,377	-	91,377	89,142
	104,556	-	104,556	102,111

## 4 Investment and other income

	Unrestricted Funds	Restricted Funds	2019 Total	2018 Total
	£	£	£	£
Bank interest receivable	35	-	35	35
Investment income	81	-	81	42
	116	-	116	77

## 5 Analysis of expenditure on charitable activities

	Charitable activities	Support and governance costs	2019 Total	2018 Total
	£	£	£	£
Grants paid	5,000	-	5,000	-
Planning and professional fees	30,311	5,514	35,825	49,043
Governance costs	-	4,800	4,800	3,500
Support costs	7,935	174	8,109	7,807
	43,246	10,488	53,734	60,350

One grant of £5,000 was paid in the year to Save OUR Craven Countryside.

# Notes to the financial statements For the year ended 31 December 2019

# 6 Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel

The charity has no employees therefore there were no emoluments of more than £60,000 during the current or preceding year.

Trustee costs	Unrestricted Funds	Restricted Funds	2019 Total	2018 Total
	£	£	£	£
Expenses paid to 1 Trustees during the year for travel and subsistence (2018: 3 Trustees)	174	-	174	477

## 7 Investment assets

	Carrying value at 1 January 2019	Additions	Disposals	Gain on revaluation	Carrying value at 31 December 2019
	£	£	£	£	£
CAF UK equity fund	2,951	-	-	238	3,189

8 Creditors	2019 Total	2018 Total
	£	£
Accruals	3,922	4,856

# Notes to the financial statements For the year ended 31 December 2019

## 9 Analysis of movements in restricted funds

Restricted fund	Funds at 1 January 2019	Incoming resources	Resources expended	Transfers	Funds at 31 December 2019
	£	£	£	£	£
Funds realised from Land and property – Paton Estate	91,714	-	(4,140)	-	87,574
Paton Estate	11,109	-	-	-	11,109
Harrogate area restricted	522	-	-	-	522
Craven District area restricted	500	-	(500)	-	-
	103,845	-	(4,640)	-	99,205

## Comparative restricted fund movements

Restricted fund	Funds at 1 January 2018	Incoming resources	Resources expended	Transfers	Funds at 31 December 2018
	£	£	£	£	£
Funds realised from Land and property – Paton Estate	94,033	-	(2,319)	-	91,714
Paton Estate	11,109	-	-	-	11,109
Harrogate area restricted	522	-	-	-	522
Craven District area restricted	500	-	-	-	500
	106,164	-	(2,319)	-	103,845

# Notes to the financial statements For the year ended 31 December 2019

The land and property and Paton estate funds relate to a parcel of land and barn in Horsehouse and Crakehall, part of the Isabel Paton Estate, who left the land to CPRE North Yorkshire in 2006, the proceeds of which are restricted to be used to fund activity in the Yorkshire Dales.

The Craven District area fund relates to a donation by a member of the public wishing to remain anonymous for use in the Craven District Council Authority area. This has been fully spent in the year.

The Harrogate area restricted fund relates to a donation in Harrogate for the Charity's work in the green belt.

## 10 Analysis of movements in unrestricted funds

	Balance 1 January 2019	Incoming resources	Resources expended	Gain on investments	Funds 31 December 2019
	£	£	£	£	£
Unrestricted funds	92,484	104,672	(49,094)	238	148,300

#### 11 Analysis of group assets between funds

	Fixed Assets	Cash at bank	Other net current assets	Total
	£	£	£	£
Restricted funds	-	99,205	-	99,205
Unrestricted funds	3,189	149,023	(3,912)	148,300
	3,189	248,228	(3,912)	247,505

### 12 Related party transactions

During the year the Charity made payments of £29,161 (2018 £45,109) to K Atkinson (a Trustee of the Charity) for planning consultancy services. These payments were made under section 6.2 of the Charity's Constitution. K Atkinson received no remuneration for her role as Trustee.