

CPRE Norfolk

Trustees' Annual Report - Year ended 31 December 2019

CPRE Norfolk
15 Pigg Lane
Norwich
NR3 1RS
01603 761660
info@cprenorfolk.org.uk
www.cprenorfolk.org.uk

Registered charity no. 210706



The countryside charity
Norfolk

CPRE Norfolk

Trustees' Annual Report - Year ended 31 December 2019

Index to Accounts

INDEX	Page Number
Report of the Executive Committee	3
Reference and Administrative Information	3
Structure, Governance and Management	4
Objectives and Activities	5
Achievements and Performance	6
Financial Review	8
Independent Examiner's Report	9
Statement of Financial Activities	10
Statement of Assets and Liabilities	11
Notes to the Accounts	12
Analysis of Opening and Carrying Amounts	14
Outline Summary of Fund Movements	15
Acknowledgement of Donors, Patrons and Sponsors	16

CPRE Norfolk

Report of the Executive Committee - Year ended 31 December 2019

Reference and Administrative Information

Charity Name:

CPRE Norfolk

Charity Registration Number:

210706

Address of Charity:

15 Pigg Lane
Norwich
Norfolk
NR3 1RS

Further Contact Details of Charity:

Tel: (01603) 761660

Email: info@cprenorfolk.org.uk

Web: www.cprenorfolk.org.uk

Trustees of the Executive Committee during 2019:

Professor Tim O'Riordan	(President)
Christopher Dady	(Chairman)
Robert Lodge	(Vice Chairman)
George Ridgway	(Treasurer)
Richard Turner	(Secretary - appointed May 2019)
Dr Keith Bacon	
David Hook	
Stephen Picton Pegg	
Dr Ian Shepherd	

Vice Presidents

Peter Forbes
Matthew Martin
Rosalie Monbiot
Lady Laurel Walpole

Bankers:

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

Virgin Money PLC
Jubilee House
Gosforth
Newcastle Upon Tyne
NE3 4PL

Reporting Accountants:

Make It Count Accountancy Services
3 Malleson Place
East Carleton
Norwich
NR14 8JA

CPRE Norfolk

Report of the Executive Committee - Year ended 31 December 2019

Structure, Governance and Management

CPRE Norfolk is governed by its Constitution and Rules which were adopted in 1933 and registered with the Charity Commission (registration number 210706) on 5 August 1964. The Constitution was last updated in 2019.

A county tier of the national environmental organisation Campaign to Protect Rural England, CPRE Norfolk is part of and works alongside CPRE nationally and regionally but is a separate registered charity. It is a membership organisation with around 950 members and supporters who subscribe or give regular donations. They include individuals, families, parish and town councils and other local amenity bodies.

The charity has an Executive Committee of Trustees with a wide range of expertise, including planning, conservation, farming and landscape, as well as management and charity governance. Vacancies are advertised through regular e-bulletins and newsletters and in the local press.

CPRE Norfolk has an office in Norwich which is staffed by two part-time employees and a part-time Planning Campaigns Consultant.

The branch has a Volunteers Policy and actively encourages the contribution and involvement of volunteers of all ages and backgrounds.

CPRE Norfolk

Report of the Executive Committee - Year ended 31 December 2019

Objectives and Activities

CPRE Norfolk (also known as The Norfolk branch of the Campaign to Protect Rural England) exists to promote the beauty, tranquillity and diversity of rural Norfolk by encouraging the sustainable use of land and other natural resources in town and country. As an independent voice for the landscape, we monitor 'the big picture' of how the land, coast, skies and communities of Norfolk are being affected by development and we engage with decision-makers on a regular basis. In particular we encourage Norfolk MPs, councillors, planning departments and other decision makers to support the countryside, safeguard precious and protected areas, promote urban renewal, restrict development on greenfield sites, protect country lanes and footpaths, preserve rural tranquillity and dark skies. We focus on promoting positive solutions to support the long-term future of Norfolk and its precious countryside.

We provide independent responses to large-scale planning issues, ensuring that development and growth proposals take into account the social, aesthetic, environmental and economic benefits of the countryside. Backed by in-depth research and many years of collective experience, we give evidence at Public Inquiries into complex and long-running Norfolk planning debates and we provide planning support to parish councils, conservation groups and individuals across the county, running seminars and conferences on planning and other issues affecting the countryside. Through the CPRE Awards we reward excellence in best practice of countryside conservation and architectural design which limits the carbon footprint and work to highlight and improve public understanding of exemplary environmental projects.

Further information on the charity's history, objectives and current activities are available from our website www.cprenorfolk.org.uk

CPRE Norfolk

Report of the Executive Committee - Year ended 31 December 2019

Achievements and Performance

During 2019 we continued to focus our attention on Vision for Norfolk and our published campaigning principles -

- Fight excessive housing targets which swallow up green fields but do not meet actual need. Instead, we promote the provision of affordable housing to keep local communities vibrant.
- Push the idea that all new builds should adhere to the highest eco-standards and use up brownfield sites first.
- Push for better, more reliable public transport as an alternative to damaging road-building projects.
- Promote the protection and planting of trees and hedgerows to enhance biodiversity, protect habitats and act as carbon sinks.
- Continue our successful campaign for the protection of Norfolk's dark skies and the reduction in the carbon footprint of unnecessary lighting.
- Support farmers to be able to work to protect biodiversity, habitats and soils.
- Support renewable energy schemes which do the least amount of damage to our landscapes.

Our campaigning during 2019 has covered many key areas, from the provision of the right kind of housing in appropriate locations, challenging damaging and unnecessary development, pushing for already allocated land to be developed before further huge swathes of land are released for housing, maintaining dark skies, talking to all involved in the on-shore cabling to find ways to reduce environmental and community impacts for off-shore wind farms, and trying to pull together relevant stakeholders to work on water issues which are becoming a real worry for the future. In Norwich, we have challenged the reasons for an extension to the new distributor road and sought support for a green belt to keep the important character of the city whilst providing environmentally friendly links to its hinterland. We have linked to and support national CPRE campaigns including those relating to plastic pollution.

We continued our work to influence the outcomes of the ongoing Greater Norwich Local Plan (GNLP), feeding information to the local parish councils in the areas that form part of the plan. We worked similarly with parish councils in our Norfolk Alliance which has continued to grow. Our President has taken a similar position with the Norfolk Association of Parish Councils. Their exciting programme includes the launch of a major project embodying well-being in communities and we have been very pleased to support this new initiative.

Our Green Belt campaign continues as part of the GNLP consultation and this will continue into 2020. We were awarded a small grant by the East of England CPRE group to assist us. We have also been working on consultations around protection of AONBs, including making a proposal for the extension of these within the county.

Affordable housing remains a priority for us with our rural communities. We are actively campaigning because developers are being allowed to reduce provision of this housing to almost zero. We were delighted to note that the Norwich City Council Goldsmith Street scheme, that received an award from us in 2018, won the 2019 Stirling Prize for best new building, recognising high quality architecture and environmental and social benefits. We hosted an Affordable Housing Conference in Dereham in September, with expert guest speakers and guest of honour, George Freeman MP.

Planning has continued to be a vital plank of our work. We submitted 59 sets of comments on planning applications in 2019, including a housing scheme in Poringland and a business application in Swainsthorpe. We have also considered the proposed Western Link to Broadland Northway and concluded that every route proposed had a harmful impact on the environment, and in some cases communities. Our position remains one of campaigning to ensure that this, and any other new road scheme, mitigates damage to the environment at the very least - or better still finds a less damaging alternative scheme such as investing in public transport.

A major focus of attention in 2019 was around the proposed major offshore wind farm developments. Whilst in favour of green energy, sadly there is currently no infrastructure to support these schemes. All the proposals have new standalone major infrastructure cabling and sub-station works running through Norfolk. We are therefore campaigning for an offshore ring main that would minimise the impact of onshore works and enable more schemes to connect quickly and economically in the future. This campaign will also continue into 2020.

We have been pleased to support other projects not initiated by us, such as the Norfolk FWAG Ponds project. We also have continued to support local litter picking initiatives and took part in a beach clean in Sheringham organised by one of the CPRE National Office teams.

In September there was a Climate Change Action Day, and we supported this via a full-page advertisement in the Eastern Daily Press. We have been trying to raise awareness of the potential for water shortages in the county and have had an article published written by one of our volunteers. From the start we have been a member of the Water Resources East initiative that we hope will find ways to address this issue before we face a crisis.

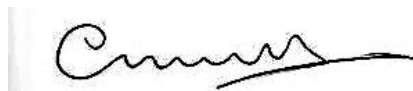
Our own events in 2019 included the annual lecture at the AGM, with guest speaker Sir Nicholas Bacon Bt., who then very generously hosted our Summer Fair at Raveningham Hall, an event in partnership with Norfolk Historic Buildings Trust.

The background to our work has been made more uncertain by the decision to leave the EU as we have not had clarity on how environmental issues would be addressed following departure. We commented on the Glover review on Landscapes and we will be monitoring progress on whether this influences future policy. The general election at the end of the year added more uncertainty but every candidate was sent a copy of the CPRE manifesto. The results of the election provided several new Norfolk MPs and we will be building new relationships during 2020.

In February, we were sad to report the death of Maurice de Soissons, a previous Chairman, Vice Chairman and Vice President of CPRE Norfolk. We will be remembering him and other active supporters of our work by planting trees in their memory.

CPRE has launched a new logo for the charity which we have adopted. To underline our work we are now CPRE Norfolk - The Countryside Charity. This will bring with it new initiatives in 2020 including an overhaul of the CPRE Norfolk website.

Looking forward, this branch will continue to push for a positive approach to development and change in Norfolk; one which protects our landscapes, beautiful countryside and environment, whilst ensuring our rural communities can thrive.



Christopher Dady
Chair July 2020

CPRE Norfolk

Report of the Executive Committee - Year ended 31 December 2019

Financial Review

The financial Statements for the year ended 31st December 2019 show a deficit of £15,295 [2018 surplus £7,363]

Income

Receipts from our members rose a little during 2019 to £16,841 and we are very grateful for their continuing support. However, this element of our income is never enough to cover our operational costs even with the cost controls we introduced in 2017. We have again relied on other donations, legacies and carefully controlled release of accumulated reserves to continue our programme of campaign and awareness in safeguarding the essential nature of Norfolk during periods of change. These other donations brought our gift income to £49,200 - £3,620 less than in 2018.

Other fundraising activities and the 2019 Summer Fair provided £15,055 before related costs of £11,378.

The costs of other operations, raising income and governance was generally in line with our plans and budgets for continuing projects and planning consultancy at £44,996. During 2019 we did have one specific item of exceptional expenditure. The total costs involved were recognised all within this financial period together with the necessary professional and advisory costs. The total exceptional cost was £24,737 shown as such at item S11.

I am extremely grateful for the work and support of the Trustees and the Finance Officer, Helen Steed, who have dealt with all governance and financial challenges this year in a disciplined and professional manner.

Reserves

At 31st December 2019, our total charitable funds stood at £228,073 [2018 - £243,368]

Plans for Future Periods

As before, our overall financial programme is aimed to provide an expanding and sustainable membership that will fund normal annual expenditure and allow donations and exceptional windfall income to be applied to our charitable aims.

Independent Examination of Accounts

I am also grateful for the service of Shirley Webb MAAT of Make It Count, our independent examiner for her assistance and advice. The trustees will seek to re-appoint Ms Webb as the Independent Examiner for 2020 and a resolution will be proposed at the Annual General Meeting.



George Ridgway FCA ACiM
Honorary Treasurer, July 2020

CPRE Norfolk

Independent Examiner's Report to the members - Year ended 31 December 2019

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 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to

- Examine the accounts under section 145 of the Charities Act,
- To follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b)) of the Charities Act; and
- To state whether particular matters have come to my attention

Basis of Independent Examiner's Statement

My examination was carried out in accordance with General Directions given by the Charity Commission.

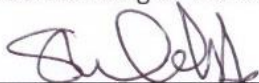
An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The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

Independent Examiner's Statement

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 Charities Act
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.

Signed



Date

19/3/20

Shirley Webb MAAT Director
Make It Count (Accountancy Services) Ltd
3 Malleon Place
East Carleton
NR14 8JA

CPRE Norfolk

Statement of Financial Activities for year ended 31st December 2019

	Note	Restricted £	Unrestricted £	Total Funds 2019 £	Total Funds 2018 £
Income and Endowments from:					
Donations and Legacies	1		49,200	49,200	52,820
Charitable Activities	2		15,055	15,055	780
Investment income			1,500	1,500	1,071
Other					
Total Income		0	65,755	65,755	54,671
Expenditure on:					
Raising Funds	3		42,676	42,676	40,605
Charitable Activities:					
Fund-raising and publicity costs	4		11,378	11,378	5,229
Other	5		24,737	24,737	0
Governance costs	6		2,259	2,259	1,474
Total Expenditure		0	81,050	81,050	47,308
Net income/(expenditure)		0	(15,295)	(15,295)	7,363
Transfers between funds					
Other Recognised Gains/Losses					
Net movement in funds		0	(15,295)	(15,295)	7,363
Reconciliation of Funds:					
Total Funds brought forward			243,368	243,368	236,005
Total Funds carried forward		0	228,073	228,073	243,368

CPRE Norfolk

Statement of Assets and Liabilities - Year ended 31 December 2019

	Note	Restricted £	Unrestricted £	Total Funds 2019 £	Prior year 2018 £
Fixed Assets					
Intangible Assets					
Tangible Assets	7		54,664	54,664	57,619
Heritage Assets				0	
Investments				0	
Total Fixed Assets		0	54,664	54,664	57,619
Current Assets					
Stocks	8				
Debtors & Prepayments			587	587	466
Investments:					
Cash at Bank and in hand			173,718	173,718	186,010
Total Current Assets		0	174,305	174,305	186,476
Current Liabilities					
Creditors: Amounts falling due within one year	9				
Accrued Accounting fees			600	600	576
Other Accruals			296	296	151
Total Current Liabilities		0	896	896	727
Creditors: Amounts falling due after more than one year				0	0
Total Net Assets or Liabilities			228,073	228,073	243,368
The Funds of The Charity					
Endowment Funds				0	
Restricted Funds				0	
Unrestricted Funds			228,073	228,073	243,368
Total Charity Funds			228,073	228,073	243,368

CPRE Norfolk

Notes to the Accounts - Year ended 31 December 2019

	Restricted £	Unrestricted £	Total 2019 £	Total 2018 £
1 Donations and Legacies				
Membership:				
CPRE subscription		16,841	16,841	16,435
Legacies		30,387	30,387	31,631
Friends				0
Donations		1,947	1,947	3,648
Appeal / Awards		25	25	1,106
Grants		0	0	0
Miscellaneous		0	0	0
		<u>49,200</u>	<u>49,200</u>	<u>52,820</u>
2 Charitable Activities				
Sales of Goods		2,425	2,425	0
Events		11,898	11,898	60
100 Club		732	732	720
		<u>15,055</u>	<u>15,055</u>	<u>780</u>
3 Raising Funds				
Salaries		18,870	18,870	16,736
Rent / Rates & Utilities		707	707	907
Insurance		661	661	616
Repairs and renewals		65	65	184
Stationery		251	251	582
Postage		16	16	41
Telephone		861	861	773
Bank Charges		120	120	120
Employee expenses		245	245	305
Volunteer expenses		14	14	100
Recruitment advertising		0	0	0
Fundraiser commission		0	0	0
Small Grants		0	0	0
Project Consultants Fees		15,029	15,029	13,439
Project Resources & Training		387	387	465
Project Publicity & Promotion		2,387	2,387	8,084
Subscriptions / regional levy		20	20	242
Light Pollution		88	88	29
Depreciation / Amortisation		2,955	2,955	3,157
		<u>42,676</u>	<u>42,676</u>	<u>40,605</u>

4 Charitable Activities

Meetings	794	794	729
Gifts & Prizes (incl. 100 Club)	390	390	484
Printing (incl. communications)	1,333	1,333	1,341
Planning	0	0	303
Awards	46	46	2,092
Events	8,815	8,815	280
	<u>11,378</u>	<u>11,378</u>	<u>5,229</u>

5 Other

Exceptional and non-recurring costs (S11)	<u>24,737</u>	<u>24,737</u>	<u>0</u>
	<u>24,737</u>	<u>24,737</u>	<u>0</u>

6 Governance costs

Committee expenses (incl. miscellaneous)	1,240	1,240	322
Annual General Meeting	419	419	576
Accountancy	600	600	576
Legal & Professional	0	0	0
	<u>2,259</u>	<u>2,259</u>	<u>1,474</u>

CPRE Norfolk

Analysis of Opening and Carrying Amounts - Year ended 31 December 2019

Notes	Freehold Land and Buildings	Leasehold Land and Buildings	Plant and Machinery	Fixtures, Fittings & Equipment	Total
7 Tangible Fixed Assets	£	£	£	£	£
Cost or Valuation					
At beginning of the Year	58,712	0	0	4,427	63,139
Additions	0		0	0	0
Disposals					0
Revaluations					0
Transfers					0
At End of the Year	58,712	0	0	4,427	63,139
Depreciation and Impairment					
At beginning of the Year	3,519		0	2,002	5,521
Disposals					0
Depreciation	2,348		0	606	2,955
Impairment					0
Transfers					0
At End of the Year	5,867	0	0	2,608	8,475
Net book value at beginning of the year	55,193	0	0	2,426	57,619
Net book value at end of the year	52,845	0	0	1,819	54,664
8 Current Assets					
Current Assets					
Debtors					0
					0
Cash and Bank Deposits					173,718
					173,718
Prepayments					294
					293
					587
9 Current Liabilities					
Current Liabilities					
Accruals					56
					600
					50
					190
					896

CPRE Norfolk

Outline Summary of Fund Movements - Year ended 31 December 2019

Fund name	Fund balances brought forward	Income	(Expenditure)	Transfers	Gains and (Losses)	Fund Balances Carried Forward
	£	£	£	£	£	£
Designated for the operational offices and headquarters	56,791					56,791
A Vision for Norfolk [V4N] campaign - 2018 - 2020	51,627	750	(2,387)			49,990
	0					0
All Other Unrestricted Funds	134,950	65,005	(78,663)			121,292
Total Funds	243,368	65,755	(81,050)	0	0	228,073

CPRE Norfolk

Acknowledgement of Donors, Patrons and Sponsors - Year ended 31 December 2019

CPRE Norfolk would like to thank all our members, friends, supporters and volunteers for their invaluable contribution to the charity's success in 2019.

Patrons 2019

Sir Nicholas Bacon Bt.
Charles Barratt
Ivor Braka
The Marquess of Cholmondeley
Thomas Cook
The Reverend Paul Gismondi
The Earl of Leicester
Sir Rupert Mann
Rosalie Monbiot, OBE
Professor Timothy O'Riordan, OBE
Lord & Lady Walpole

Other Patrons have asked to remain anonymous.

Ambassadors 2019

Patrick Barkham
John Bullard
Kit Martin CBE
Gerard Stamp