

CPRE Norfolk

Trustees' Annual Report - Year ended 31 December 2021

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 2021

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CPRE Norfolk

Report of the Executive Committee - Year ended 31 December 2021

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 2021:

Professor Tim O’Riordan	(President)
Christopher Dady	(Chairman)
Kevin Jones	(Vice Chairman, co-opted 19th July 2021)
George Ridgway	(Treasurer)
Richard Turner	(Secretary)
Dr Keith Bacon	
David Hook	
Dr Ian Shepherd	
Faye LeBon	
Heather Tyrrell	(co-opted 25th January 2021, elected 20th May 2021)
Alexandra Coupe	(elected 20th May 2021)
Sandra Walmsley	(co-opted 25th October 2021)

Vice Presidents

Matthew Martin	
Rosalie Monbiot	
Lady Laurel Walpole	
Peter Forbes	(deceased April 2021)

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	Shawbrook Bank Limited Lutea House, Warley Hill Business Park The Drive, Great Warley Brentwood, Essex CM13 3BE
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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 2021

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 920 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 2021

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 2021

Achievements and Performance

The Trustees are delighted to report another successful year for CPRE Norfolk.

Once again, we have had to manage our way with the impact of Covid-19, with a short period when we were able to attend & hold events and use our office. However, our work generally has been conducted online, with staff working from home to good effect.

Our work continues in seeking to protect Norfolk and its landscapes from further unnecessary damage. This year we have seen further proposals for developments seeking to build housing on remote Greenfield agricultural sites, and other schemes simply industrialising the countryside. Many such proposals and actual schemes that have started on site this year pay no real heed to biodiversity or helping the fight against climate change.

As an antithesis to this, we were thrilled to be able to hold our Awards Ceremony. We had many worthy entries, so much so that we had joint winners in some categories and were also able to give a Youth and Chair's Award. The ceremony was held in Dereham and choreographed to minimise the risk of infection. We were also able to attend the Big Green Week event in Lingwood, giving our new branded gazebo its first outing (supplied as part of the national charity's transformation budget), and for the first time sold our own Christmas Cards. We were also able to hold a supporters' event at Mannington Hall, thanks to the generosity of Lady Walpole.

Whilst the 2021 AGM was held online, we were fortunate that Asher Minns, Executive Director of the Tyndall Centre at the UEA, was able to deliver our annual lecture.

During the year we worked to update our position statements and policies. We placed an advertisement in the EDP promoting our vision of green corridors linking urban areas and the countryside, our Green Belt campaign and seeking new members. We were also able to support national campaigns for hedgerows and a regular bus service to remote villages.

We were also able to support other groups, for instance to overturn the inappropriate commercial application south of Norwich. We have also worked with other groups on the North Western Link road, as well as responding to consultations on planning reforms. A major piece of work was around the Greater Norwich Local Plan, supporting parishes with their responses, attending meetings, keeping our parish council network informed and responding directly.

We were very sad to hear of the passing of one of our vice presidents, Peter Forbes, who was a longtime supporter of CPRE Norfolk and one time Chair of the West Norfolk Group. Peter left us a generous donation and we planted a tree in his memory at our supporters' event.

Another vice president Lady Walpole sadly lost her husband, our sincere condolences to her, and Rosalie Monbiot has stepped down from active duty. We have been very grateful for her support over very many years.

Towards the end of the year, the CPRE Norfolk trustees gathered to plan for 2022 and beyond. These plans will be agreed at the January 2022 Executive Meeting. Our plans already include forming a new West Norfolk Group, for which we will be using some of the donation from Peter Forbes. We were also successful in attracting funding for this from the national CPRE charity. We are also looking at an event to engage with younger people. Finally, we approved the appointment of a lawyer to present our objections to the Greater Norwich Local Plan at the planning hearing to be held in early 2022.

We were able to welcome four new trustees during 2021, Heather Tyrrell, Alexandra Coupe, Kevin Jones, as Vice Chair, and Sandra Walmsley. One of our volunteers, Jia Rohilla, has managed our social media very effectively. We want to thank another volunteer, Garry Stanton, who has been advising us on matters regarding water, but work commitments mean he will step down from his position. We have welcomed another new volunteer to advise on agriculture. Our grateful thanks also to our fantastic staff, Helen Steed and Su Walden, and our planning consultant Michael Rayner.

Our constitution places a time limit on our trustee officer positions, and this will therefore be my last AGM as Chair, but I hope to stay fully involved in CPRE Norfolk.

A handwritten signature in black ink, appearing to read 'Chris Dady', with a long horizontal flourish extending to the right.

Christopher Dady
Chair January 2022

CPRE Norfolk

Report of the Executive Committee - Year ended 31 December 2021

Financial Review

The Financial Statements for the year ended 31st December 2021 indicate a deficit of £28,961 [2020 £11,210 surplus].

Income and Expenditure

The trustees, the staff and our consultant have worked extremely well within the continuing disruption created by the Covid19 restrictions. All have adapted to the changes in the way we operate but we have been able to safely emerge into more acceptable methods of delivering the primary objects of the charity while designing the recruitment of trustees and members and leading key challenges to policies and threats to the future wellbeing of the special Norfolk Countryside.

This has meant applying the stated reserves policy to address not only the good financial management in difficult fundraising periods but also to continue our longer-term planned projects.

This includes the Vision 4 Norfolk review with input from new trustees and other agencies, the untiring assistance to local councils and others concerned about the inconsistencies of planning regulations throughout Norfolk and very effective reporting of most matters of concern to the protection of our county. This has been possible by the continuing funding of our external consultant. Exceptionally, the trustees have also provided the funds from general unrestricted funds to cover the legal expertise required to challenge the Greater Norwich Local Plan. The very effective challenges made by CPRE Norfolk have been led by Trustee, David Hook, and consultant, Michael Rayner, which has controlled the expensive legal representation but appropriate funding has been budgeted to cover these costs into 2022.

The Trustees continue to review and consider our sustainable and cautious policy and examine the available experience and expertise within the board of Trustees

I am very grateful for the support of the Trustees and in particular our outgoing Chair, Chris Dady for his availability and counsel. I wish also to thank the staff and our consultant who all remain dedicated to implementing the Executive's policies in a disciplined and professional manner.

Reserves

Our total charitable funds stand at £210,321 [2020 - £239,283].

Independent Examination of Accounts

The trustees are grateful to Shirley Webb, MAAT, of "Make It Count" who is the Independent Examiner. Shirley has also assisted with preparation of these Financial Statements and provided accountancy advice. The Trustees will seek to reappoint Shirley Webb as the Independent Examiner for 2022 and a resolution will be proposed at the Annual General Meeting.



George Ridgway FCA ACiM
Honorary Treasurer, April 2022

CPRE Norfolk

Independent Examiner's Report to the members - Year ended 31 December 2021

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.

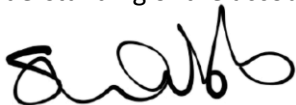
An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The 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 22nd March 2022

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

CPRE Norfolk

Statement of Financial Activities for year ended 31st December 2021

	Note	Restricted £	Unrestricted £	Total Funds 2021 £	Total Funds 2020 £
Income and Endowments from:					
Donations and Legacies	1	657	22,947	23,604	48,986
Fundraising Income	2		1,528	1,528	696
Investment income			161	161	808
Other					
Total Income		<u>657</u>	<u>24,636</u>	<u>25,293</u>	<u>50,490</u>
Expenditure on:					
Charitable Activities:	3	657	46,001	46,658	36,641
Raising Funds					
Fund-raising and publicity costs	4		6,372	6,372	1,235
Other					
Governance costs	5		1,224	1,224	1,404
Total Expenditure		<u>657</u>	<u>53,597</u>	<u>54,254</u>	<u>39,280</u>
Net income/(expenditure)		0	(28,961)	(28,961)	11,210
Transfers between funds					
Other Recognised Gains/Losses					
Net movement in funds		<u>0</u>	<u>(28,961)</u>	<u>(28,961)</u>	<u>11,210</u>
Reconciliation of Funds:					
Total Funds brought forward			239,282	239,282	228,072
Total Funds carried forward		<u>0</u>	<u>210,321</u>	<u>210,321</u>	<u>239,282</u>

CPRE Norfolk

Statement of Assets and Liabilities - Year ended 31 December 2021

	Note	Restricted	Unrestricted	Total Funds	Prior year
		£	£	2021	2020
		£	£	£	£
Fixed Assets					
Intangible Assets					
Tangible Assets	6		49,172	49,172	51,861
Heritage Assets				0	
Investments				0	
Total Fixed Assets		<u>0</u>	<u>49,172</u>	<u>49,172</u>	<u>51,861</u>
Current Assets					
Stocks	7				
Debtors & Prepayments			10,396	10,396	349
Investments:					
Cash at Bank and in hand			151,353	151,353	187,947
Total Current Assets		<u>0</u>	<u>161,749</u>	<u>161,749</u>	<u>188,296</u>
Current Liabilities					
Creditors: Amounts falling due within one year	8				
Accrued Accounting fees			600	600	600
Other Accruals				0	275
Total Current Liabilities		<u>0</u>	<u>600</u>	<u>600</u>	<u>875</u>
Creditors: Amounts falling due after more than one year				0	0
Total Net Assets or Liabilities		<u>0</u>	<u>210,321</u>	<u>210,321</u>	<u>239,282</u>
The Funds of The Charity					
Endowment Funds				0	0
Restricted Funds				0	0
Unrestricted Funds			210,321	210,321	239,282
Total Charity Funds		<u>0</u>	<u>210,321</u>	<u>210,321</u>	<u>239,282</u>

CPRE Norfolk

Notes to the Accounts - Year ended 31 December 2021

	Restricted £	Unrestricted £	Total 2021 £	Total 2020 £
1 Donations and Legacies				
Membership:				
CPRE subscription		16,003	16,003	16,188
Legacies		0	0	27,458
Friends		0	0	0
Donations		3,362	3,362	3,652
Appeal / Awards		3,572	3,572	0
Grants	657	0	0	1,688
Miscellaneous		5	5	0
	<u>657</u>	<u>22,947</u>	<u>22,947</u>	<u>48,986</u>
2 Fundraising Income				
Sales of Goods		723	723	0
Events			0	0
100 Club		805	805	696
	<u>0</u>	<u>1,528</u>	<u>1,528</u>	<u>696</u>
3 Charitable Activities				
Salaries		18,035	18,035	14,002
Rent/Rates & Utilities		2,041	2,041	2,652
Insurance		1,068	1,068	1,435
Repairs and renewals	657		657	65
Stationery		151	151	51
Postage		22	22	0
Telephone / Broadband		576	576	515
Bank Charges		192	192	120
Employee expenses		62	62	100
Volunteer expenses		81	81	0
Recruitment advertising		0	0	0
Fundraiser commission		420	420	0
Small Grants		0	0	0
Legal & Professional (exceptional)		3,600	3,600	0
Project Consultants Fees		15,045	15,045	13,698
Project Resources & Training		22	22	387
Project Publicity & Promotion		1,769	1,769	2,387
Subscriptions/regional levy		205	205	20
Light Pollution		23	23	63
Depreciation/Amortisation		2,689	2,689	2,803
	<u>657</u>	<u>46,001</u>	<u>46,658</u>	<u>36,641</u>

4 Raising Funds

Meetings	0	0	150
Gifts & Prizes (incl. 100 Club)	415	415	406
Printing (Incl. communications)	1,838	1,838	679
Planning	0	0	0
Awards	4,119	4,119	0
Events	0	0	0
	<u>0</u>	<u>6,372</u>	<u>1,235</u>

5 Governance costs

Committee expenses inc Misc	399	399	0
AGM	225	225	(27)
Accountancy	600	600	600
Legal & Professional	0	0	831
	<u>0</u>	<u>1,224</u>	<u>1,404</u>

CPRE Norfolk

Analysis of Opening and Carrying Amounts - Year ended 31 December 2021

Notes	Freehold Land and Buildings	Leasehold Land and Buildings	Plant and Machinery	Fixtures, Fittings & Equipment	Total
6 Tangible Fixed Assets	£	£	£	£	£
Cost or Valuation					
At beginning of the Year	58,712	0	0	4,427	63,139
Additions					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	8,215		0	3,063	11,278
Disposals					0
Depreciation	2,348			341	2,689
Impairment					0
Transfers					0
At End of the Year	10,563	0	0	3,404	13,967
Net book value at beginning of the year	50,497	0	0	1,364	51,861
Net book value at end of the year	48,149	0	0	1,023	49,172
7 Current Assets					
Current Assets					
Debtors	O/S transfer into CAF from Virgin				10,000
					<u>10,000</u>
Cash and Bank Deposits					<u>151,353</u>
					<u>151,353</u>
Prepayments	W Denis Trustees Indemnity Ins to 23 Sept 21				143
	NFU Liability Insurance 7 Oct 21				97
	HMRC and Pension contributions Credit as at 31/12				<u>156</u>
					<u>396</u>
8 Current Liabilities					
Current Liabilities					
Accruals	HMRC and Pension contributions Dec				0
	Accounts & Independent Examiners Fee				<u>600</u>
					<u>600</u>

CPRE Norfolk

Outline Summary of Fund Movements - Year ended 31 December 2021

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		(2,348)	(8,215)		46,228
Projects incl. V4N, Planning & Consultancy 2017 - 2024	75,000		(16,836)			58,164
Exceptional Fund			(4,636)	13,000		8,364
Restricted fund CPRE Grant for renewal		657	(657)			0
All Other Unrestricted Funds	107,492	24,636	(29,778)	(4,785)		97,565
Total Funds	239,283	25,293	(54,255)	0	0	210,321

CPRE Norfolk

Acknowledgement of Donors, Patrons and Sponsors - Year ended 31 December 2021

CPRE Norfolk would like to thank all our members, friends, supporters and volunteers for their invaluable contribution to the charity's success in 2021.

Patrons 2021

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 2021

Patrick Barkham
John Bullard
Kit Martin CBE
Gerard Stamp