

Trustees Report - Year ended 31 December 2021

Registered Address 6 Sunnybank, Epsom, Surrey KT18 7DX

Trustees Who acted during the Year

- Mr A Broadbent (St Helier and Epsom Hospital Trust)
- Mr J Cowling (Maintenance & Project Management)
- Mrs E Frost (Woodcote (Epsom) Residents' Society)
- Mr A Harwood (Project Management)
- Mr L Jennings (Digital Marketing Website Management)
- Mr P Masters (Legal Representative)
- Mr A Stamper (Treasurer)
- Mr M Swan (Chairman)

Mr C Frost – Life President

Two Trustees' terms of office came to an end during 2021. Both trustees expressed their wish to stay on for a further four years.

There were no newly appointed Trustees during the period.

Chris Frost was made Life President of the Trust some years ago in recognition for his inspiration to set up the Trust to save the Green.

Governance The Trust is governed by Deed and Trustees are appointed under the terms of that Deed for a period of four years' service but may continue for further terms of office.

Recruitment of Trustees We seek Trustees through our AGM, newsletters and from our regular volunteers.

GDPR Data Protection laws in Europe changed with the GDPR replacing the Data Protection Act with effect from 25 May 2018.

We constantly review our policy and make appropriate changes in order to adhere to and comply with these regulations. A copy of our privacy policy is shown on our website.

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Marketing

The Trust issues Newsletters from time to time delivered locally to over 500 households to keep the local community informed of what is going on in the Trust.

We advertise the AGM through this medium as well as the Trust's website.

We are always interested in ideas to improve the Newsletter and we encourage people to contact us with any suitable ideas for future articles we could write or if they would like to be featured in one of our articles.

We have a website which we endeavour to keep up to date and we use this forum, along with social media posts, to raise awareness of the Trust and to enable, amongst other things, those that wish to donate online to do so.

We also have a Facebook page to enable us to engage and communicate with a wider audience.

We plan to hold a fete in 2025 to celebrate 25 years of the Trust as well as to raise awareness.

Objectives

To maintain and enhance the area known as Woodcote Millennium Green in the Woodcote area of Epsom, Surrey for the enjoyment and relaxation of all in the neighbourhood and the wider community.

To encourage a diverse range of wildlife. Dying trees are left standing to rot, where it is safe to do so, to allow a diverse range of organisms to find a home, from microscopic slime moulds, numerous species of fungi, mosses, and insects, to larger animals such as bats and birds. We try to keep open areas for meadow flowers to grow and a glade to allow migration of wildlife.

Fund Raising

The Woodcote Millennium Green Trust constantly relies upon philanthropic support to advance its mission and sustain its activities. As such, we always look at innovative ways to raise funds.

One of these has been to sign up to "**AmazonSmile**". This works by generating income for the Trust when you shop at Amazon. For every £1 spent, we will receive 0.5%.

To help manage the funding we encourage direct donations these are either made via direct transfer or the setting up of a direct debit to save handling cash and cheques.

We continue to raise funds through our newsletter which goes out twice a year.

Our bank details are on the donation slip that accompanies each newsletter.

We plan to hold a fete in 2025 to raise funds and awareness of the Trust.

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Achievements and Performance The Trust continues to enhance the area and to maintain it for the benefit of the neighbourhood. To achieve this, we hold regular maintenance mornings/afternoons throughout the year. These have been well supported and we continue to recruit new volunteers to help us. To accommodate volunteer availability, we also hold task specific maintenance sessions for example to cut up or cut down dead or fallen trees and to make emergency repairs.

Following the Covid restrictions of 2020, last year, we were almost back to the normal numbers of maintenance sessions being held. Our last one was held on 29th December, attracting 23 people for some hard work and, of course, a few festive treats.

We are delighted to have had the opportunity to replace the old noticeboard which had become tired and rather faded after 20 years of service. We are extremely grateful to The Lower Mole Countryside Trust, Surrey Gardens Trust, and a local resident whose generosity meant that we were able to replace the noticeboard without affecting our general funds.

A large number of residents and people connected to Epsom General Hospital have continued to enjoy the amenities of the Green during 2021. The Green has seen increased usage during the Covid-19 pandemic, and we are delighted that people have been able to enjoy this green space continuously during this time.

This year we witnessed the first Egyptian Geese ducklings to be successfully raised on the pond following the installation of the Duck House the previous year. This was a delight to all who witnessed this.

The Trustees would like to take this opportunity to acknowledge the very important contribution of the many volunteers and organisations that have helped us to maintain the Green during 2021.

During 2021 we have had several Volunteers helping with the general maintenance of the Green as part of their Duke of Edinburgh award.

Risk Policy

The Trustees regularly review the progress of the investments.

The Green is covered by Public Liability Insurance for Public access. The Trustees review Health and Safety matters including risk assessments at every Trustee's Meeting.

As part of our risk assessment, we constantly monitor target areas on the Green and act accordingly.

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Reserves Policy The Unrestricted Funds “General” and Endowment Funds “Patrons” are held to undertake the maintenance of the Green in current and future years. Restricted funds are donations given or fundraising campaigns for specific purpose use

2021 Full Year Report on Accounts and Finances

Statement of Income and Expenses

Cash Movements	General	Restricted	Patrons	2021	2020	2019	2018	2017
Resident's Donations	2544	0	0	2544	2574	1942	3207	9136
Gift Aid from HMRC	579			579	1719			
Grants/External donations/Other	1765	0	0	1765		401	10944	1378
Interest Received	0.17	0	0	0.17	2	2	1	0
Income for the Year	4888	0	0	4888	4296	2345	14152	10514
Maintenance of the Green	-180			-180	-2241	-2890	-1346	-537
Tools, Servicing & Capital items	-862			-862	-533	-1007	-216	-782
Insurance & Admin	-383			-383	-528	-424	-406	-258
Other	-2811			-2811	256			
Pond		-492		-492	-1476	-492	-13740	-2900
Path Renovation	-1092			-1092				
Expenses for the year	-5329	-492	0	-5821	-4522	-4813	-15708	-4477
Operating cash movements	-441	-492	0	-933	-227	-2468	-1556	6037
Proceeds from sale of CAF units				0	0	0	0	
Total Cash Movements	-441	-492	0	-933	-227	-2468	-1556	6037
Opening Cash Balance	1697	1140	150	2977	3214	5711	7267	1230
Closing Cash Balance	1256	648	150	2044	2977	3243	5711	7267

Summary of Income & Expenses

Income

Donations received from current residents of £2,544 was remarkably like 2020. There was a positive move in the year to more donations being paid directly into our bank although 45% of donations were still by cheque. We were also in receipt of £250 bequeathed in the will of Ian Allely, one of the founders of the Trust and a former Trustee, which is included in ‘other’ income above.

Gift Aid at £579 cannot be compared to the prior year figure of £1719 as in 2020 we caught up with three years of Gift Aid reclamations from HMRC. As the level of resident donations is very similar to 2020 then our Gift Aid income in 2022 should be similar 2021.

The two grants received toward the cost of the new notice board from Surrey Gardens Trust and Lower Mole Valley Countryside Trust totalling £1467 are included in ‘other’ income but could equally have been offset against the cost of the noticeboard of £1722, in ‘other’ expenses above to give a net cost to the Trust of £255.

Expenses

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The amount that we spent on 'maintenance of the Green', which is principally tree maintenance, of £180 was significantly lower than the average over the previous 4 years of £1750 per annum. This is totally dependent on how much major tree surgery is required to be contracted to external experts.

£492 of 'pond' expenditure in 2021 was also less than half of that in recent years with only one visit from Aquajoy. Currently it is planned that Aquajoy will make two visits in 2022 starting in the Spring but the need for the second visit will be reviewed. The closing balance of £648 of 'Restricted Funds' which were raised for the pond renovation in 2018 will therefore all be spent in 2022 if two Aquajoy sessions go ahead. We will need to consider how we fund this going forward.

As reported in the 2020 Annual Report because the Trust reports on a 'cash accounting' basis we had received, and therefore accounted for, the income from our insurers for the repair costs of the vandalised bench in 2020. However, the final cost of the repair, £857, was not incurred until early 2021 and this somewhat distorts 'other expenses'.

Also included in 'other' expenses that make the total significantly higher than the prior years are one-off costs for the new noticeboard £1722 mentioned above under income and the cost of a replacement oak tree of £232.

The Trust incurred expenditure of £1092 on path renovation which was the first spend of this nature since the major repairs carried out in 2015.

Spend on 'tools, servicing and capital items' of £862 was relatively high compared to prior years and included £150 on mower servicing and spend on tooling to enable more work to be undertaken by our volunteers, thereby reducing spend with third party contractors.

Summary of Current Assets

Trust Assets	General	Restricted	Patrons	2021	2020	2019
CAF Gold Account	583	581	150	1,314	1,210	2,164
CAF Current Account	578	67	0	645	1,701	920
Petty Cash	85	0	0	85	65	120
Total Cash	1,246	648	150	2,044	2,977	3,204
Investments	19,036	0	56,401	75,437	63,365	72,748
Total Cash and Investments	20,282	648	56,551	77,481	66,342	75,952

There was a net cash outflow in the year of £933. The value of our M&G investment fund recovered in 2021 rising by 19% in the period of the accounts. This growth in the fund includes £3032 of dividend earned in the year. The performance was better than the overall stock market performance and represents more than full recovery on the large decline in 2020.

Investments are the Trust's holding in the M&G Equity Charifund, which are held for the long-term. The fund aims to protect the capital from the effects of inflation by generating a return consistent with the UK inflation over a 10-year period and seeks to provide a yield above that available from the FTSE All Share Index. The Trust re-invests dividend income in years where it is not needed for the maintenance of the Green as has been the case for at least the last four years. We will review this in future years if expenditure continues to exceed income.

Period to 31 December 2021	1Y	3Y	5Y
Charifund	19.05%	27.50%	30.30%
FTSE All-Share Index	14.30%	16.80%	16.80%