

# 2023

## Trustees' Report and Accounts

# SYLVA

## FOUNDATION





*Sylva foresters meeting with partners, funders and a Derbyshire landowner as part of the Defra PIES project.*

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### *Front cover:*

*Top left to bottom right: Sylva wood tutors with participants on the 2022 Summer School; Aerial view of the Sylva Wood Centre, 2022; Fieldwork in Derbyshire; Results of our Forest Lab participants survey; Summer School participants marking timber; Selection of timber logs ready for the Wood School; Three stools produced for the National Trust at the Sylva Wood School; Participants in the 2022 Summer School supported by the V&A Museum.*

## Trustees' Report

### Reference and administrative details of the charity, its advisers and trustees.

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2023.

Sylva Foundation is an environmental and forestry charity founded in 2009. The charity is active across Britain, with its headquarters in Oxfordshire.

#### Registration

Charity registered in England and Wales (1128516), and in Scotland (SC041892).

Charitable Company registration number 6589157.

#### Registered office

Sylva Wood Centre  
Little Wittenham Road  
Long Wittenham  
Oxfordshire  
OX14 4QT

### Principal professional advisors

#### Banking

CAF Bank Ltd  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent  
ME19 4JQ

#### Independent Examiner

Ajay Bahl  
Wenn Townsend Chartered Accountants  
30 St Giles'  
Oxford  
OX1 3LE

#### Insurance Brokers

NFU Mutual  
Views Farm Barns  
Windmill Hill  
Great Milton  
Oxfordshire  
OX44 4NW

## Trustee Board and Staff

### Patrons

Lady Audrey Wood OBE  
Sir Martin Wood FRS (1927-2021)

### Trustees

#### Chair of Trustees

Sarah Taylor

#### Other Trustee Board members

Dr Mary Barkham  
Dr Robin Buxton  
Lucius Cary OBE  
Luke Hughes  
Dr James Morison  
Jim Waterson

### Staff

#### Chief Executive

Dr Gabriel Hemery FICFor CEnv

#### Director of Operations

Paul Orsi MICFor

#### Other Staff members

|                  |                         |
|------------------|-------------------------|
| Gwyneth Bradbury | Web Developer           |
| Joseph Bray      | Head of Wood School     |
| George Dennison  | myForest Manager        |
| Phillip Gullam   | Senior Tutor            |
| Richard Pigott   | Head of Web Development |
| Oliver Price     | Web Developer           |
| Mariah Splawska  | Bookkeeper              |

#### Advisors and Associates

|                     |                          |
|---------------------|--------------------------|
| Shems Hadj-Nassar   | Communications           |
| Dr Philip Koomen    | Furniture & Wood         |
| Dr Gill Petrokofsky | Science                  |
| Alistair Yeomans    | Environmental Resilience |



*Many of the Sylva team were lucky to receive a guided tour of the Ercol factory from senior company executives as part of one of our regular team building days.*

## Structure, Governance and Management

### Legal Structure

Sylva Foundation ('Sylva' or 'the charity') is a charity registered in England and Wales 1128516 and in Scotland SC041892, and a charitable company limited by guarantee 06589157. The company (a private company not having a share capital) was established under a Memorandum of Association (dated 11<sup>th</sup> March 2009, updated by Special Resolution 28<sup>th</sup> March 2013).

The governing body of the charity is the Trustee Board ('the board'). Up to ten trustees may be appointed to the board. During 2022-23, no trustees retired.

The day-to-day management of the charity is delegated by the Trustee Board to the Chief Executive and carried out by members of staff.

The charity's registered address is in Oxfordshire, and this is its sole headquarters. Sylva's activities extend across Britain, and occasionally internationally.

### Statement of Trustees' Responsibilities

The charity's trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with FRS102 – The Financial Reporting Standard applicable in the UK and Republic of Ireland. The law applicable to charities in England, Wales, and Scotland requires the charity's 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 group for that period. In preparing these financial statements, the charity trustees are required to:

- select suitable accounting policies and to apply them consistently;
- observe the methods and principles in the Charities Statements of Recommended Practice (SORP);
- make judgments 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 charity trustees are responsible for keeping adequate accounting records that:

- are sufficient to show and explain the charity's transactions;
- disclose with reasonable accuracy at any time the financial position of the charity; and,
- ensure that the financial statements comply with the reporting and legal regulations and the provisions of the charity's constitution as set out in the Articles of Association and Memorandum of Association.

They are also responsible for safeguarding the assets of the charity and for taking reasonable steps to prevent and detect fraud and other irregularities.

### Policies and Procedures

The charity has a range of policies and procedures, which are renewed at the end of each financial year or more frequently as required, with a rolling programme of consideration by trustees. Currently these include:

- anti-bribery policy
- concerns and complaints procedure
- data protection and terms (including GDPR)
- environmental and sustainability policy
- equality and diversity policy
- financial policies
- grievance procedure
- health & safety policy
- information security policy
- parental leave policy
- privacy policies and notices
- reserves policy
- safeguarding and child protection policy
- sexual harassment policy
- sickness and absence policy
- smoking policy
- stress management policy
- terms of supply
- travel policy
- volunteer procedures
- whistleblowing policy

## Risk Management

The charity trustees are responsible for identifying and managing the major risks facing the charity. Risk management is well-established and is considered in every aspect of our work.

We maintain a Risk Register which provides a comprehensive view of the following areas of risk:

- financial risks, including contingency plans to deal with insufficient income;
- operational risks, including loss of key personnel, and data management;
- reputational risks, including failure of a project, maintaining high standards in the management of the charity's estate;
- external environment, including environmental change (e.g. pests, diseases);
- governance, including ensuring trustee experience and skills, fraud; and
- health and safety, for staff and visitors.

The Risk Register is scrutinised annually by the Trustee Board. Following the most recent review in March 2022, the charity trustees confirm that they are satisfied with such arrangements and identified a number of strategic risks which are explained in *Achievements, Challenges and Future Plans*.

## Fundraising Activities

Our work nurturing a wood culture and growing a future is only possible because of the support of donors, funders, and other partners who contribute vital funding. Sylva Foundation is registered with the Fundraising Regulator. Alongside our own high standards in fundraising, we follow its Codes of Practice.

## Volunteers

We received highly valuable assistance from volunteers, without whom our work would be much reduced. During the year we continued to benefit particularly from volunteers with professional skills, notably in legal matters, and in communications and marketing.

Our local community near the Sylva Wood Centre is very supportive of our activities, including the annual Artweeks exhibition, taking an active role in supporting our community woodland and orchard. We welcome volunteer conservation work parties onto our estate.

We always welcome enquiries from potential volunteers. Please contact us direct or visit our website:

**[sylva.org.uk/volunteer](https://sylva.org.uk/volunteer)**

## Objectives, Activities and Public benefit

The charity's objects are set out in the company's memorandum of association. These are **to promote the conservation of the environment for the public benefit consistent with sustainable development principles** by:

- I. promoting and conducting research for the public benefit about effective sustainable forest management and the dissemination of the useful results of such research;
- II. advancing education for the public benefit in the theory and practice of sustainable forest management;
- III. supporting the development and application of sustainable forest management for the public benefit;
- IV. advancing education and business enterprise in the design and production of home-grown wood products for the public benefit.

The charity's trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing objectives and activities which are described in the section *Achievements, Challenges and Future plans*. Sylva Foundation has a range of activities for achieving these objectives and its public benefit, combining them to best effect. For the purposes of preparing Sylva's accounts, these activities are grouped under the following main headings:

- innovating;
- collaborating;
- training;
- advocacy.

## Our Vision

Our vision is for a society that cares for nature while living in harmony with it.

We envisage a wood culture where people understand and promote the good stewardship of woodlands and are mindful of their utility, while being conscious of their fragility. Future society will recognise the creative and productive value of forest products which can be derived from growing well-managed forests, and at the same time enhance their wider benefits for people and for nature. This will help result in a halt in the loss of biodiversity, a reduction in climate change, and a human society that can sustain itself.

Our actions today will be tangible in the love and respect that future generations afford our trees and forests.

## Our Mission

- To use our forestry knowledge and information technology skills, supported by state-of-art evidence, to provide innovative solutions to some of the greatest environmental challenges facing modern society.
- To work extensively and selflessly with others, recognising that collaboration is necessary to overcome the challenges of halting biodiversity loss and reducing climate change, while supporting the transition to a sustainable human society.
- To deliver the training and education necessary to support the transformation of society, focussing on the stewardship of our forests and the utility of home-grown timber.

- To undertake advocacy to inspire one another, raise awareness, and endow people with knowledge, passion, and the shared ambition for a better and more sustainable society.

## Impact

Sylva Foundation undertakes to regularly publish an Impact Report, highlighting its activities, progress, and contributions towards meeting its charitable objectives. These reports are published on our website.

Our 2022 Impact Report highlighted a range of impacts, including:

- 160,000ha of woodland mapped and detailed across the UK by myForest users;
- 10,000 users of myForest supported in caring for their woodlands;
- 1,200ha of new woodland supported by myForest;
- 158 woodland managers assisted us in developing a new stewardship science project to be known as Forest Lab;
- we supported 18 organisations working together in the Forestry Climate Change Partnership, including hosting its website and chairing the group;
- two-thirds of our Wood School graduates secured jobs within three months of completing our professional course;
- nine students who identified as female or non-binary took part in our Summer School;
- ... and more!

## Achievements, Challenges and Future plans

This section highlights the achievements, challenges and future plans for activities under our four key values of **Innovating, Collaborating, Training, and Advocacy**.

### INNOVATING

*To use our forestry knowledge and information technology skills, supported by state-of-art evidence, to provide innovative solutions to some of the greatest environmental challenges facing modern society.*



*Launch of new version of myForest*

**myForest** is the flagship project of Sylva Foundation, providing comprehensive online mapping, digital tools and the latest resources to sustainably manage, and create new forests around Britain. There are now more than 8,000 forest owners and 1,500 forest agents using myForest to manage more than 185,000ha of forest. In August 2022, we released the long-awaited enhanced version of myForest, bringing together our learning and expertise from the last ten years. **myForest v4.0** not only provides the latest in technology and guidance to sustainably manage forests, but also unique support for the creation of new forests across Britain. Feedback on myForest v4.0 has been positive, with the new forest creation tools being particularly successful, with more than 1,200ha of forest creation schemes added since August 2022.

*nurturing a wood culture, growing a future*

Over the past year, the myForest team regularly provided support and advice to woodland groups across Britain. This included a webinar for some 40 members of the Community Woodlands Association, the representative body of Scotland's community woodland groups, to learn how they could use myForest to support their woodland management activities.

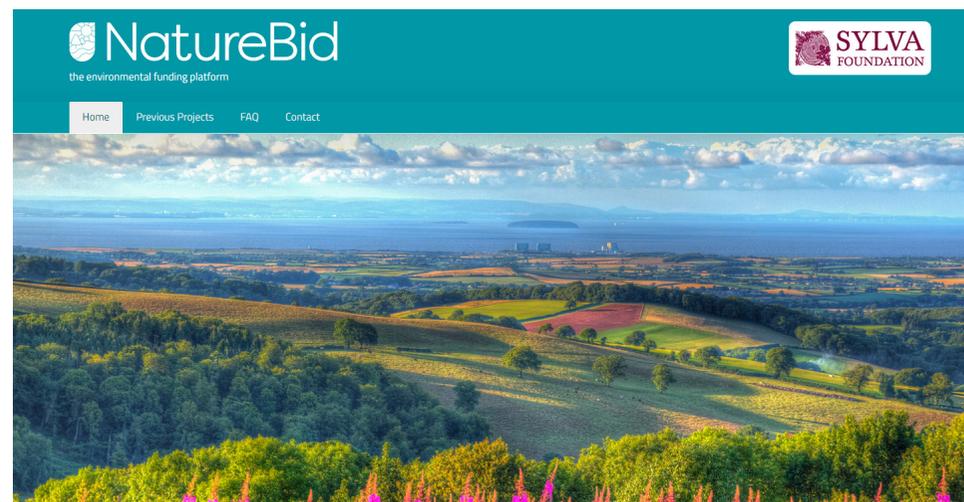
#### *Resilient Treescapes*

Sylva continues to support Defra in exploring stakeholder behaviours under the **Resilient Treescapes Project**. As part of their three-year Tree Health Pilot, we are assisting the government in the design and testing of new incentives and regulation to support land managers in responding to threats from pests and pathogens in England. Outcomes from this pilot will inform the design of the future Tree Health Scheme, to be rolled out through environmental land management schemes.

#### *NatureBid*

Our innovative environmental funding platform developed in partnership with the Environment Agency, **NatureBid**, continues to be successful. To date, £29M of environmental funding has been channelled through NatureBid including:

- 16 auctions or trades conducted across the UK



- Support offered for natural flood management, woodland creation, carbon sequestration, water quality, and more
- Trusted by 17 partner organisations, including: Community Forests, Forestry Commission, FWAG SouthWest, Highways England, West Country Rivers Trust, and the Yorkshire Wildlife Trust
- Adopted by several business partners, including: 3Keel, Atkins, Anglian Water, and Nestle

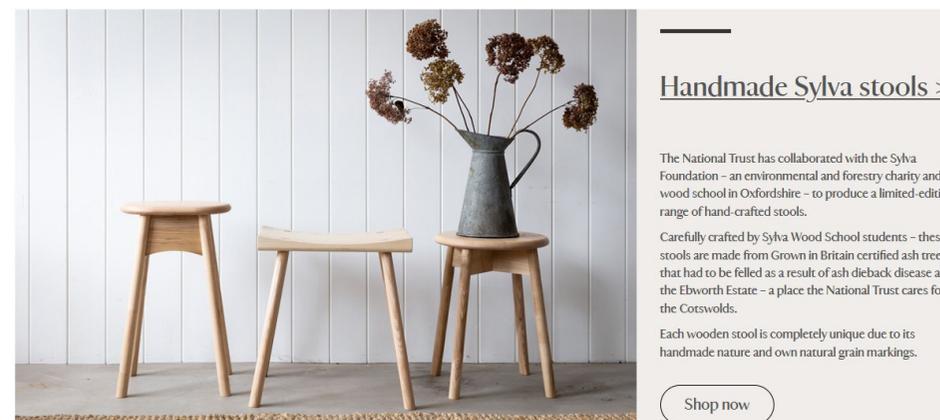
## COLLABORATING

*To work extensively and selflessly with others, recognising that collaboration is necessary to overcome the challenges of halting biodiversity loss and reducing climate change, while supporting the transition to a sustainable human society.*

After successfully securing a major grant from Defra, Sylva launched an innovative new project known as **PIES**, standing for **protect, improve, expand, and sustain** to help with the creation and management of woodlands across England. We are working in collaboration with Forest Canopy Foundation and Grown in Britain, and with the Forestry Commission and the NFU. During the first stage of PIES we received an incredible 60 applications for the innovative package of fully-funded advice, providing vital information for landowners and managers in England in taking the next steps in managing existing woodland and/or creating new wooded areas.

Our Chief Executive is now the Chair of the **Forestry and Climate Change Partnership (FCCP)**, composed of forestry, conservation and government organisations that have come together to reaffirm their commitment to work together to promote the importance of adapting trees, woods and forests to climate change. The FCCP published the Forestry and Climate Change Adaptation Accord, setting out a collective vision that Britain's trees, woods and forests are resilient to climate change and therefore able to meet their full potential to provide environmental, social and economic benefits.

We were delighted when our new collaboration with the **National Trust** was awarded 'Best Range' at the Association for Cultural Enterprises awards. The limited-edition range of hand-crafted wooden stools were



### Handmade Sylva stools >

The National Trust has collaborated with the Sylva Foundation – an environmental and forestry charity and wood school in Oxfordshire – to produce a limited-edition range of hand-crafted stools.

Carefully crafted by Sylva Wood School students – these stools are made from Grown in Britain certified ash trees that had to be felled as a result of ash dieback disease at the Ebworth Estate – a place the National Trust cares for in the Cotswolds.

Each wooden stool is completely unique due to its handmade nature and own natural grain markings.

Shop now

*Cultural Enterprise award winner. The judges said: 'Beautifully designed, modern and elegant, this range represents an inspired partnership that has created something positive.'*

designed in-house and made by Wood School students. We used Grown in Britain certified ash from the National Trust's Ebworth Estate.

Thanks to funding from Vastern Timber, a new collaboration with Sylva Foundation and Earth Trust was launched. **Paradise Wood** in south Oxfordshire was planted by Earth Trust over thirty years ago, and is a research centre for hardwood trees, and a unique resource for learning and advocacy. Paradise Wood is owned by Earth Trust, the charity co-founded by Sir Martin Wood, who also co-founded the Sylva Foundation with our Chief Executive, who has a long connection with this woodland. For the first time Paradise Wood will be mapped using **myForest** to develop a UK Forestry Standard management plan, enabling us all to understand the full capability of Paradise Wood's precious genetic resources, and realise the woodland's potential to help society and nature, while also adapting to climate change.

**BUSINESS**

**ADVICE**

## Making the most of woodland

NFU-supported project offers funded advice for existing and new woodland

A new government-funded project is offering support to help farmers across England care for their woodland, enhance its environmental condition, build a better understanding of new woodland creation opportunities, and to deliver goods and services that will benefit everyone.

The PIES (Protect Improve Expand Sustain) project is providing a network of independent forestry agents to deliver high-quality, funded advice on bringing existing woodland back into management and/or support for woodland creation projects. Farmers taking part will receive an expert site visit and a customised report, plus ongoing online support and technical services.

**NFU INPUT**

The NFU recognises that it can be challenging to know where to access woodland management advice and to understand potential future streams. That is why it is working with the project partners.

PIES supports government objectives in the England Trees Action Plan, but also aligns with central asks in the recent NFU Tree Strategy, including the importance of incentives to bring existing woodlands back into management to deliver more outcomes for farmers, wider society and the environment.

According to Forestry Commission figures, 50% of the area of woodland in private ownership across England is unmanaged, suggesting significant untapped societal, economic and environmental potential.

The funded advice and visits will help farmers to develop outline plans for existing woodlands and plans and budgets for new plantings. Further support to implement the plans is also available, but this is optional.

The advisory visit and other outputs have been carefully designed to avoid any overlap with activities covered by government incentives. This means any activities beyond the initial advisory visit could still be supported by other grants and funding.

Following the initial advice and visit, plans and maps will be shared with the farmer via a free account on the myForest platform run by Sylva Foundation, one of the partners leading the project. The platform will provide ongoing support, while simplifying the process of applying for government incentives and meeting regulatory requirements.

In addition, Grown in Britain Forest Certification will be offered free for three years as part of the project, supporting eligible farmers to make the most of their woodland resource.

Applications are described as "straight forward" and eligible farmers include those with existing woodland that do not have a current management plan in place, and/or any farmer interested in creating new woodland on their land. The offer is available only to farmers in England.

**+** To read more and to apply, visit [www.sylva.org.uk/pies](http://www.sylva.org.uk/pies). Read the NFU Tree Strategy at [NFUonline.com/campaigning/info-reports/](http://NFUonline.com/campaigning/info-reports/)

**HALF** of the area of woodland in private ownership across England is unmanaged

The PIES project can help with existing and new woodland projects

64 December 2022 British Farmer & Grower

*The NFU published an article about the PIES project in the December 2022 issue of British Farmer and Grower (the UK's largest distribution specialist magazine for farmers).*

## TRAINING

*To deliver the training and education necessary to support the transformation of society, focussing on the stewardship of our forests and the utility of home-grown timber.*

Phillip Gullam was appointed as our new **Senior Tutor** last May, just in time to welcome a new cohort of eight students onto our **Introduction to Furniture Making Course**. The course provides an introduction to a range of furniture-making skills and experiences in a professional workshop. The course is designed for those looking for an in-depth introduction to woodworking skills or to hone existing skills, and is the perfect stepping stone to our six-month Professional Course.



*Senior Tutor, Phillip Gullam*

The second Sylva Wood School **Professional Course** finished earlier this year, with the 2022/3 cohorts of students achieving a good level of woodworking technical skills, an understanding of professional standards, and many hours of professional experience and competency in wood machinery. Once again, we were pleased to be able to offer **Bursaries** to some students. We also continued the **Wood School Fellowship scheme**, where a graduate can remain at a bench, with the support of our team.

*"I feel this course has directly led to a job role in a furniture making business that I would previously not have been offered. I also believe that the course has allowed me to be confident within this new role."* Student, Sylva Wood School Professional Course 2022/3

In September 2022, the third annual **Sylva Wood Summer School** took place in collaboration with the V&A Museum, and specifically the **Make Good: Rethinking Material Futures** programme to create 'Field Notes.' This collaboration provided a unique opportunity for the creative participants of the 2022 Summer School, culminating in their work being displayed at the V&A's Susan R Weber Furniture Gallery.



Sylva Summer School 2022

Wood School

*"Without doubt this year's Summer School has been the most amazing experience of my teaching career. Bringing together so many brilliant young people, from diverse backgrounds and creative fields then prompting them with inspiring talks, walks and access to our workshops and experienced teachers has led to twelve very special outcomes. Anyone interested in the future of our forests and the opportunities of using homegrown timber should definitely go and see the inspiring display."* Joseph Bray, Head of Wood School.

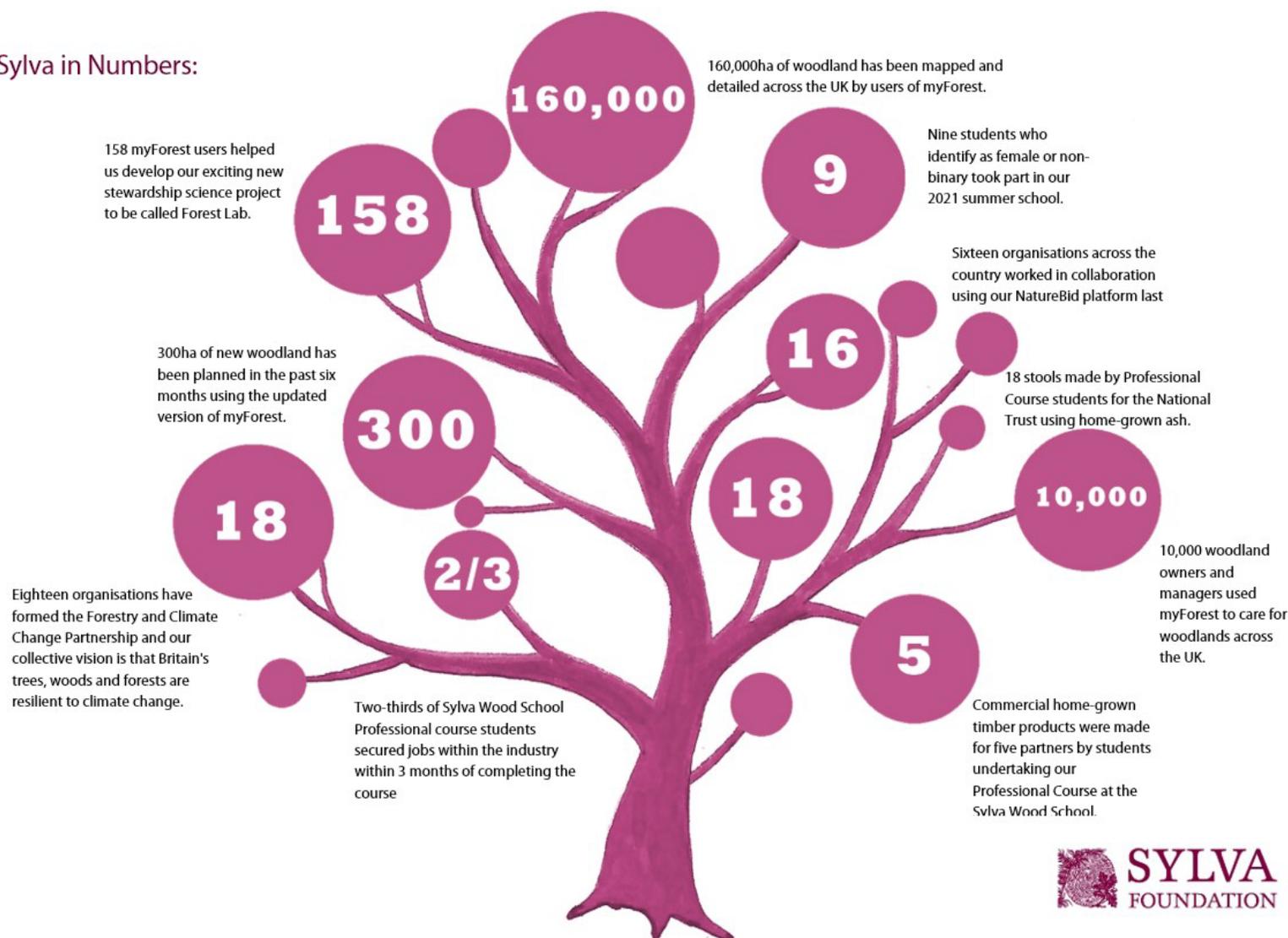
ADVOCACY

*To undertake advocacy to inspire one another, raise awareness, and endow people with knowledge, passion, and the shared ambition for a better and more sustainable society.*

We released our long-awaited position statement on **Sourcing and Using Home-Grown Wood Products**. In addition, we developed a new free tool to guide wood product users in decision-making for sourcing timber and wood products in the UK. The Home-Grown Wood Product Selector decision support tool is currently a beta version, but we aim to develop it further with support from partners, and if investment can be attracted, develop a simple mobile application to improve accessibility and user experience.

We published another **Sylva Impact Report** in 2022. This second impact report focuses on the many collaborations that ensure Sylva continues to reach far beyond our community in South Oxfordshire.

Sylva in Numbers:



## Financial Review

This section is prepared by our trustees to offer a summary of the charity's finances, with numbered notes (shown in square brackets) referenced from the accounts, which form the following section of this report. The accounts comply with the requirements of FRS102 – The Financial Reporting Standard, applicable in the UK.

The finances of the charity are overseen by the trustees, together with senior staff. The Board oversees a Financial Strategy and an annual Financial Plan, which are reviewed at board meetings.

### Reserves Policy

Sylva Foundation holds funds to be applied to support future activities in the form of a 'Critical Fund', and Restricted funds:

- The Reserve Fund is maintained to ensure that operational expenditure can be supported for at least three months, this represents funds sufficient to meet contingency exit costs. This fund was £37,849 at the end of FY 2022-23 [Note 20].
- The Reserves Policy was reviewed by trustees in March 2022 and it was agreed that a reserves target aiming for a maximum of 50% of budgeted annual expenditure remained prudent.
- Restricted funds are maintained to ensure that specific purposes intended by the donor can be met.
- Funds related to specific funded projects are also maintained as restricted and designated funds.

## Financial report for 2022-23

### Introduction

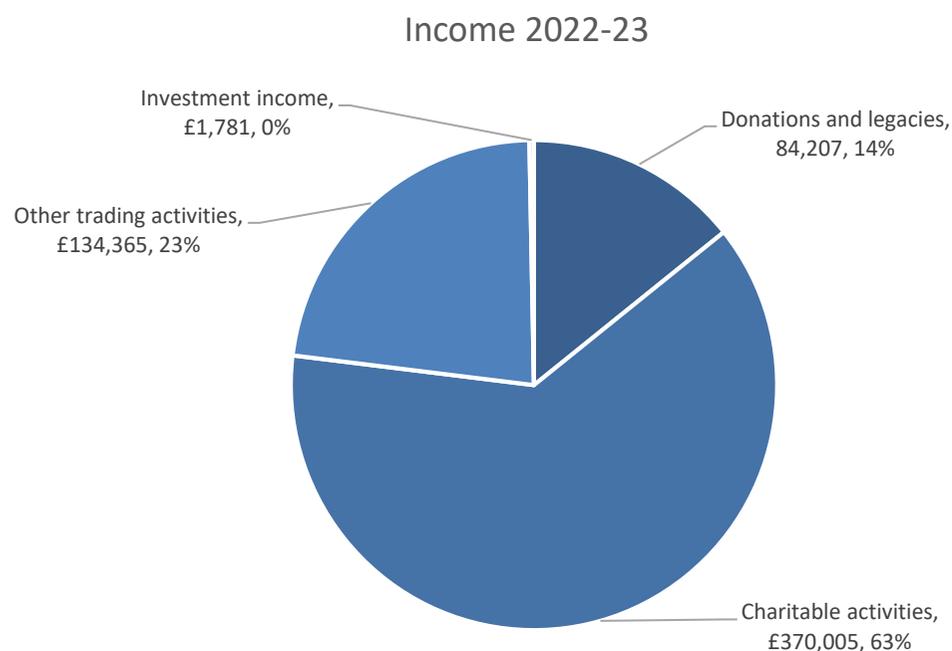
Sylva Foundation has continued to diversify its income streams. Over this year and the previous year, a significant amount of money that had been held in restricted or designated funds for various commitments has been drawn down. This partly explains the deficit reported this financial year. Our financial model has evolved so that we now operate more as a transactional type business, with more monthly or quarterly flow of income and expenditure.

### Income

Income (£590,358) increased by 18% compared to the previous financial year (£499,747) [Statement of Financial Activities].

Income was derived from several sources including:

- £84,207 or 14% of total income was received in donations, 0% of which were restricted in their application [Note 5].
- Incoming resources from charitable activities was £370,005 or 63% [Note 6]. This income consisted of £145,636 from the sale of goods and services;



£191,126 of performance-related grants; and £33,243 of contractual payments for work.

- Other trading activities totalled £134,365 or 23%, the majority (54%) of which was rental income from the Sylva Wood Centre [Note 7].
- Bank interest totalled £1,781 representing less than 1% of total income [Note 9].

### Fixed Assets

During 2022-23 the value of fixed assets (after depreciation) decreased by £36,560 to £1,571,245 [Note 16].

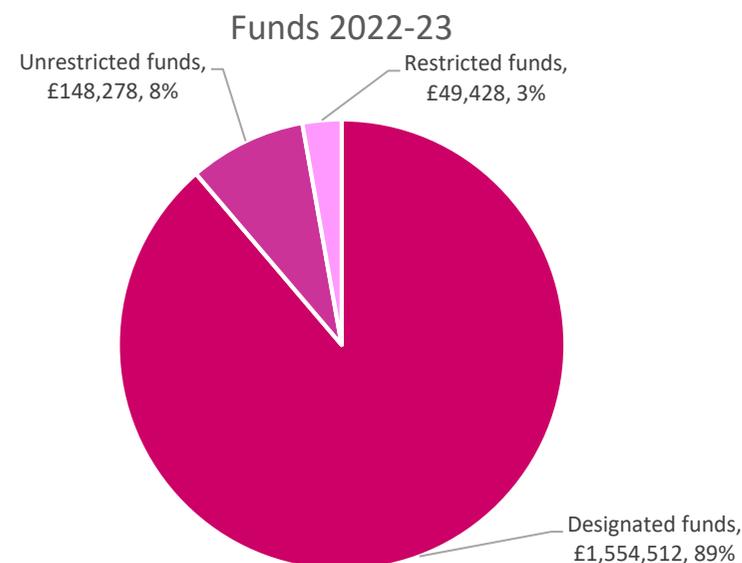
### Restricted Funds

Total Restricted Funds were £49,428 (3%) [Note 20]. Restricted Funds are derived from donations and grants with specific conditions attached, and these are accounted for separately in our operational accounts.

### Designated Funds

Designated Funds [Note 20] are those funds held for activities related to Innovating, Collaborating, Training, and Advocating activities, and for Core purposes. The total value of Designated funds at 31<sup>st</sup> March 2023 was £1,554,512 [Note 20].

The largest proportion of Designated Funds were Operational Fixed Assets £1,469,061 (94%), mostly comprising land and buildings at the Sylva Wood Centre. Under SORP rules, these assets are shown as 'funds' but in fact they are physical assets and not 'funds' in the ordinary sense of the word. The charity's trustees may use the assets acquired on an unrestricted basis for any charitable purpose.



### Unrestricted Funds

Unrestricted Funds comprise General Funds (£148,278) arising from fundraising, consultancy, grants, rental income from the Sylva Wood Centre, and our day-to-day operations [Note 20]. These funds are used by Sylva Foundation to achieve its strategic objectives.

### Expenditure

Total resources expended were £649,823 [Statement of Financial Activities]. Delivery of the charity's strategic objectives cost £644,423 [Note 9] plus £5,400 of support costs [detailed in Note 13].

The majority of total expenditure (48%; £314,084) was spent on staff salaries [Note 14]. From our own operational accounts, we calculate overheads to be £113,641 or 17% of our total expenditure.

### Outcome for the future

Trustees and staff continue to work closely together over to deliver our five-year strategy (2021-26) for the charity. We are busy implementing impactful plans with the support of our considerable network of partner organisations and individual supporters.

### Small company provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption. The trustees' annual report was approved on 6<sup>th</sup> November 2023 and signed on behalf of the board of trustees by:

Sarah Taylor  
Chair of Trustees

## Independent Examiner's Report to the Trustees of Sylva Foundation

I report to the charity trustees on my examination of the accounts of the company for the year ended 31st March 2023 which are set out on pages 14 to 28.

### Responsibilities and basis of report

As the charity trustees of the company (and also 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').

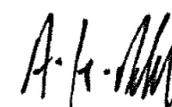
Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). 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 report

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 that in any material respect:

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.



**Ajay Bahl BA BFP FCA**  
**Wenn Townsend**  
**Chartered Accountants**  
**Oxford**

**6<sup>th</sup> November 2023**

## Statement of Financial Activities

for the year ended 31<sup>st</sup> March 2023

|                                      | Note      | Unrestricted Funds<br>£ | Designated Funds<br>£ | Restricted Funds<br>£ | Total 2023<br>£  | Unrestricted Funds<br>£ | Designated Funds<br>£ | Restricted Funds<br>£ | Total 2022<br>£  |
|--------------------------------------|-----------|-------------------------|-----------------------|-----------------------|------------------|-------------------------|-----------------------|-----------------------|------------------|
| <b>Income and endowments</b>         |           |                         |                       |                       |                  |                         |                       |                       |                  |
| Donations and legacies               | 5         | 84,207                  | -                     | -                     | 84,207           | 56,815                  | -                     | -                     | 56,815           |
| Charitable activities                | 6         | 245,082                 | -                     | 124,923               | 370,005          | 254,200                 | -                     | 75,444                | 329,644          |
| Other trading activities             | 7         | 124,365                 | 10,000                | -                     | 134,365          | 90,720                  | 22,500                | -                     | 113,220          |
| Investment income                    | 8         | 1,781                   | -                     | -                     | 1,781            | 68                      | -                     | -                     | 68               |
| <b>Total income</b>                  |           | <b>455,435</b>          | <b>10,000</b>         | <b>124,923</b>        | <b>590,358</b>   | <b>401,803</b>          | <b>22,500</b>         | <b>75,444</b>         | <b>499,747</b>   |
| <b>Expenditure</b>                   |           |                         |                       |                       |                  |                         |                       |                       |                  |
| Expenditure on charitable activities | 9, 10     | 527,757                 | 11,266                | 110,800               | 649,823          | 375,567                 | 38,287                | 128,564               | 542,418          |
| <b>Total expenditure</b>             |           | <b>527,757</b>          | <b>11,266</b>         | <b>110,800</b>        | <b>649,823</b>   | <b>375,567</b>          | <b>38,287</b>         | <b>128,564</b>        | <b>542,418</b>   |
| <b>Net (expenditure) / income</b>    |           | <b>(72,322)</b>         | <b>(1,266)</b>        | <b>14,123</b>         | <b>(59,465)</b>  | <b>26,236</b>           | <b>(15,787)</b>       | <b>(53,120)</b>       | <b>(42,671)</b>  |
| <b>Transfer between funds</b>        |           | <b>34,204</b>           | <b>(34,204)</b>       | <b>-</b>              | <b>-</b>         | <b>19,835</b>           | <b>(19,835)</b>       | <b>-</b>              | <b>-</b>         |
| <b>Net movement in funds</b>         |           | <b>(38,118)</b>         | <b>(35,470)</b>       | <b>14,123</b>         | <b>(59,465)</b>  | <b>46,071</b>           | <b>(35,622)</b>       | <b>(53,120)</b>       | <b>(42,671)</b>  |
| <b>Reconciliation of funds</b>       |           |                         |                       |                       |                  |                         |                       |                       |                  |
| Total funds brought forward          |           | 186,396                 | 1,589,982             | 35,305                | 1,811,683        | 140,325                 | 1,625,604             | 88,425                | 1,854,354        |
| <b>Total funds carried forward</b>   | <b>21</b> | <b>148,278</b>          | <b>1,554,512</b>      | <b>49,428</b>         | <b>1,752,218</b> | <b>186,396</b>          | <b>1,589,982</b>      | <b>35,305</b>         | <b>1,811,683</b> |

All activities are continuing.

There are no other gains or losses recognised during the year.

**The notes on pages 17 to 27 form part of these financial statements.**

## Balance Sheet

|   | Note | 2023            |                  | 2022            |                  |
|---|------|-----------------|------------------|-----------------|------------------|
|   |      | £               | £                | £               | £                |
| <b>Fixed assets</b>                                   |      |                 |                  |                 |                  |
| Tangible fixed assets                                 | 16   |                 | 1,571,245        |                 | 1,607,805        |
| <b>Current assets</b>                                 |      |                 |                  |                 |                  |
| Debtors   | 17   | 83,580          |                  | 129,370         |                  |
| Cash at bank and in hand                              |      | 161,911         |                  | 134,309         |                  |
|   |      | <u>245,491</u>  |                  | <u>263,679</u>  |                  |
| <b>Creditors: amounts falling due within one year</b> | 18   | <u>(64,518)</u> |                  | <u>(59,801)</u> |                  |
| <b>Net current assets</b>                             |      |                 | <u>180,973</u>   |                 | <u>203,878</u>   |
| <b>Total assets less current liabilities</b>          |      |                 | <u>1,752,218</u> |                 | <u>1,811,683</u> |
| <b>Net assets</b>                                     |      |                 | <u>1,752,218</u> |                 | <u>1,811,683</u> |
| <b>Funds of the charity</b>                           |      |                 |                  |                 |                  |
| Unrestricted funds                                    | 20   |                 | 148,278          |                 | 186,396          |
| Designated Funds                                      | 20   |                 | 1,554,512        |                 | 1,589,982        |
| Restricted Funds                                      | 20   |                 | <u>49,428</u>    |                 | <u>35,305</u>    |
| <b>Total charity funds</b>                            | 21   |                 | <u>1,752,218</u> |                 | <u>1,811,683</u> |

For the year ending 31<sup>st</sup> March 2023 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

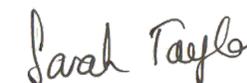
### Trustees' responsibilities:

- The trustees have not required the charity to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

These financial statements were approved by the board of trustees and authorised for issue on 6<sup>th</sup> November 2023 and are signed on behalf of the board by:

Sarah Taylor  
Chair of Trustees



**The notes on pages 17 to 27 form part of these financial statements.**

## Cash Flow Statement

|   | <b>2023</b>   | <b>2022</b>    |
|---|---------------|----------------|
|   | <b>£</b>      | <b>£</b>       |
| <b>Net cash flow from operating activities:</b> |               |                |
| (Deficit)/surplus                               | (59,465)      | (42,671)       |
| Depreciation                                    | 55,992        | 50,522         |
| Interest income receivable                      | (1,781)       | (68)           |
| Decrease/(increase) in debtors                  | 45,790        | (78,308)       |
| Increase/(decrease) in creditors                | 4,717         | 36,121         |
|   | <hr/> 45,253  | <hr/> (34,404) |
| <b>Investing activities:</b>                    |               |                |
| Interest income receivable                      | 1,781         | 68             |
| Expenditure on tangible assets                  | (19,432)      | (62,248)       |
|   | <hr/> 27,602  | <hr/> (96,584) |
| Increase/(decrease) in cash balances            |               |                |
| <b>Cash at bank and in hand:</b>                |               |                |
| Brought forward balance                         | 134,309       | 230,893        |
| Increase/(decrease) in cash balances            | 27,602        | (96,584)       |
|   | <hr/> 161,911 | <hr/> 134,309  |
| Carried forward                                 |               |                |

## Notes to the Financial Statements

### 1. General information

Sylva Foundation is a charitable company registered in England and Wales (06589157), and a charity registered in England and Wales (1128516), and in Scotland (SC041892). The address of the registered office is Sylva Wood Centre, Little Wittenham Road, Long Wittenham, Abingdon, Oxfordshire, OX14 4QT.

### 2. Statement of compliance

These accounts have been prepared on an accruals basis and include income and expenditure as they are earned or incurred, rather than as cash is received or paid. The financial statements have been prepared in accordance with 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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, and UK Generally Accepted Accounting Practice.

### 3. Accounting policies

#### Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure. The financial statements are prepared in sterling, which is the functional currency of the entity.

#### Going concern

The financial statements have been prepared on a going concern basis as 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. They have concluded that the budgeted income and expenditure is sufficient with the level of reserves held for the charity to be able to continue as a going concern.

#### Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

#### Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for a particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

#### Income

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable, and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.

### 3. Accounting policies (continued)

#### Income (continued)

- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

#### Expenditure

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

#### Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

#### Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

|                   |   |                   |
|-------------------|---|-------------------|
| Freehold property | - | 4% straight line  |
| Equipment         | - | 25% straight line |

#### Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.

### 3. Accounting policies (continued)

#### Financial instruments

A financial asset or a financial liability is recognised only when the charity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

Where investments in shares are publicly traded or their fair value can otherwise be measured reliably, the investment is subsequently measured at fair value with changes in fair value recognised in income and expenditure. All other such investments are subsequently measured at cost less impairment.

Other financial instruments, including derivatives, are initially recognised at fair value, unless payment for an asset is deferred beyond normal business terms or financed at a rate of interest that is not a market rate, in which case the asset is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Other financial instruments are subsequently measured at fair value, with any changes recognised in the statement of financial activities, with the exception of hedging instruments in a designated hedging relationship.

Financial assets that are measured at cost or amortised cost are reviewed for objective evidence of impairment at the end of each reporting date. If there is objective evidence of impairment, an impairment loss is recognised under the appropriate heading in the statement of financial activities in which the initial gain was recognised.

For all equity instruments regardless of significance, and other financial assets that are individually significant, these are assessed individually for impairment. Other financial assets are either assessed individually or grouped on the basis of similar credit risk characteristics.

Any reversals of impairment are recognised immediately, to the extent that the reversal does not result in a carrying amount of the financial asset that exceeds what the carrying amount would have been had the impairment not previously been recognised.

#### Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

#### 4. Limited by guarantee

The company is limited by guarantee and does not have a share capital. The trustees undertake to contribute a sum, not exceeding £1 each, to the assets of the company in the event of it being wound up.

#### 5. Donations and Legacies

|                   | <b>Unrestricted<br/>Funds</b> | <b>Designated<br/>Funds</b> | <b>Restricted<br/>Funds</b> | <b>Total<br/>2023</b> | <b>Total<br/>2022</b> |
|-------------------|-------------------------------|-----------------------------|-----------------------------|-----------------------|-----------------------|
|                   | <b>£</b>                      | <b>£</b>                    | <b>£</b>                    | <b>£</b>              | <b>£</b>              |
| Donations – other | 84,207                        | -                           | -                           | 84,207                | 56,815                |
|                   | <u>84,207</u>                 | <u>-</u>                    | <u>-</u>                    | <u>84,207</u>         | <u>56,815</u>         |

#### 6. Charitable activities

|  | <b>Unrestricted<br/>Funds</b> | <b>Designated<br/>Funds</b> | <b>Restricted<br/>Funds</b> | <b>Total<br/>2023</b> | <b>Total<br/>2022</b> |
|--|-------------------------------|-----------------------------|-----------------------------|-----------------------|-----------------------|
|  | <b>£</b>                      | <b>£</b>                    | <b>£</b>                    | <b>£</b>              | <b>£</b>              |
| Sale of goods/services as part of direct charitable activities | 145,636                       | -                           | -                           | 145,636               | 93,849                |
| Performance-related grants                                     | 66,203                        | -                           | 124,923                     | 191,126               | 131,267               |
| Other income from charitable activities - contractual payments | 33,243                        | -                           | -                           | 33,243                | 104,528               |
|  | <u>245,082</u>                | <u>-</u>                    | <u>124,923</u>              | <u>370,005</u>        | <u>329,644</u>        |

The 2022 comparatives include performance-related grant restricted expenditure of £75,444 and unrestricted expenditure of £55,823.

#### 7. Other trading activities

|                                       | <b>Unrestricted<br/>Funds</b> | <b>Designated<br/>Funds</b> | <b>Restricted<br/>Funds</b> | <b>Total<br/>2023</b> | <b>Total<br/>2022</b> |
|---------------------------------------|-------------------------------|-----------------------------|-----------------------------|-----------------------|-----------------------|
|                                       | <b>£</b>                      | <b>£</b>                    | <b>£</b>                    | <b>£</b>              | <b>£</b>              |
| Sales income                          | 5,383                         | -                           | -                           | 5,383                 | 12,191                |
| Rental income                         | 72,689                        | -                           | -                           | 72,689                | 71,402                |
| Other activities for generating funds | 46,293                        | 10,000                      | -                           | 56,293                | 29,627                |
|                                       | <u>124,365</u>                | <u>10,000</u>               | <u>-</u>                    | <u>134,365</u>        | <u>113,220</u>        |

The 2022 comparatives include other activities for generating funds designated expenditure of £22,500 and unrestricted expenditure of £7,127.

**8. Investment income**

|                          | <b>Unrestricted<br/>Funds</b> | <b>Total<br/>2023</b> | <b>Total<br/>2022</b> |
|--------------------------|-------------------------------|-----------------------|-----------------------|
|                          | <b>£</b>                      | <b>£</b>              | <b>£</b>              |
| Bank interest receivable | 1,781                         | 1,781                 | 68                    |
|                          | <u>1,781</u>                  | <u>1,781</u>          | <u>68</u>             |

**9. Expenditure on charitable activities by fund type**

|   | <b>Unrestricted<br/>Funds</b> | <b>Designated<br/>Funds</b> | <b>Restricted<br/>Funds</b> | <b>Total<br/>2023</b> | <b>Total<br/>2022</b> |
|---|-------------------------------|-----------------------------|-----------------------------|-----------------------|-----------------------|
|   | <b>£</b>                      | <b>£</b>                    | <b>£</b>                    | <b>£</b>              | <b>£</b>              |
| Science, Education, Forestry, & Wood Programmes | 522,357                       | 11,266                      | 110,800                     | 644,423               | 537,209               |
| Support costs                                   | 5,400                         | -                           | -                           | 5,400                 | 5,209                 |
|   | <u>527,757</u>                | <u>11,266</u>               | <u>110,800</u>              | <u>649,823</u>        | <u>542,418</u>        |

**10. Expenditure on charitable activities by activity type**

|   | <b>Activities<br/>undertaken<br/>directly</b> | <b>Support<br/>costs</b> | <b>Total<br/>2023</b> | <b>Total<br/>2022</b> |
|---|---|--------------------------|-----------------------|-----------------------|
|   | <b>£</b>                                      | <b>£</b>                 | <b>£</b>              | <b>£</b>              |
| Science, Education, Forestry, & Wood Programmes | 644,423                                       | -                        | 644,423               | 537,209               |
| Governance costs                                | -   | 5,400                    | 5,400                 | 5,209                 |
|   | <u>644,423</u>                                | <u>5,400</u>             | <u>649,823</u>        | <u>542,418</u>        |

**11. Analysis of support costs**

|               | <b>Support<br/>costs</b> | <b>Total<br/>2023</b> | <b>Total<br/>2022</b> |
|---------------|--------------------------|-----------------------|-----------------------|
|               | <b>£</b>                 | <b>£</b>              | <b>£</b>              |
| Finance costs | 5,400                    | 5,400                 | 5,209                 |
|               | <u>5,400</u>             | <u>5,400</u>          | <u>5,209</u>          |

**12. Net income**

Net income is stated after charging/(crediting):

|                                       | <b>2023</b>   | <b>2022</b>   |
|---------------------------------------|---------------|---------------|
|                                       | <b>£</b>      | <b>£</b>      |
| Depreciation of tangible fixed assets | <u>55,992</u> | <u>50,522</u> |

**13. Independent examination fees**

Fees payable to the independent examiner for:

|   | <b>2023</b>  | <b>2022</b>  |
|---|--------------|--------------|
|   | <b>£</b>     | <b>£</b>     |
| Independent examination of the financial statements | 700          | 698          |
| Other financial services                            | 4,700        | 4,511        |
|   | <u>5,400</u> | <u>5,209</u> |

## 14. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

|   | <b>2023</b>    | <b>2022</b>    |
|---|----------------|----------------|
|   | <b>£</b>       | <b>£</b>       |
| Wages and salaries                      | 314,084        | 275,435        |
| Social security costs                   | 28,944         | 28,254         |
| Employer contributions to pension plans | 13,902         | 13,163         |
|   | <u>356,930</u> | <u>316,852</u> |

The average head count of employees during the year was 9 (2022: 9). The average number of full-time equivalent employees during the year is analysed as follows:

|           | <b>2023</b> | <b>2022</b> |
|-----------|-------------|-------------|
|           | No.         | No.         |
| All staff | <u>9</u>    | <u>9</u>    |

No employee received employee benefits of more than £60,000 during the year (2022: £Nil).

## 15. Trustee remuneration and expenses

No trustee received any remuneration during the year (2022: £Nil).

No expenses were reimbursed to trustees during the year (2022: £Nil).

## 16. Tangible fixed assets

|                                      | <b>Land and<br/>buildings</b> | <b>Equipment</b> | <b>Total</b>     |
|--------------------------------------|-------------------------------|------------------|------------------|
|                                      | <b>£</b>                      | <b>£</b>         | <b>£</b>         |
| <b>Cost</b>                          |                               |                  |                  |
| At 1 <sup>st</sup> April 2022        | 1,687,457                     | 137,609          | 1,825,066        |
| Additions                            | 8,040                         | 11,392           | 19,432           |
| <b>At 31<sup>st</sup> March 2023</b> | <u>1,696,497</u>              | <u>149,001</u>   | <u>1,844,498</u> |
| <b>Depreciation</b>                  |                               |                  |                  |
| At 1 <sup>st</sup> April 2022        | 184,193                       | 33,068           | 217,261          |
| Charge for the year                  | 42,243                        | 13,749           | 55,992           |
| <b>At 31<sup>st</sup> March 2023</b> | <u>226,436</u>                | <u>46,817</u>    | <u>273,253</u>   |
| <b>Carrying amount</b>               |                               |                  |                  |
| At 31 <sup>st</sup> March 2023       | <u>1,469,061</u>              | <u>102,184</u>   | <u>1,571,245</u> |
| At 31 <sup>st</sup> March 2022       | <u>1,503,264</u>              | <u>104,541</u>   | <u>1,607,805</u> |

**17. Debtors**

|                                | <b>2023</b>   | <b>2022</b>    |
|--------------------------------|---------------|----------------|
|                                | <b>£</b>      | <b>£</b>       |
| Trade debtors                  | 83,580        | 88,803         |
| Prepayments and accrued income | -             | 40,567         |
|                                | <u>83,580</u> | <u>129,370</u> |

**18. Creditors: amounts falling due within one year**

|                                 | <b>2023</b>   | <b>2022</b>   |
|---------------------------------|---------------|---------------|
|                                 | <b>£</b>      | <b>£</b>      |
| Trade creditors                 | 39,560        | 33,586        |
| Accruals and deferred income    | 10,000        | 13,357        |
| Social security and other taxes | 8,960         | 7,736         |
| Other creditors – pension       | 1,962         | 3,387         |
| VAT payable                     | 4,036         | 1,735         |
|                                 | <u>64,518</u> | <u>59,801</u> |

**19. Pensions and other post-retirement benefits****Defined contribution plans**

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £13,902 (2022: £13,163).

## 20. Analysis of charitable funds

## Unrestricted funds

|                      | At 1 <sup>st</sup> April<br>2021 | Income         | Expenditure      | Transfer      | At 31 <sup>st</sup> March<br>2022 |
|----------------------|----------------------------------|----------------|------------------|---------------|-----------------------------------|
|                      | £                                | £              | £                | £             | £                                 |
| <b>General Funds</b> | 140,325                          | 401,803        | (375,567)        | 19,835        | 186,396                           |
|                      | <u>140,325</u>                   | <u>401,803</u> | <u>(375,567)</u> | <u>19,835</u> | <u>186,396</u>                    |

## Designated Funds

|                                 |                  |               |                 |                 |                  |
|---------------------------------|------------------|---------------|-----------------|-----------------|------------------|
| Operational Fixed Assets        | 1,530,500        | -             | -               | (27,235)        | 1,503,265        |
| Forestry/Information Technology | 6,603            | -             | (3,400)         | -               | 3,203            |
| Education                       | 272              | -             | -               | -               | 272              |
| Wood Centre                     | 4,937            | -             | (720)           | -               | 4,217            |
| Science                         | -                | 22,500        | (22,500)        | -               | -                |
| Reserve Fund                    | 71,625           | -             | -               | 7,400           | 79,025           |
| Core                            | 11,667           | -             | (11,667)        | -               | -                |
|                                 | <u>1,625,604</u> | <u>22,500</u> | <u>(38,287)</u> | <u>(19,835)</u> | <u>1,589,982</u> |

## Restricted funds

|                                 |               |               |                  |          |               |
|---------------------------------|---------------|---------------|------------------|----------|---------------|
| Forestry/Information Technology | 46,860        | 72,084        | (100,221)        | -        | 18,723        |
| Education                       | 29,712        | 3,360         | (26,040)         | -        | 7,032         |
| Wood Centre                     | 2,303         | -             | (2,303)          | -        | -             |
| Core                            | 9,550         | -             | -                | -        | 9,550         |
|                                 | <u>88,425</u> | <u>75,444</u> | <u>(128,564)</u> | <u>-</u> | <u>35,305</u> |

## 20. Analysis of charitable funds (continued)

|                                 | At 1 <sup>st</sup> April<br>2022 | Income         | Expenditure      | Transfer        | At 31 <sup>st</sup> March<br>2023 |
|---------------------------------|----------------------------------|----------------|------------------|-----------------|-----------------------------------|
|                                 | £                                | £              | £                | £               | £                                 |
| <b>General Funds</b>            | 186,396                          | 455,435        |                  |                 |                                   |
|                                 | <u>186,396</u>                   | <u>455,435</u> |                  |                 |                                   |
| <b>Designated Funds</b>         |                                  |                |                  |                 |                                   |
| Operational Fixed Assets        | 1,503,265                        | -              | -                | (34,204)        | 1,469,061                         |
| Forestry/Information Technology | 3,203                            | -              | -                | -               | 3,203                             |
| Education                       | 272                              | -              | -                | -               | 272                               |
| Wood Centre                     | 4,217                            | -              | (1,266)          | -               | 2,951                             |
| Science                         | -                                | 10,000         | (10,000)         | 10,000          | 10,000                            |
| Reserve Fund                    | 79,025                           | -              | -                | (41,176)        | 37,849                            |
| Capital maintenance fund        | -                                | -              | -                | 31,176          | 31,176                            |
|                                 | <u>1,589,982</u>                 | <u>10,000</u>  | <u>(11,266)</u>  | <u>(34,204)</u> | <u>1,554,512</u>                  |
| <b>Restricted funds</b>         |                                  |                |                  |                 |                                   |
| Forestry/Information Technology | 18,723                           | 121,563        | (105,895)        | -               | 34,391                            |
| Education                       | 7,032                            | 3,360          | (4,905)          | -               | 5,487                             |
| Core                            | 9,550                            | -              | -                | -               | 9,550                             |
|                                 | <u>35,305</u>                    | <u>124,923</u> | <u>(110,800)</u> | <u>-</u>        | <u>49,428</u>                     |

## 21. Analysis of net assets between funds

| <b>2023</b>                | <b>Unrestricted<br/>Funds</b> | <b>Designated<br/>Funds</b> | <b>Restricted<br/>Funds</b> | <b>Total<br/>Funds</b> |
|----------------------------|-------------------------------|-----------------------------|-----------------------------|------------------------|
|                            | <b>£</b>                      | <b>£</b>                    | <b>£</b>                    | <b>£</b>               |
| Tangible fixed assets      | 102,184                       | 1,469,061                   | -                           | 1,571,245              |
| Current assets             | 90,635                        | 85,451                      | 69,405                      | 245,491                |
| Creditors less than 1 year | (44,541)                      | -                           | (19,977)                    | (64,518)               |
|                            | <u>148,278</u>                | <u>1,554,512</u>            | <u>49,428</u>               | <u>1,752,218</u>       |
| <br>                       |                               |                             |                             |                        |
| <b>2022</b>                | <b>Unrestricted<br/>Funds</b> | <b>Designated<br/>Funds</b> | <b>Restricted<br/>Funds</b> | <b>Total<br/>Funds</b> |
|                            | <b>£</b>                      | <b>£</b>                    | <b>£</b>                    | <b>£</b>               |
| Tangible fixed assets      | 104,541                       | 1,503,264                   | -                           | 1,607,805              |
| Current assets             | 141,656                       | 86,718                      | 35,305                      | 263,679                |
| Creditors less than 1 year | (59,801)                      | -                           | -                           | (59,801)               |
|                            | <u>186,396</u>                | <u>1,589,982</u>            | <u>35,305</u>               | <u>1,811,683</u>       |

## How you can help Sylva Foundation

Sylva Foundation relies on the help of many people and organisations. This section outlines some of the ways we currently receive support. We are always keen to receive support in different ways. Read on to find out how you could help our important work.

### Donate

There are a number of ways you can donate to support Sylva. We offer specific opportunities, such as helping towards a new building, or sponsoring a bench for a start-up business. We also benefit from regular small donations from people who believe in the importance of our work. If you like what we do and how we do it, please consider joining our Friends scheme. Find out more: [sylva.org.uk/support](https://sylva.org.uk/support)

### Remember Sylva in your Will

Leaving a Legacy to Sylva is a powerful way to make your support for the charity live on. We believe that trees and forests underpin life on Earth, especially if cared for as part of a dynamic living landscape. Your Legacy will support our ongoing work to achieve a sustainable society and environment. We offer a number of ways to help you leave a legacy, including a home visit with our partners The Goodwill Partnership, and in England a free online Will writing service. You can read more at [sylva.org.uk/legacy](https://sylva.org.uk/legacy) or contact us to discuss at: **01865 408018** or [legacy@sylva.org.uk](mailto:legacy@sylva.org.uk).

### Campaigns and appeals

Support our campaigns and appeals, and you can help our work helping people and trees grow closer together. Subscribe to our enews at [sylva.org.uk/subscribe](https://sylva.org.uk/subscribe) so that you are kept up-to-date.

### Training

We offer an exciting range of courses at the Sylva Wood Centre. By attending a paid course your fee will help support our work bridging significant gaps which exist in formal wood education. Find out more at [sylva.org.uk/woodschoo](https://sylva.org.uk/woodschoo)

### Shopping

We have a small online shop which helps us raise much-needed income. [sylva.org.uk/shop](https://sylva.org.uk/shop)

### Get involved

There are a wide range of options for you to get involved in our work. At the local level we enjoy support from the public caring for our small estate, and promoting our work through events at the Sylva Wood Centre.

### Fundraise

Sylva is not a membership charity, so is without the regular income this provides many charities. We therefore need to raise funds for specific projects and build a strong foundation of income to support our core costs. We don't have teams of individuals fundraising for us but if you can help promote our work, especially our campaigns and appeals, you will make a difference.

### Local groups

Sylva tends to work in partnership with other organisations to achieve its reach across Britain. We are most active locally via the Sylva Wood Centre in Oxfordshire, where local people can help support our Future Forest, Community Orchard, and arts events.

### Volunteering

If you are looking for an exciting and interesting way to make a difference to our environment, please consider volunteering with Sylva. We have recently benefited volunteers helping with school visits, data entry, visitor welcoming, tree planting, and even a business angel. You don't have to know anything about trees, forestry or wood to volunteer with Sylva. Find out more at [sylva.org.uk/volunteer](https://sylva.org.uk/volunteer)

## Acknowledgements 2022-23

We are very grateful for all the support offered this year by so many individuals and organisations.

### Volunteers and community groups

Alistair Yeomans  
  
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Philip Koomen  
  
Sally Richards  
  
Shems Hadj-Nassar  
  
Steve Ash  
  
Sylva Foundation Friends  
  
Sylva Wood Centre tenants

### Donors and Funders

Andrew James  
  
Aspen Trust  
  
The Dulverton Trust  
  
Garfield Weston Foundation  
  
The Hobson Charity  
  
Horlock Educational Trust  
  
ISA Charity  
  
Peter Michaelis  
  
Richard Paice  
  
Shanly Foundation

### Business supporters

3Keel  
  
Andrew Bax/Drayton Hive  
  
Axminster Tools  
  
Blenheim Palace  
  
Cloud Forest  
  
Evolving Forests  
  
Festool  
  
Gaze Burvill  
  
Joined and Jointed  
  
Lamello  
  
National Trust  
  
Oxford Botanic Garden (Oxford University)  
  
reHeat  
  
Rezatec  
  
Rural Development Initiatives  
  
Vastern Timber

### NGO and Non-Profit Partners

Community Forest Trusts  
  
Confor  
  
Cumbria Woodlands  
  
Earth Trust  
  
Forest Canopy Foundation  
  
Grown in Britain  
  
Institute of Chartered Foresters  
  
Liverpool John Moores University  
  
National Farmers Union  
  
Royal Forestry Society  
  
RSPB  
  
Small Woods Association  
  
Victoria & Albert Museum  
  
Woodland Heritage  
  
Woodland Trust  
  
Worshipful Company of Furniture Makers

### Statutory sector and other public bodies

Department for Environment, Food and Rural Affairs (Defra)  
Environment Agency  
Forest Research  
Forestry Commission  
Natural England  
Scottish Forestry



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