

Registered number: 07984087

**WOODY (HYNDBURN) C.I.C.  
DIRECTORS' REPORT AND  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2019**



Simple Accounting NW Ltd

4 Blackburn Road  
Accrington  
BB5 1HD

**Woody (Hyndburn) C.I.C.  
Directors' Report and Financial Statements  
For The Year Ended 31 March 2019**

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**Woody (Hyndburn) C.I.C.  
Company Information  
For The Year Ended 31 March 2019**

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<b>Directors</b>	Mr Philip Vincent-Barwood Mr Sean Kerr Mr David Clarkson Mr David Daly Mr Michael Stapleford
<b>Company Number</b>	07984087
<b>Registered Office</b>	54 Broadway Accrington Lancashire BB5 1EW
<b>Accountants</b>	Simple Accounting NW Ltd 4 Blackburn Road Accrington BB5 1HD

**Woody (Hyndburn) C.I.C.  
Company No. 07984087  
Directors' Report For The Year Ended 31 March 2019**

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The directors present their report and the financial statements for the year ended 31 March 2019.

**Statement of Directors' Responsibilities**

The directors present their report and accounts for the year ended 31st March 2019.

Woody was incorporated as a Community Interest Company (CIC) in March 2012. As part of the regulation surrounding CIC's we report each year to the Regulator as to how we have satisfied the 'Public Benefit' activities that we specified when we incorporated Woody. Below is a copy of the text from our CIC report for the year from April 2018 to March 2019.

To promote a sustainable woodland economy through the development of locally made wood products and the creation of markets

As in previous years we have continued to work solely within the local authority area of Hyndburn in East Lancashire. We have worked in Hyndburn woodlands with local volunteers and then made and sold products within a slightly wider area. We feel this demonstrates that there is the demand, capacity and ability to support a woodland economy on a district scale by working with local partners such as Hyndburn Borough Council, Lancashire County Council, The Prospects Foundation and local residents.

The benefits of this model include financial support and investment back into our local economy, training, skills and work experience for local residents and pro-active management of local woodlands to increase future yields. In order to achieve this we work alongside other organisations with complementary aims, demonstrating that there is a need for local woodland services.

During the year our income earned (£11,895) was made up of the following services and products; tree thinning (55% of income), firewood sales (21%) and benches (21%). The remaining 3% was made up of habitat homes and coppice products. Firewood sales totaled 25.5 full trailer loads (equivalent to 51 tonnes) to an ever increasing number of local residents.

To add value to woodlands through the promotion and protection of biodiversity.

As with all our major works, we are lucky enough to be able to tender for woodland management contracts from our local Hyndburn Borough and Lancashire County Councils who both try, within ever reducing budgets, to sensitively manage their woodlands to enhance the habitat value, encourage greater diversity and public use.

This financial year, unlike previous ones, was made up of lots of smaller thinning contracts on behalf of Hyndburn Borough Council in the winter months of 2018/19. Our largest contract was thinning the western woodland at Whinney Hill. This took 13 volunteer days and lasted between the last week of October 2018 until the first day of February 2019. This was followed with a small contract to thin the small woodland off Bolton Avenue in Huncoat. Following this we ended the financial year with three small thinning jobs at Clayton Forest Park, the Adventure Hyndburn woodland in Church and Lower Barnes Street in Clayton-le-Moors.

All of these contracts were to promote diversity within existing and under-managed woodlands. All of the sites had been planted within the last 30 years and were in dire need of thinning in order to favour the stronger trees and to vary the species mix. With Ash dieback an ongoing and impending threat to our woodlands the local Council is now taking pro-active measures to diversify species within their woodlands during thinning. Clayton Forest Park is a prime example whereby we thinned the ash plantation and created glades in which other native trees have subsequently been planted by volunteers.

As per last year our volunteers also visited woodlands (Abbott Clough & Huncoat East) to help remove the invasive Himalayan Balsam which dominates if left unchecked.

Finally, we continued to process Larch trees felled at Hollins woodland in Baxenden in order to make bird, bat, owl and hedgehog homes that are then installed in the woodlands we thin. Through feedback with site users and our own observations, we know that these habitat homes are in use very soon after installation. As most of the woodlands we thin are relatively young, it is important that we provide nesting sites, such as boxes, that mimic holes that are usually found on much older trees.

To manage, protect and enhance the amenity value of woodlands in Hyndburn for healthy lifestyles.

As in previous years all our work was conducted in woodlands that are held in public ownership, either by Hyndburn Borough Council or Lancashire County Council. This means that the public has open access to use the woodlands and this is actively encouraged by both Councils. The works that we undertook during the year were primarily for the benefit of the woodland habitat but we feel also help to contribute to an overall woodland environment that is more pleasant and welcoming for the general public.

**Woody (Hyndburn) C.I.C.  
Directors' Report (continued)  
For The Year Ended 31 March 2019**

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During the year we worked in the following woodlands; Whinney Hill, Abbott Clough & Huncoat East owned by Lancashire County Council and Hollins, Clayton Forest Park, West Accrington Recreation Corridor, Plantation House, Lower Barnes Street, Bolton Avenue owned by Hyndburn Borough Council. We also worked in the Adventure Hyndburn woodland as well as installing seating benches at St. Charles Primary School and Piggy Park Community Garden in Rishton and the Great Harwood Showground.

As can be seen from the above, all our work is focused around the enhancement and management of woodlands, almost entirely with public access. In addition to this we plant trees, install benches for people to use, install habitat homes to encourage wildlife and help remove invasive species. All of which is carried out by local volunteers who benefit from physical activity and socialising with others.

To work with volunteers, the community and partner agencies to protect enhance and create sustainably managed woodlands

As in previous years we worked entirely with volunteers. This involved a core team now of 18 dedicated volunteers and was supplemented, as and when required, by more volunteers including volunteers from the Prospects Foundation's Monday & Tuesday Conservation Groups, to whom we are very thankful.

**Volunteer training**

As in previous years we held a chainsaw course for four volunteers in November 2018. The course was held at Whinney Hill woodland in Accrington which is owned by the County Council and this also coincided with Woody thinning the woodland as well. This year the training was run by Dave Padley and lasted for 4 days. The course cost around £1,500 and is funded through our own resources.

**Volunteer hours**

We record our volunteer activity and during the financial year we recorded that there were 490 volunteer appearances involving 18 volunteers spending a total of 2,459 hours supporting Woody over 50 work days plus extra Woody Wednesday Evenings, firewood deliveries, site visits, training and meetings. This is a conservative amount as we know our volunteers do more than this without recording their time. Based on a Volunteer England rate of £13.90 per hour this totals £34,177 of volunteer support during 2018/19.

As ever, we are extremely grateful to our volunteers and we try to reward them whenever possible. One way of doing this is by providing personal protection equipment, chainsaw training courses and a Christmas meal. During the year this cost us £3,151.

**Grant funding & support**

During the year we continued to receive support from the Plunkett Foundation's 'Making Local Woods Work' programme. The aim of the programme is to give advice, support and networking opportunities to community woodland enterprises in order that each can learn and grow. In June we visited a couple of social enterprises in the Bradford area, including Bradford Environmental Action Trust (BEAT) and Inspired Neighbourhoods CIC. We would like to thank the Plunkett Foundation for their support during the year.

**Donations**

During the financial year the directors of Woody agreed to make a donation of £10,000 to The Prospects Foundation (Charity No. 1076541). The Prospects Foundation is also the Asset Lock body as per our articles of association.

As per our CIC 36 Form (Declaration on Formation of a Community Interest Company) we stated that if the company makes any surplus it will be used for: Woodland development and woodland creation projects in the Borough of Hyndburn. Also volunteer training and engagement activities linked to woodland projects in the Borough of Hyndburn.

The decision to make the donation to The Prospects Foundation was based on the understanding that the funds be used towards the Charity's intended purpose of securing 8 woodlands from Lancashire County Council that are under threat. Prospects is working to secure long leases on the 8 woodlands with the aim of promoting greater volunteer use and management of the woodlands.

**Insurance**

We continued our cover with Zurich Insurance as this allows us to provide personal accident cover for our volunteers.

**Management Support**

Woody continued to contribute towards the cost of the support it receives from the Prospects Foundation's Charity Manager post. The support received is in terms of tender processes, liaison with Hyndburn Borough Council and Lancashire County Councils, organising payments and income, purchasing goods, management and annual accounts, monitoring, work-day co-ordination, risk assessments, co-ordination of volunteers, annual returns and reports.

**Woody (Hyndburn) C.I.C.  
Directors' Report (continued)  
For The Year Ended 31 March 2019**

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**Directors**

The directors who held office during the year were as follows:

Mr Philip Vincent-Barwood

Mr Sean Kerr

Mr David Clarkson

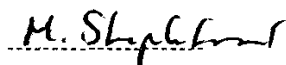
Mr David Daly

Mr Michael Stapleford

**Small Company Rules**

This report has been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

On behalf of the board



**Mr Michael Stapleford**

~~15 November 2019~~

10<sup>th</sup> December 2019

**Woody (Hyndburn) C.I.C.  
Accountants' Report  
For The Year Ended 31 March 2019**

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In accordance with the engagement letter dated , and in order to assist you to fulfil your duties under the Companies Act 2006, we have compiled the financial statements of the company from the accounting records and information and explanations you have given to us.

This report is made to the directors in accordance with the terms of our engagement. Our work has been undertaken to prepare for approval by the directors the financial statements that we have been engaged to compile, to report to the directors that we have done so, and to state those matters that we have agreed to state to them in this report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Company and the Company's directors for our work or for this report.

You have acknowledged on the balance sheet as at year ended 31 March 2019 your duty to ensure that the company has kept proper accounting records and to prepare financial statements that give a true and fair view under the Companies Act 2006. You consider that the company is exempt from the statutory requirement for an audit for the year.

We have not been instructed to carry out an audit of the financial statements. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the financial statements.

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**Simple Accounting NW Ltd**

**12 September 2019**

Simple Accounting NW Ltd

4 Blackburn Road  
Accrington  
BB5 1HD

**Woody (Hyndburn) C.I.C.  
Profit and Loss Account  
For The Year Ended 31 March 2019**

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	Notes	2019 £	2018 £
<b>TURNOVER</b>		11,895	11,701
Cost of sales		<u>(2,930)</u>	<u>(1,045)</u>
<b>GROSS PROFIT</b>		8,965	10,656
Administrative expenses		<u>(15,406)</u>	<u>(11,594)</u>
<b>OPERATING LOSS AND LOSS FOR THE FINANCIAL YEAR</b>		<u><u>(6,441)</u></u>	<u><u>(938)</u></u>

The notes on pages 9 to 10 form part of these financial statements.



**Woody (Hyndburn) C.I.C.  
Balance Sheet  
As at 31 March 2019**

		<b>2019</b>		<b>2018</b>	
	<b>Notes</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>FIXED ASSETS</b>					
Tangible Assets	<b>3</b>		442		-
			442		-
<b>CURRENT ASSETS</b>					
Debtors	<b>4</b>	7,623		5,971	
Cash at bank and in hand		4,956		14,685	
		12,579		20,656	
<b>Creditors: Amounts Falling Due Within One Year</b>	<b>5</b>	(921)		(2,115)	
<b>NET CURRENT ASSETS (LIABILITIES)</b>			11,658		18,541
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			12,100		18,541
<b>NET ASSETS</b>			12,100		18,541
Profit and Loss Account			12,100		18,541
<b>SHAREHOLDERS' FUNDS</b>			12,100		18,541

For the year ending 31 March 2019 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

**Directors' responsibilities:**

- The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.
- These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

On behalf of the board

*M. Stapleford*

**Mr Michael Stapleford**

~~13 September 2019~~

10<sup>th</sup> December 2019

**Woody (Hyndburn) C.I.C.  
Balance Sheet (continued)  
As at 31 March 2019**

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The notes on pages 9 to 10 form part of these financial statements.

**Woody (Hyndburn) C.I.C.  
Notes to the Financial Statements  
For The Year Ended 31 March 2019**

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**1. Accounting Policies**

**1.1. Basis of Preparation of Financial Statements**

The financial statements are prepared under the historical cost convention and in accordance with the FRS 102 Section 1A Small Entities - The Financial Reporting Standard applicable in the UK and Republic of Ireland and the Companies Act 2006.

**1.2. Turnover**

Turnover is measured at the fair value of the consideration received or receivable, net of discounts and value added taxes. Turnover includes revenue earned from the sale of goods and from the rendering of services. Turnover is reduced for estimated customer returns, rebates and other similar allowances.

**Sale of goods**

Turnover from the sale of goods is recognised when the significant risks and rewards of ownership of the goods has transferred to the buyer. This is usually at the point that the customer has signed for the delivery of the goods.

**Rendering of services**

Turnover from the rendering of services is recognised by reference to the stage of completion of the contract. The stage of completion of a contract is measured by comparing the costs incurred for work performed to date to the total estimated contract costs. Turnover is only recognised to the extent of recoverable expenses when the outcome of a contract cannot be estimated reliably.

**1.3. Tangible Fixed Assets and Depreciation**

Tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. Depreciation is provided at rates calculated to write off the cost of the fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Plant & Machinery	20%
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**2. Average Number of Employees**

Average number of employees, including directors, during the year was as follows: 5

**3. Tangible Assets**

	<b>Plant &amp; Machinery £</b>
<b>Cost</b>	
As at 1 April 2018	12,431
Additions	552
As at 31 March 2019	<u>12,983</u>
<b>Depreciation</b>	
As at 1 April 2018	12,431
Provided during the period	110
As at 31 March 2019	<u>12,541</u>
<b>Net Book Value</b>	
As at 31 March 2019	<u>442</u>
As at 1 April 2018	<u>-</u>

**Woody (Hyndburn) C.I.C.**  
**Notes to the Financial Statements (continued)**  
**For The Year Ended 31 March 2019**

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**4. Debtors**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
<b>Due within one year</b>		
Trade debtors	6,960	5,971
Prepayments and accrued income	663	-
	<u>7,623</u>	<u>5,971</u>

**5. Creditors: Amounts Falling Due Within One Year**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Trade creditors	502	1,708
Accruals and deferred income	419	407
	<u>921</u>	<u>2,115</u>

**6. General Information**

Woody (Hyndburn) C.I.C. is a private company, limited by shares, incorporated in England & Wales, registered number 07984087. The registered office is 54 Broadway, Accrington, Lancashire, BB5 1EW.

**Woody (Hyndburn) C.I.C.  
Trading Profit and Loss Account  
For The Year Ended 31 March 2019**

	<b>2019</b>		<b>2018</b>	
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>TURNOVER</b>				
Income		11,895		11,701
<b>COST OF SALES</b>				
Purchases	1,783		1,110	
Volunteer expenses	486		143	
Subcontractor costs	-		(208)	
Leasing and hire of plant and machinery	661		-	
		(2,930)		(1,045)
<b>GROSS PROFIT</b>		8,965		10,656
<b>Administrative Expenses</b>				
Staff training	-		1,877	
Protective clothing	1,190		2,617	
Repairs and maintenance	281		190	
Small equipment expensed	456		807	
Insurance	57		676	
Printing, postage and stationery	153		50	
Accountancy fees	419		407	
Management fees	2,658		2,771	
Charitable donations	10,000		-	
Depreciation	110		1,571	
Sundry expenses	82		628	
		(15,406)		(11,594)
<b>OPERATING LOSS AND LOSS FOR THE FINANCIAL YEAR</b>		(6,441)		(938)

# CIC 34

## Community Interest Company Report

**For official use**  
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*Please complete in typescript, or in bold black capitals.*

**Company Name in full**

Woody (Hyndburn) C.I.C.

**Company Number**

07984087

**Year Ending**

31<sup>st</sup> March 2019

Please ensure the company name is consistent with the company name entered on the accounts.

This template illustrates what the Regulator of Community Interest Companies considers to be best practice for completing a simplified community interest company report. All such reports must be delivered in accordance with section 34 of the Companies (Audit, Investigations and Community Enterprise) Act 2004 and contain the information required by Part 7 of the Community Interest Company Regulations 2005. For further guidance see chapter 8 of the Regulator's guidance notes and the alternate example provided for a more complex company with more detailed notes.

(N.B. A Filing Fee of £15 is payable on this document. Please enclose a cheque or postal order payable to Companies House)

### **PART 1 - GENERAL DESCRIPTION OF THE COMPANY'S ACTIVITIES AND IMPACT**

In the space provided below, please insert a general account of the company's activities in the financial year to which the report relates, including a description of how they have benefited the community.

#### **To promote a sustainable woodland economy through the development of locally made wood products and the creation of markets**

As in previous years we have continued to work solely within the local authority area of Hyndburn in East Lancashire. We have worked in Hyndburn woodlands with local volunteers and then made and sold products within a slightly wider area. We feel this demonstrates that there is the demand, capacity and ability to support a woodland economy on a district scale by working with local partners such as Hyndburn Borough Council, Lancashire County Council, The Prospects Foundation and local residents.

The benefits of this model include financial support and investment back into our local economy, training, skills and work experience for local residents and pro-active management of local woodlands to increase future yields. In order to achieve this we work alongside other organisations with complementary aims, demonstrating that there is a need for local woodland services.

**CONTINUED ON CONTINUATION SHEET 1**

*(Please continue on separate continuation sheet if necessary.)*

# CIC 34

## CONTINUATION SHEET

*Please  
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capitals.*

**Company Name in  
full**

Woody (Hyndburn) CIC

**Company Number**

07984087

**Year Ending**

31<sup>st</sup> March 2019

**PLEASE CLEARLY INDICATE THE PART YOU ARE CONTINUING HERE**

**CONTINUATION SHEET 1**

**PART 1 - GENERAL DESCRIPTION OF THE COMPANY'S ACTIVITIES AND IMPACT**

**\*\*\* TO PROMOTE A SUSTAINABLE WOODLAND ECONOMY THROUGH THE DEVELOPMENT OF LOCALLY MADE WOOD PRODUCTS AND THE CREATION OF MARKETS \*\*\***

During the year our income earned (£11,895) was made up of the following services and products; tree thinning (55% of income), firewood sales (21%) and benches (21%). The remaining 3% was made up of habitat homes and coppice products. Firewood sales totaled 25.5 full trailer loads (equivalent to 51 tonnes) to an ever increasing number of local residents.

**\*\*\* TO ADD VALUE TO WOODLANDS THROUGH THE PROMOTION AND PROTECTION OF BIODIVERSITY \*\*\*.**

As with all our major works, we are lucky enough to be able to tender for woodland management contracts from our local Hyndburn Borough and Lancashire County Councils who both try, within ever reducing budgets, to sensitively manage their woodlands to enhance the habitat value, encourage greater diversity and public use.

This financial year, unlike previous ones, was made up of lots of smaller thinning contracts on behalf of Hyndburn Borough Council in the winter months of 2018/19. Our largest contract was thinning the western woodland at Whinney Hill. This took 13 volunteer days and lasted between the last week of October 2018 until the first day of February 2019. This was followed with a small contract to thin the small woodland off Bolton Avenue in Huncoat. Following this we ended the financial year with three small thinning jobs at Clayton Forest Park, the Adventure Hyndburn woodland in Church and Lower Barnes Street in Clayton-le-Moors.

All of these contracts were to promote diversity within existing and under-managed woodlands. All of the sites had been planted within the last 30 years and were in dire need of thinning in order to favour the stronger trees and to vary the species mix. With Ash dieback an ongoing and impending threat to our woodlands the local Council is now taking pro-active measures to diversify species within their woodlands during thinning.

**CONTINUED ON CONTINUATION SHEET 2**

# CIC 34

## CONTINUATION SHEET

*Please  
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**Company Name in  
full**

Woody (Hyndburn) CIC

**Company Number**

07984087

**Year Ending**

31<sup>st</sup> March 2019

**PLEASE CLEARLY INDICATE THE PART YOU ARE CONTINUING HERE**  
**CONTINUATION SHEET 2**

**PART 1 - GENERAL DESCRIPTION OF THE COMPANY'S ACTIVITIES AND IMPACT**

**\*\*\* TO ADD VALUE TO WOODLANDS THROUGH THE PROMOTION AND PROTECTION OF BIODIVERSITY \*\*\***

Clayton Forest Park is a prime example whereby we thinned the ash plantation and created glades in which other native trees have subsequently been planted by volunteers.

As per last year our volunteers also visited woodlands (Abbott Clough & Huncoat East) to help remove the invasive Himalayan Balsam which dominates if left unchecked.

Finally, we continued to process Larch trees felled at Hollins woodland in Baxenden in order to make bird, bat, owl and hedgehog homes that are then installed in the woodlands we thin. Through feedback with site users and our own observations, we know that these habitat homes are in use very soon after installation. As most of the woodlands we thin are relatively young, it is important that we provide nesting sites, such as boxes, that mimic holes that are usually found on much older trees.

**\*\*\* TO MANAGE, PROTECT AND ENHANCE THE AMENITY VALUE OF WOODLANDS IN HYNDBURN FOR HEALTHY LIFESTYLES \*\*\***

As in previous years all our work was conducted in woodlands that are held in public ownership, either by Hyndburn Borough Council or Lancashire County Council. This means that the public has open access to use the woodlands and this is actively encouraged by both Councils. The works that we undertook during the year were primarily for the benefit of the woodland habitat but we feel also help to contribute to an overall woodland environment that is more pleasant and welcoming for the general public.

During the year we worked in the following woodlands; Whinney Hill, Abbott Clough & Huncoat East owned by Lancashire County Council and Hollins, Clayton Forest Park, West Accrington Recreation Corridor, Plantation House, Lower Barnes Street, Bolton Avenue owned by Hyndburn Borough Council.

CONTINUED ON CONTINUATION SHEET 3



# CIC 34

## CONTINUATION SHEET

*Please  
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**Company Name in  
full**

Woody (Hyndburn) CIC

**Company Number**

07984087

**Year Ending**

31<sup>st</sup> March 2019

### **PLEASE CLEARLY INDICATE THE PART YOU ARE CONTINUING HERE**

#### **CONTINUATION SHEET 3**

#### **PART 1 - GENERAL DESCRIPTION OF THE COMPANY'S ACTIVITIES AND IMPACT**

**\*\*\* TO MANAGE, PROTECT AND ENHANCE THE AMENITY VALUE OF WOODLANDS IN HYNDBURN FOR HEALTHY LIFESTYLES \*\*\***

We also worked in the Adventure Hyndburn woodland as well as installing seating benches at St. Charles Primary School and Piggy Park Community Garden in Rishton and the Great Harwood Showground.

As can be seen from the above, all our work is focused around the enhancement and management of woodlands, almost entirely with public access. In addition to this we plant trees, install benches for people to use, install habitat homes to encourage wildlife and help remove invasive species. All of which is carried out by local volunteers who benefit from physical activity and socialising with others.

**\*\*\* TO WORK WITH VOLUNTEERS, THE COMMUNITY AND PARTNER AGENCIES TO PROTECT, ENHANCE AND CREATE SUSTAINABLY MANAGED WOODLANDS \*\*\***

As in previous years we worked entirely with volunteers. This involved a core team now of 18 dedicated volunteers and was supplemented, as and when required, by more volunteers including volunteers from the Prospects Foundation's Monday & Tuesday Conservation Groups, to whom we are very thankful.

As in previous years we held a chainsaw course for four volunteers in November 2018. The course was held at Whinney Hill woodland in Accrington which is owned by the County Council and this also coincided with Woody thinning the woodland as well. This year the training was run by Dave Padley and lasted for 4 days. The course cost around £1,500 and is funded through our own resources.

**CONTINUED ON CONTINUATION SHEET 4**

# CIC 34

## CONTINUATION SHEET

*Please  
complete in  
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in bold black  
capitals.*

**Company Name in  
full**

Woody (Hyndburn) CIC

**Company Number**

07984087

**Year Ending**

31<sup>st</sup> March 2019

**PLEASE CLEARLY INDICATE THE PART YOU ARE CONTINUING HERE**  
**CONTINUATION SHEET 4**

**PART 1 - GENERAL DESCRIPTION OF THE COMPANY'S ACTIVITIES AND IMPACT**

**\*\*\* TO WORK WITH VOLUNTEERS, THE COMMUNITY AND PARTNER AGENCIES TO  
PROTECT, ENHANCE AND CREATE SUSTAINABLY MANAGED WOODLANDS \*\*\***

We record our volunteer activity and during the financial year we recorded that there were 490 volunteer appearances involving 18 volunteers spending a total of 2,459 hours supporting Woody over 50 work days plus extra Woody Wednesday Evenings, firewood deliveries, site visits, training and meetings. This is a conservative amount as we know our volunteers do more than this without recording their time. Based on a Volunteer England rate of £13.90 per hour this totals £34,177 of volunteer support during 2018/19.

As ever, we are extremely grateful to our volunteers and we try to reward them whenever possible. One way of doing this is by providing personal protection equipment, chainsaw training courses and a Christmas meal. During the year this cost us £3,151.

**ENDS**

**PART 2 – CONSULTATION WITH STAKEHOLDERS** – Please indicate who the company's stakeholders are; how the stakeholders have been consulted and what action, if any, has the company taken in response to feedback from its consultations? If there has been no consultation, this should be made clear.

There were no consultations made during the year to March 2019.

*(If applicable, please just state "A social audit report covering these points is attached").*

**PART 3 – DIRECTORS' REMUNERATION** – if you have provided full details in your accounts you need not reproduce it here. Please clearly identify the information within the accounts and confirm that, "There were no other transactions or arrangements in connection with the remuneration of directors, or compensation for director's loss of office, which require to be disclosed" (See example with full notes). If no remuneration was received you must state that "no remuneration was received" below.

During the period quarterly payments totalling £2,658 were made from Woody (Hyndburn) CIC to the Prospects Foundation (Charity Reg. 1076541) to contribute towards support received by the Charity Manager (Michael Stapleford) who is also a director of Woody (Hyndburn) CIC.

This support relates to the administration, governance, securing grant funding, securing contracts & tenders, developing the business, health & safety and volunteer support of Woody (Hyndburn) CIC. This support is estimated at half a day a week (3.70 hours a week) and is based on a reduced rate salary of £25,000 per annum for 37 hours per week.

An agreement is in place between Woody (Hyndburn) CIC and the Prospects Foundation to continue to make quarterly payments, in arrears, for this ongoing support, based on the above formula. This payment goes directly towards the salary costs of the Charity Manager at Prospects for continuation of this support until agreed otherwise.

This amount, totalling £2,658, is shown in the Profit and Loss Account of the annual accounts under the title 'Management Fees'.

A donation of £10,000 was also made during the year to the Prospects Foundation (Reg. Charity Number 1076541) as a contribution towards their work to take on the community management of 8 x Lancashire County Council woodlands across Hyndburn.

**PART 4 – TRANSFERS OF ASSETS OTHER THAN FOR FULL CONSIDERATION** – Please insert full details of any transfers of assets other than for full consideration e.g. Donations to outside bodies. If this does not apply you must state that "no transfer of assets other than for full consideration has been made" below.

No transfer of assets other than for full consideration has been made.

*(Please continue on separate continuation sheet if necessary.)*

## PART 5 – SIGNATORY

**The original report must be signed by a director or secretary of the company**

Signed

M. Stapleford

Date

11/12/2019

*Office held (delete as appropriate) Secretary*

You do not have to give any contact information in the box opposite but if you do, it will help the Registrar of Companies to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record.

Mike Stapleford, Woody (Hyndburn) CIC,	
c/o Prospects Environment Centre, 54 Broadway,	
Accrington, Lancashire, BB5 1EW	
Tel: 01254-230348	
DX Number	DX Exchange

**When you have completed and signed the form, please attach it to the accounts and send both forms by post to the Registrar of Companies at:**

*For companies registered in England and Wales:* Companies House, Crown Way, Cardiff, CF14 3UZ  
DX 33050 Cardiff

*For companies registered in Scotland:* Companies House, 4<sup>th</sup> Floor, Edinburgh Quay 2, 139  
Fountainbridge, Edinburgh, EH3 9FF DX 235 Edinburgh or LP – 4 Edinburgh 2

*For companies registered in Northern Ireland:* Companies House, 2nd Floor, The Linenhall, 32-38  
Linenhall Street, Belfast, BT2 8BG

The accounts and CIC34 **cannot** be filed online

(N.B. Please enclose a cheque for £15 payable to Companies House)