

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 December 2017
for
Neotropical Bird Club

Michael Goddard
Chartered Certified Accountant
57 Markfield Road
Caterham
Surrey
CR3 6RQ

Neotropical Bird Club

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for the Year Ended 31 December 2017

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Neotropical Bird Club

Report of the Trustees for the Year Ended 31 December 2017

The Members of the Council of the Neotropical Bird Club, who act as Trustees for the purposes of Charity law, are pleased to present their annual report and the accounts for the year ended 31 December 2017.

The Trustees have adopted the provisions of 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).

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number
1040130

Principal address
c/o The Lodge
Sandy
Bedfordshire
SG19 2DL

Trustees
Chris Balchin (Secretary)
Rob Clay
Chris Collins (Treasurer)
Mike Dawson
Carl Downing
Gordon Ellis
David Fisher (Chairman)
Roberta Goodall
Alex Lees
Manuel Sanchez
Chris Sharpe
Tom Stuart
John Thirtle
Charles Wilkins
Rob Williams

Independent examiner
Michael Goddard
Chartered Certified Accountant
57 Markfield Road
Caterham
Surrey
CR3 6RQ

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Neotropical Bird Club (also known as 'NBC') was formed under a trust deed and registered as a charity on 16 August 1994.

Risk management

The Club's Council are satisfied that they have sought to identify the major risks faced by the charity and believe appropriate measures have been taken to mitigate these risks. This is kept under regular review and discussed at Council meetings as and when necessary.

OBJECTIVES AND ACTIVITIES

Objectives and aims

Its main objectives and aims can be summarised as to:

- foster an interest in the birds of the Neotropics amongst birdwatchers throughout the world;
- increase awareness of the importance of support for conservation in the region;
- mobilise the enthusiasm of birdwatchers active in the region to contribute to the conservation of Neotropical birds;
- provide a forum for articles and notes about Neotropical birds, their identification and conservation through the publication of the Club's journals; and
- provide small grants to fund ornithological and conservation projects within the Neotropics.

Grant-making policy

Grants are made to fund ornithological and conservation projects in the Neotropics and are made both to locally based institutions (typically non-governmental organisations) and to individuals undertaking relevant research on threatened species or habitats. Preference is given to projects undertaken by Neotropical nationals and where NBC's contribution pays for a significant percentage of the work.

In return for providing funding, the Club requests recipients to provide a paper for possible publication in *Cotinga* or *Neotropical Birding* detailing the results of the project.

Significant activities

During the year, NBC continued with the publications strategy introduced in 2009 and produced one large issue of *Cotinga* and two issues of *Neotropical Birding*.

Neotropical Birding 20 and 21

Issues 20 and 21 of *Neotropical Birding* continued the trend set by previous issues and included many colour images of rarely seen or photographed species. The articles in *Neotropical Birding* 20 included:

- Birding's World Cup: Global Big Day;
- First photographs of the White-fronted Swift, a poorly known Mexican endemic; and
- a Photospot on the Fuegian Snipe at Cape Horn.

Articles in *Neotropical Birding* 21 included:

- an account of the NBC fundraising tour to Chile;
- xeno-canto.org: a decade on; and
- wader quest in the Neotropics.

Cotinga 39

A wide variety of articles were also published in *Cotinga* 39 with these including:

- A new locality for White-masked Antbird in Peru;
- A list of the birds of Parque Nacional Saslaya in Nicaragua; and
- Birds of a habitat mosaic in the threatened Cerrado of central Sao Paulo, Brazil.

The short communications were equally varied and included details of the first record of Ruff for Cuba, notes on the nest and breeding of Chestnut-vented Conebill in southern Ecuador, the rediscovery of the Black-fronted Pipin-guan in Itajaí Valley, Santa Catarina, southern Brazil and the first documented record of White-collared Kite in Bahia, Brazil.

Other activities

In August 2017, the Club had a stand at the Rutland Bird Fair, with the Club's main prizes in its annual raffle being a pair of Swarovski EL binoculars and a stay at El Septimo Lodge in Ecuador. The Club would especially like to thank Swarovski Optik for their ongoing support in providing prizes for this annual fundraising event.

In collaboration with the other regional bird clubs, NBC has been involved in developing a code of practice to encourage "best practice" whilst in the field. It is intended for individual birders, field workers, tour companies and photographers and was developed in response to concerns of less than ideal behaviours. This has been published on the NBC website.

In December 2016, the bird tour company Birding Ecotours organised a highly successful tour to Costa Rica on behalf of the club with those who participated seeing a great selection of the country's specialities and also raising over US\$3,000 for the club.

During the year, the Club continued to operate a Facebook site and Twitter account.

Membership

Membership of the Club decreased very slightly during the year to 781 (2016:786).

OBJECTIVES AND ACTIVITIES

Grantmaking

The other major Club activity is funding conservation projects and 2017 was the most successful year to date of this programme with a total fourteen awards being made (2016: 7). The grants totalled £27,569 during the year (2016: £18,989), which means that over the last 18 years £116,573 has been provided to support Neotropical bird conservation projects.

Projects funded in 2017 were as follows:

- US\$5,000 for a study of Poylepis communities in Peru;
- US\$3,920 towards work on the effect of microclimate on terrestrial insectivores in Brazil;
- US\$1,500 for a project on some of the rarer species on Grenada;
- US\$2,600 towards a study of the endangered Peruvian Plantcutter;
- US\$2,920 for a study of parrots in Venezuela;
- US\$3,000 for work on nest predation avoidance for the critically endangered Masafuera Rayadito;
- US\$1,500 towards a project on restoring the population of Yellow Cardinals in Argentina;
- US\$2,448 on the conservation of the endangered Recurve-billed Bushbird in Venezuela;
- US\$3,000 for a study of the critically endangered Sapphire-bellied Hummingbird in Colombia;
- US\$3,000 towards a project to reintroduce Great Green Macaws in Ecuador;
- US\$2,780 on a nest box scheme for Grey-cheeked Parakeets in Ecuador;
- US\$2,989 for a study on the foraging habits of the Black-capped Petrel in the Dominican Republic;
- US\$4,830 for a project to reintroduce endangered Black-fronted Piping-guans into areas where they had become extinct in Brazil;
- US\$1,500 on monitoring Crown Solitary Eagles in Argentina;

ACHIEVEMENT AND PERFORMANCE

Fundraising activities

From a financial perspective, 2017 was a highly satisfactory year for the Club with total income of £56,034 (2016: £59,952). Whilst membership subscriptions are the main source of unrestricted income, Council would like to thank the organisations and individuals who made donations during the year, especially the March Conservation Fund of Tides Foundation, whose ongoing support makes a huge difference to the number and size of conservation awards which could be funded.

The £19,226 spent on producing and distributing journals was the most significant expenditure which the Club incurred (2016: £20,458).

FINANCIAL REVIEW

Reserves policy

The Council have adopted a policy of maintaining the Club's unrestricted funds at a level equivalent to at least one year's normal unrestricted expenditure. They believe this provides appropriate and sufficient funds to ensure the continuation of the Club if, for example, there was a short-term decline in the number of members.

Investment policy and objectives

The majority of the Club's funds are held in Natwest Bank. In the judgement of the Club's Council, this is currently the most appropriate form of investment for these monies although with interest rates remaining at record lows, the amount earned is currently very low.

FUTURE DEVELOPMENTS

NBC Council regularly considers its strategy for the future and during 2017, the decision was taken to introduce a new membership category from the beginning of 2018, allowing members to receive electronic copies of the club's publications instead of, or in addition to, the printed versions.

Due to a combination of the unreliable postal services in a number of countries (hence members do not receive the journals they have paid for) and increased postage costs, it is hoped that this change will not only ensure more reliable delivery of the club's publications but will also boost membership in the Neotropics.

Approved by order of the board of trustees on 8th August 2018 and signed on its behalf by:



Chris Balchin (Secretary) - Trustee

Independent Examiner's Report to the Trustees of
Neotropical Bird Club

I report on the accounts for the year ended 31 December 2017 set out on pages five to nine.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

It is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

Basis of the independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statements below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
 - to keep accounting records in accordance with Section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Michael Goddard
Chartered Certified Accountant
57 Markfield Road
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Surrey
CR3 6RQ

Date: 8 Aug 2018

Neotropical Bird Club

Statement of Financial Activities
for the Year Ended 31 December 2017

	Notes	Unrestricted fund £	Restricted fund £	31.12.17 Total funds £	31.12.16 Total funds £
INCOMING RESOURCES					
Incoming resources from generated funds					
Voluntary income		24,595	25,434	50,029	54,393
Investment income	2	-	-	-	1
Incoming resources from charitable activities					
Trading		6,005	-	6,005	5,558
Total incoming resources		30,600	25,434	56,034	59,952
RESOURCES EXPENDED					
Costs of generating funds					
Costs of generating voluntary income	3	791	-	791	586
Fundraising trading: cost of goods sold and other costs		90	-	90	132
Charitable activities					
Trading		20,053	27,569	47,622	41,920
Other resources expended		3,142	1,072	4,214	193
Total resources expended		24,076	28,641	52,717	42,831
NET INCOMING/(OUTGOING) RESOURCES					
		6,524	(3,207)	3,317	17,121
RECONCILIATION OF FUNDS					
Total funds brought forward		53,588	20,780	74,368	57,247
TOTAL FUNDS CARRIED FORWARD		60,112	17,573	77,685	74,368

The notes form part of these financial statements

Neotropical Bird Club

Balance Sheet

At 31 December 2017

	Notes	Unrestricted fund £	Restricted fund £	31.12.17 Total funds £	31.12.16 Total funds £
FIXED ASSETS					
Tangible assets	5	-	-	-	333
CURRENT ASSETS					
Stocks	6	300	-	300	39
Debtors	7	-	-	-	9,136
Cash at bank		80,249	17,573	97,822	83,546
		<u>80,549</u>	<u>17,573</u>	<u>98,122</u>	<u>92,721</u>
CREDITORS					
Amounts falling due within one year	8	(13,233)	-	(13,233)	(9,201)
NET CURRENT ASSETS		<u>67,316</u>	<u>17,573</u>	<u>84,889</u>	<u>83,520</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		67,316	17,573	84,889	83,853
CREDITORS					
Amounts falling due after more than one year	9	(7,204)	-	(7,204)	(9,485)
NET ASSETS		<u>60,112</u>	<u>17,573</u>	<u>77,685</u>	<u>74,368</u>
FUNDS	10				
Unrestricted funds				60,112	53,588
Restricted funds				17,573	20,780
TOTAL FUNDS				<u>77,685</u>	<u>74,368</u>

The financial statements were approved by the Board of Trustees on 8th August 2018 and were signed on its behalf by:



Chris Collins (Treasurer) -Trustee

The notes form part of these financial statements

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Charities Act 2011 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Website - 33% on cost

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. INVESTMENT INCOME

	31.12.17	31.12.16
	£	£
Deposit account interest	-	1
	=====	=====

3. COSTS OF GENERATING VOLUNTARY INCOME

	31.12.17	31.12.16
	£	£
Support costs	791	586
	=====	=====

4. TRUSTEES' REMUNERATION AND BENEFITS

During 2017 fees were paid for the administration of the conservation awards to two trustees, Alex Lees £499 and Rob Clay £250. During 2016 £249 was paid to Jeremy Bird who was a trustee in 2016.

Trustees' expenses

A total of £1,640 (2016 £2,780) was reimbursed to trustees during the year for expenses paid by them on behalf of the charity.

5. TANGIBLE FIXED ASSETS

	Website £
COST	
At 1 January 2017 and 31 December 2017	3,000
 DEPRECIATION	
At 1 January 2017	2,667
Charge for year	333
At 31 December 2017	3,000
 NET BOOK VALUE	
At 31 December 2017	-
At 31 December 2016	333

6. STOCKS

	31.12.17 £	31.12.16 £
Stocks	300	39

7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.17 £	31.12.16 £
Trade debtors	-	8,914
Prepayments	-	222
	-	9,136

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.17 £	31.12.16 £
Trade creditors	1,200	1,200
Deferred income	12,033	8,001
	13,233	9,201

9. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	31.12.17	31.12.16
	£	£
Deferred income	7,204	9,485

10. MOVEMENT IN FUNDS

	At 1.1.17	Net movement in funds	At 31.12.17
	£	£	£
Unrestricted funds			
General fund	53,588	6,524	60,112
Restricted funds			
Restricted fund	20,780	(3,207)	17,573
TOTAL FUNDS	<u>74,368</u>	<u>3,317</u>	<u>77,685</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	30,600	(24,076)	6,524
Restricted funds			
Restricted fund	25,434	(28,641)	(3,207)
TOTAL FUNDS	<u>56,034</u>	<u>(52,717)</u>	<u>3,317</u>

Neotropical Bird Club

Detailed Statement of Financial Activities
for the Year Ended 31 December 2017

	31.12.17 £	31.12.16 £
INCOMING RESOURCES		
Voluntary income		
Donations	26,294	25,647
Gift aid	-	5,609
Subscriptions	23,735	23,137
	<hr/> 50,029	<hr/> 54,393
Investment income		
Deposit account interest	-	1
Incoming resources from charitable activities		
Merchandise and Bulletin sales	522	989
Raffle etc.	1,363	1,634
Advertising	4,120	2,935
	<hr/> 6,005	<hr/> 5,558
Total incoming resources	<hr/> 56,034	<hr/> 59,952
RESOURCES EXPENDED		
Fundraising trading: cost of goods sold and other costs		
Opening stock	39	69
Purchases	351	102
Closing stock	(300)	(39)
	<hr/> 90	<hr/> 132
Charitable activities		
Printing and associated costs	15,778	16,329
Postage	3,448	4,129
Grants to individuals	27,569	18,989
	<hr/> 46,795	<hr/> 39,447
Support costs		
Management		
Birdfair and meeting costs	960	1,361
Stationery, postage and sundries	886	1,020
Website expenses	555	240
Insurance	222	438
Accountancy fees	600	600
Administration of conservation awards scheme	749	249
Depreciation of website	333	333
	<hr/> 4,305	<hr/> 4,241

This page does not form part of the statutory financial statements

Neotropical Bird Club

Detailed Statement of Financial Activities
for the Year Ended 31 December 2017

	31.12.17 £	31.12.16 £
Finance		
Bank charges	435	281
PayPal charges	782	813
Exchange rate differences	310	(2,083)
	<hr/> 1,527	<hr/> (989)
Total resources expended	<hr/> 52,717	<hr/> 42,831
	<hr/>	<hr/>
Net income	<hr/> <hr/> 3,317	<hr/> <hr/> 17,121

This page does not form part of the statutory financial statements