

**Registered number: 04553653**

**Charity number: 1096308**

**Chichester Harbour Trust**  
**(A company limited by guarantee)**

**Unaudited**

**Trustees' report and financial statements**

**for the year ended 31 March 2020**

**Chichester Harbour Trust**  
**(A company limited by guarantee)**

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**Chichester Harbour Trust**  
**(A company limited by guarantee)**

**Reference and administrative details of the company, its Trustees and advisers  
for the year ended 31 March 2020**

**Trustees** Mr J F Nelson CBE DL (Chairman)  
Mr R W Evans  
Professor Sir Malcolm Green  
Mr P W Green  
Mr P D Henshaw  
Mr T E James  
Mrs A J Jupp  
Mrs F J MacFarlane  
Mr C D Newell  
Mr S G Popham QC (Hon)  
Mr S M J A Smyth

**Company registered  
number** 04553653

**Charity registered  
number** 1096308

**Registered office** 7 East Pallant  
Chichester  
West Sussex  
PO19 1TR

**Company secretary and  
administrator** Ms N S Horter

**Independent examiners** Kreston Reeves LLP  
Chartered Accountants  
9 Donnington Park  
85 Birdham Road  
Chichester  
West Sussex  
PO20 7AJ

**Bankers** Santander UK Plc  
PO Box 126  
Newport  
Gwent  
NP19 7UP

**Chichester Harbour Trust**  
**(A company limited by guarantee)**

**Trustees' report**  
**for the year ended 31 March 2020**

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The Trustees present their annual report together with the financial statements of the Chichester Harbour Trust for the year ended 31 March 2020. The Annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019) as amended by Update Bulletin 1 (effective January 2019).

Since the charity qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

**Objectives and activities**

**a. Policies and objectives**

The Charity's principal activity and object, as stated in the memorandum and articles of association, is to acquire land, sites and buildings within the Chichester Harbour Area of Outstanding Natural Beauty and its setting of landscape, environmental, recreational or historic value and to promote the conservation, protection and improvement of the natural beauty and the wildlife of the area for the public benefit.

In pursuing the object of the charity the Trustees have referred to the Charity Commission's guidance on public benefit. All new acquisitions of land and the management of land held has been considered in the light of that guidance and Trustees have ensured that the charity's activity has promoted the conservation, protection and improvement of the natural beauty and wildlife of the area for the benefit of all those members of the public who either live in or visit the Chichester Harbour Area of Outstanding Natural Beauty.

**b. Strategies for achieving objectives**

**Development and Land Acquisition**

In 2019-20 the Trustees have sought to continue the progress made since the formation of the charity. They have ensured the proper conservation and maintenance of the 13 sites (over 275 acres) in their ownership. Additionally, they have worked to increase awareness of the Trust within the local community.

**Chichester Harbour Trust**  
**(A company limited by guarantee)**

**Trustees' report (continued)**  
**for the year ended 31 March 2020**

**Objectives and activities (continued)**

**c. Activities undertaken to achieve objectives**

**Land Acquisition**

The Charity did not complete any land purchases in 2019-20.

The Trustees have continued to engage in discussions over the possible purchase or lease of plots on both the West Sussex and Hampshire sides of the harbour. Specifically, in relation to areas where it appears that the Charity may be able to assist in the protection of the landscape for the public benefit. A number of these negotiations continue.

**Land in Trust ownership**

All the sites already owned by the Charity are in a good state of conservation, and are managed by a combination of management agreements and leases.

Maybush Copse at Chidham celebrated its 10 year anniversary in 2019, and is enjoyed by local people as a thriving community woodland.

The Dell at Chidham has an outdoor classroom area which is well used by the Harbour Schools programme.

The 25 acres of arable land at Prinsted has been leased via a Farm Business Tenancy to a local farmer for growing crops.

A historic quay purchased in 2018 at Warblington has been subject of further historical research to find out about its past and importance to the local area.

**d. Main activities undertaken to further the company's purposes for the public benefit**

**Promoting the Charity**

The Trustees have continued to promote the Charity through the distribution of publicity material, website, social media and by addressing a variety of local groups and events.

Additionally, the Charity has continued to foster its close links with the four local authorities that have jurisdiction in the area, all of which have expressed their strong support.

The website has been well used by those seeking information about the Charity.

Overall the Trustees are satisfied that the Charity is increasingly well known and that the benefits it can offer for the conservation of Chichester Harbour are appreciated.



**Chichester Harbour Trust**  
**(A company limited by guarantee)**

**Trustees' report (continued)**  
**for the year ended 31 March 2020**

**Objectives and activities (continued)**

**Achievements and performance**

**a. Review of activities**

The Trustees have continued to raise funds in order to fulfil the charity's object when suitable opportunities for land acquisition arise and to maintain and improve those sites once acquired. During the year donations of £49,715 (2019 - £204,754) have been received, taking our cash resources to £372,469 and heritage resources to £848,662, with total resources of £1,328,555 (2019 - £1,312,444).

The Trustees believe that the Charity needs a fund if it is to act quickly and effectively to protect threatened areas of land. To this end, a fundraising consultant was appointed in 2019 to develop a new Fundraising Strategy, and deliver a major donor programme to create a new "fighting fund" for land purchase.

In addition, for any substantial purchase, the Trustees raise additional funds by a special appeal. This is in line with the policy of the Trust.

The Trustees continue to believe that in the longer term legacies will provide an important part of the Charity's income. They have once again emphasised legacies during all public fundraising activity during the year. They have also stressed the benefits of regular giving and encouraged supporters to donate by Standing Order.

The Charity has been supported by a number of grant making trusts and Hampshire County Council and West Sussex County Council have both contributed to the Charity's administration costs. The Trustees extend their thanks to all these bodies.

The impacts of the Covid-19 pandemic started to become apparent in March 2020. At this stage, the financial implications for Chichester Harbour Trust are unclear, but it is anticipated that charities will face a challenging fundraising climate in future. To this end, the Trust are particularly grateful for the ongoing support from private individuals through regular giving contributions.

**b. Factors relevant to achieve objectives**

There have been no transactions for the purchase of land during the period.

The Trustees have wished to ensure that the administration of the Charity is conducted efficiently but as economically as possible, and to that end they continue to employ a Charity Administrator on a part time basis.

The Charity has continued to build up funds to allow it to fulfil its object when suitable opportunities for land acquisition arise.

**Financial review**

**a. Going concern**

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

**Chichester Harbour Trust**  
**(A company limited by guarantee)**

**Trustees' report (continued)**  
**for the year ended 31 March 2020**

**Financial review (continued)**

**b. Reserves policy**

The Trustees have reviewed the position with regard to reserves and believe that it remains appropriate to retain a minimum of six months running costs as an operating reserve. General funds are held for future acquisitions of land, sites and buildings that meet the Charity's objectives of conservation and protection of natural beauty and wildlife.

**c. Material investments policy**

Most of the Charity's funds were deposited in interest-bearing accounts with Virgin Money plc and Santander UK plc. Trustees also hold liquid investments of £100,000 with West Sussex County Council.

**d. Financial risk management objectives and policies**

The Trustees have reviewed the Charity's risk register that prioritises the perceived risks to the Charity by probability and impact and they are satisfied that the various controls and procedures in place adequately minimise the risks that have been identified.

**e. Heritage assets**

All the sites owned or leased by the Charity fall within the definition of Heritage Assets. A schedule of these assets including their valuation at cost is included in the financial statements.

**Structure, governance and management**

**a. Constitution**

The Chichester Harbour Trust is incorporated as a Private Limited Company (Company No: 4553653) and is registered as a charity with the Charity Commission under the Charities Act 1993 (Registered Charity No: 1096308). The Charity is constituted as a company limited by guarantee, and is therefore governed by a memorandum and articles of association. The Trustees confirm that the accounts comply with current statutory requirements and the charity's governing documents.

**b. Methods of appointment or election of Trustees**

The management of the Charity is the responsibility of the Trustees who are elected and co-opted under the terms of its memorandum and articles of association.

**Chichester Harbour Trust**  
**(A company limited by guarantee)**

**Trustees' report (continued)**  
**for the year ended 31 March 2020**

**Structure, governance and management (continued)**

**c. Organisational structure and decision-making policies**

There are currently 11 Trustees who set policies and decide the strategy of the Charity at regular meetings. New Trustees will be appointed as required by the Board on the recommendation of individual Trustees, advertising for volunteers if necessary, and having regard for the need for an appropriate spread of experience and skill among members of the Board.

The Trustees employ a Trust Administrator (on a part time basis) to assist in the day-to-day running of the charity.

The Directors and Trustees who served during the period were as follows:

Mr J F Nelson CBE DL (Chairman)  
Mr R W Evans  
Professor Sir Malcolm Green  
Mr P W Green  
Mr P D Henshaw  
Mr T E James

Mrs A J Jupp  
Mrs F J MacFarlane  
Mr C D Newell  
Mr S G Popham QC (Hon)  
Mr S M J A Smyth

**Statement of Trustees' responsibilities**

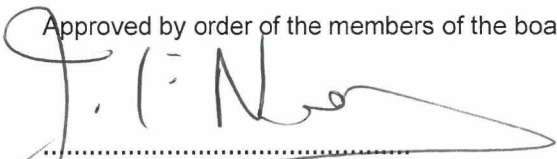
The Trustees (who are also the directors of the company for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of its incoming resources and application of resources, including its income and expenditure, 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 of the Charities SORP (FRS 102)
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- 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 adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. 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.

Approved by order of the members of the board of Trustees and signed on their behalf by:

  
Mr J F Nelson CBE DL (Chairman)  
(Chair of Trustees)

Date: 18 November 2020



**Chichester Harbour Trust**  
**(A company limited by guarantee)**

**Independent examiner's report**  
**for the year ended 31 March 2020**

**Independent examiner's report to the Trustees of Chichester Harbour Trust ('the company')**

I report to the charity Trustees on my examination of the accounts of the company for the year ended 31 March 2020.

**Responsibilities and basis of report**

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

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

**Independent examiner's statement**

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

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

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

This report is made solely to the company's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the company's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's Trustees as a body, for my work or for this report.

Signed: 

Dated: 19 November 2020

Simon Webber BA (hons), DChA, FCA

Kreston Reeves LLP  
Chartered Accountants  
Chichester

**Chichester Harbour Trust**  
**(A company limited by guarantee)**

**Statement of financial activities (incorporating income and expenditure account)**  
**for the year ended 31 March 2020**

	<b>Note</b>	<b>Unrestricted funds 2020 £</b>	<b>Total funds 2020 £</b>	<b>Total funds 2019 £</b>
<b>Income from:</b>				
Donations and legacies	3	49,715	49,715	204,754
Investments	4	11,183	11,183	10,640
<b>Total income</b>		<b>60,898</b>	<b>60,898</b>	<b>215,394</b>
<b>Expenditure on:</b>				
Raising funds	5	6,000	6,000	1,559
Charitable activities	6	38,787	38,787	27,483
<b>Total expenditure</b>		<b>44,787</b>	<b>44,787</b>	<b>29,042</b>
<b>Net movement in funds</b>		<b>16,111</b>	<b>16,111</b>	<b>186,352</b>
<b>Reconciliation of funds:</b>				
Total funds brought forward		1,312,444	1,312,444	1,126,092
Net movement in funds		16,111	16,111	186,352
<b>Total funds carried forward</b>		<b>1,328,555</b>	<b>1,328,555</b>	<b>1,312,444</b>

The Statement of financial activities includes all gains and losses recognised in the year.

The notes on pages 10 to 23 form part of these financial statements.

**Chichester Harbour Trust**  
**(A company limited by guarantee)**  
**Registered number: 04553653**

**Balance sheet**  
**as at 31 March 2020**

	Note	2020 £	2019 £
<b>Fixed assets</b>			
Heritage assets	10	848,662	848,662
		<u>848,662</u>	<u>848,662</u>
<b>Current assets</b>			
Debtors	11	3,988	22,201
Investments	12	105,771	104,431
Cash at bank and in hand		372,469	345,409
		<u>482,228</u>	<u>472,041</u>
Creditors: amounts falling due within one year	13	(2,335)	(8,259)
<b>Net current assets</b>		<u>479,893</u>	<u>463,782</u>
<b>Total net assets</b>		<u><u>1,328,555</u></u>	<u><u>1,312,444</u></u>
<b>Charity funds</b>			
Restricted funds	14	-	-
Unrestricted funds	14	1,328,555	1,312,444
<b>Total funds</b>		<u><u>1,328,555</u></u>	<u><u>1,312,444</u></u>

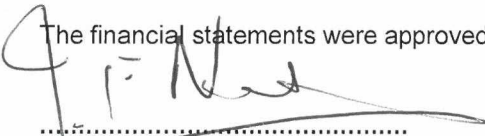
The company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

  
**Mr J F Nelson CBE DL (Chairman)**  
 (Chair of Trustees)

Date: 18 November 2020

The notes on pages 10 to 23 form part of these financial statements.



**Chichester Harbour Trust**  
**(A company limited by guarantee)**

**Notes to the financial statements**  
**for the year ended 31 March 2020**

**1. General information**

Chichester Harbour Trust is a private company limited by guarantee, incorporated in England and Wales.

The address of its registered office is:  
7 East Pallant  
Chichester  
West Sussex  
PO19 1TR

**2. Accounting policies**

**2.1 Basis of preparation of financial statements**

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Chichester Harbour Trust meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

**2.2 Going concern**

The financial statements have been prepared on a going concern basis. The Trustees believe that no material uncertainties exist. The Trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern. They have considered the shortfalls that may be caused by the Covid-19 pandemic and consider that these will be covered by the reserves, emergency funding and cost savings.

**2.3 Income**

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

The recognition of income from legacies is dependent on establishing entitlement, the probability of receipt and the ability to estimate with sufficient accuracy the amount receivable. Evidence of entitlement to a legacy exists when the Charity has sufficient evidence that a gift has been left to them (through knowledge of the existence of a valid will and the death of the benefactor) and the executor is satisfied that the property in question will not be required to satisfy claims in the estate. Receipt of a legacy must be recognised when it is probable that it will be received and the fair value of the amount receivable, which will generally be the expected cash amount to be distributed to the Charity, can be reliably measured.

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.



**Notes to the financial statements**  
**for the year ended 31 March 2020**

**2. Accounting policies (continued)**

**2.4 Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on raising funds includes all expenditure incurred by the Charity to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the company's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

**2.5 Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

**2.6 Heritage assets**

Where heritage assets have been purchased, they are initially recognised at cost. After recognition, under the cost model, heritage assets are measured at cost less any accumulated depreciation and any accumulated impairment losses.

**2.7 Debtors**

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**2.8 Cash at bank and in hand**

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**2.9 Liabilities and provisions**

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

**Chichester Harbour Trust**  
**(A company limited by guarantee)**

**Notes to the financial statements**  
**for the year ended 31 March 2020**

**2. Accounting policies (continued)**

**2.10 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 measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**2.11 Pensions**

The Charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Charity to the fund in respect of the year.

**2.12 Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

**Chichester Harbour Trust**  
**(A company limited by guarantee)**

**Notes to the financial statements**  
**for the year ended 31 March 2020**

**3. Income from donations and legacies**

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £
Donations	41,215	-	41,215
Legacies	500	-	500
Grants	8,000	-	8,000
	<u>49,715</u>	<u>-</u>	<u>49,715</u>

	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £
Donations	56,160	45,094	101,254
Legacies	5,500	-	5,500
Grants	8,000	90,000	98,000
	<u>69,660</u>	<u>135,094</u>	<u>204,754</u>

**Chichester Harbour Trust**  
**(A company limited by guarantee)**

**Notes to the financial statements**  
**for the year ended 31 March 2020**

**4. Investment income**

	<b>Unrestricted funds 2020 £</b>	<b>Total funds 2020 £</b>
Rental income	7,871	7,871
Investment income	1,340	1,340
Interest income	1,972	1,972
	<u>11,183</u>	<u>11,183</u>

	<b>Unrestricted funds 2019 £</b>	<b>Total funds 2019 £</b>
Rental income	7,993	7,993
Investment income	1,148	1,148
Interest income	1,499	1,499
	<u>10,640</u>	<u>10,640</u>

**5. Expenditure on raising funds**

**Costs of raising voluntary income**

	<b>Unrestricted funds 2020 £</b>	<b>Total funds 2020 £</b>
Consultancy	6,000	6,000
	<u>6,000</u>	<u>6,000</u>



**Chichester Harbour Trust**  
**(A company limited by guarantee)**

**Notes to the financial statements**  
**for the year ended 31 March 2020**

**5. Expenditure on raising funds (continued)**

Costs of raising voluntary income (continued)

	Unrestricted funds 2019 £	Total funds 2019 £
Expenditure on raising voluntary income	1,559	1,559

**6. Analysis of expenditure by activities**

	Support costs 2020 £	Total funds 2020 £
Charitable activity	38,787	38,787

	Support costs 2019 £	Total funds 2019 £
Charitable activity	27,483	27,483

**Chichester Harbour Trust**  
**(A company limited by guarantee)**

**Notes to the financial statements**  
**for the year ended 31 March 2020**

**6. Analysis of expenditure by activities (continued)**

**Analysis of support costs**

	<b>Charitable activity 2020 £</b>	<b>Total funds 2020 £</b>
Staff costs	25,474	<b>25,474</b>
Office costs	926	<b>926</b>
Insurance	408	<b>408</b>
Advertising and PR costs	2,630	<b>2,630</b>
Independent examiners fee	2,190	<b>2,190</b>
Professional fees	7,008	<b>7,008</b>
Website costs	151	<b>151</b>
	<b>38,787</b>	<b>38,787</b>

	<b>Charitable activity 2019 £</b>	<b>Total funds 2019 £</b>
Staff costs	21,449	21,449
Office costs	1,332	1,332
Insurance	408	408
Advertising and PR costs	1,532	1,532
Independent examiners fee	2,352	2,352
Website costs	359	359
Staff expenses	51	51
	<b>27,483</b>	<b>27,483</b>

During the year ended 31 March 2020, the Charity incurred the following Governance costs:  
£2,190 (2019 - £2,352) included within the table above in respect of charitable activity.

**7. Independent examiner's remuneration**

	<b>2020 £</b>	<b>2019 £</b>
Fees payable to the Charity's independent examiner for the independent examination of the Charity's annual accounts	<b>2,190</b>	2,352

**Chichester Harbour Trust**  
**(A company limited by guarantee)**

**Notes to the financial statements**  
**for the year ended 31 March 2020**

**8. Staff costs**

	<b>2020</b>	2019
	<b>£</b>	<b>£</b>
Wages and salaries	<b>22,914</b>	19,449
Social security costs	<b>1,890</b>	1,646
Contribution to defined contribution pension schemes	<b>670</b>	354
	<b>25,474</b>	21,449

The average number of persons employed by the company during the year was as follows:

	<b>2020</b>	2019
	<b>No.</b>	<b>No.</b>
Administration	<b>1</b>	1

No employee received remuneration amounting to more than £60,000 in either year.

There is one key management personnel being the Trust Administrator and company secretary. The total amount of employee benefits for services to the Charity during the year were £25,474 (2019 - £21,449)

**9. Trustees' remuneration and expenses**

During the year, no Trustees received any remuneration or other benefits (2019 - £nil).

During the year ended 31 March 2020, no Trustee expenses have been incurred (2019 - £nil).

**10. Heritage assets**

**Assets recognised at cost**

	<b>Heritage assets 2020 £</b>	<b>Total 2020 £</b>
Carrying value	848,662	<b>848,662</b>
	<b>848,662</b>	<b>848,662</b>

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**. Heritage assets recognised in the balance sheet**

	Cost £
<b>Property</b>	
Seaview Road, Hayling Island (acquired - 2008)	20,000
Waterside Meadow, Apuldram (acquired - 2009)	100,000
Maybush Copse, Chidham (acquired - 2009)	215,000
Sandy Point Lagoon, Hayling Island (acquired - 2012)	6,000
Field at Wittering Road, Itchenor (acquired - 2018)	178,823
Prinsted Land, Prinsted (acquired - 2019)	277,877
Oyster Quay, Pook Lane, Warblington (acquired - 2019)	50,962
<b>Total</b>	<b>848,662</b>

Seaview Road - Freehold - 0.04 acres of grassland and 0.4 acres of intertidal mud. Leased to adjacent landowner with partial public access.

Waterside Meadow - Freehold - 15 acres of meadow, farmed by tenant farmer. Access via public footpaths.

Maybush Copse - Freehold - 8 acres of grassland and woodland. Open to the public.

Sandy Point Lagoon - Freehold - an 18.4 acre lagoon.

Field at Wittering Road - Freehold - 3.2 acres of grazing land.

Prinsted Land - Freehold - 25 acres of arable land.

Oyster Quay - Freehold - A small intertidal wharf.

**. Heritage assets donated to the Charity not recognised in the balance sheet**

Chidmere Pond, Chidham (acquired 2005) - Freehold - a 4.5 acre lake, leased to adjacent landowner for 999 years. Maintained as a nature reserve but closed to the public.

Itchenor Meadow, Itchenor (acquired 2008) - Freehold - 0.25 acres of meadow. Open to the public.

Heritage assets donated to the Charity are not recognised on the balance sheet where no reliable cost information is available, and the Charity believes that the cost of obtaining that valuation outweighs the benefit to the user of the accounts. Details of these donated assets are disclosed above.



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**. Heritage assets leased by the Charity not recognised in the balance sheet**

The Dell, Chidham (acquired 2005) - Leasehold (125 years) - 1.3 acres of woodland leased from Chichester District Council and to be maintained as a nature reserve. Open to the public.

Ellanore Spit, Chichester Harbour (acquired 2006) - Leasehold (999 years) - 3 acres of vegetated shingle leased from adjacent landowner and to be maintained as a nature reserve. Open to the public.

Eames Farm, Thorney Island (acquired 2008) - Leasehold (999 years) - 176 acres of farmland including an education centre with coastal grazing marsh. Leased from West Sussex County Council and to be maintained as a nature reserve. Farmed by tenant farmer. Centre open to the public.

Fishbourne Meadow, Fishbourne (acquired 2011) - Leasehold (10 years) - 7 acres of meadow leased from West Sussex County Council to be maintained as a nature reserve. Open to the public.

Heritage assets that are leased to the Charity are not recognised on the balance sheet where there is no value to the leasehold or there is no reliable cost information available. Details of these leased assets are disclosed above.

All heritage assets held by the Charity have been identified as environmentally sensitive sites as described above.

**11. Debtors**

	2020 £	2019 £
<b>Due within one year</b>		
Prepayments and accrued income	-	7,085
Tax recoverable	3,988	15,116
	<u>3,988</u>	<u>22,201</u>

**12. Current asset investments**

	2020 £	2019 £
Unlisted investments	105,771	104,431

In order to obtain a competitive rate of interest, West Sussex County Council has invested monies on behalf of the Charity, along with their own investments on deposit.

**13. Creditors: Amounts falling due within one year**

	2020 £	2019 £
Accruals	2,335	8,259

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**Notes to the financial statements**  
**for the year ended 31 March 2020**

**14. Statement of funds**

**Statement of funds - current year**

	Balance at 1 April 2019 £	Income £	Expenditure £	Balance at 31 March 2020 £
<b>Unrestricted funds</b>				
<b>Designated funds</b>				
Fixed asset fund	848,662	-	-	848,662
General operating fund	20,000	-	-	20,000
	<u>868,662</u>	<u>-</u>	<u>-</u>	<u>868,662</u>
<b>General funds</b>				
General funds	443,782	60,898	(44,787)	459,893
<b>Total Unrestricted funds</b>	<u>1,312,444</u>	<u>60,898</u>	<u>(44,787)</u>	<u>1,328,555</u>

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**Notes to the financial statements**  
**for the year ended 31 March 2020**

**14. Statement of funds (continued)**

**Statement of funds - prior year**

	Balance at 1 April 2018 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2019 £
<b>Unrestricted funds</b>					
<b>Designated funds</b>					
Fixed asset fund	519,823	-	-	328,839	848,662
General operating fund	20,000	-	-	-	20,000
	<u>539,823</u>	<u>-</u>	<u>-</u>	<u>328,839</u>	<u>868,662</u>
<b>General funds</b>					
General funds	586,269	80,300	(29,042)	(193,745)	443,782
	<u>1,126,092</u>	<u>80,300</u>	<u>(29,042)</u>	<u>135,094</u>	<u>1,312,444</u>
<b>Total Unrestricted funds</b>					
	<u>1,126,092</u>	<u>80,300</u>	<u>(29,042)</u>	<u>135,094</u>	<u>1,312,444</u>
<b>Restricted funds</b>					
Prinsted land	-	135,094	-	(135,094)	-
	<u>-</u>	<u>135,094</u>	<u>-</u>	<u>(135,094)</u>	<u>-</u>
<b>Total of funds</b>	<u>1,126,092</u>	<u>215,394</u>	<u>(29,042)</u>	<u>-</u>	<u>1,312,444</u>

Certain unrestricted funds have been designated by the Trustees as follows:

Fixed asset fund - fixed assets held by the Charity and used to achieve their charitable objectives.

General operating fund - funds designated to cover 6 months worth of operating costs.

Restricted funds include:

Prinsted land - funds raised for the purchase of land at Prinsted.

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**15. Analysis of net assets between funds**

**Analysis of net assets between funds - current year**

	Unrestricted funds 2020 £	Total funds 2020 £
Heritage assets	848,662	848,662
Current assets	482,228	482,228
Creditors due within one year	(2,335)	(2,335)
<b>Total</b>	<u>1,328,555</u>	<u>1,328,555</u>

**Analysis of net assets between funds - prior year**

	Unrestricted funds 2019 £	Total funds 2019 £
Heritage assets	848,662	848,662
Current assets	472,041	472,041
Creditors due within one year	(8,259)	(8,259)
<b>Total</b>	<u>1,312,444</u>	<u>1,312,444</u>



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**16. Pension commitments**

The Charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the Charity to the scheme amounted to £670 (2019 - £354).

**17. Members' liability**

Every member promises and shall be liable to a sum not exceeding £1 towards the costs of dissolution and the liabilities incurred by the Charity while the contributor was member if the Charity is dissolved while he or she remains a member or within 12 months afterwards.

**18. Related party transactions**

There are no transactions with related parties that require disclosure.