

**WOODY (HYNDBURN) C.I.C.
DIRECTORS' REPORT AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020**

Simple Accounting NW Ltd

4-4a Blackburn Road
Accrington
BB5 1HD

**Woody (Hyndburn) C.I.C.
Financial Statements
For The Year Ended 31 March 2020**

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**Woody (Hyndburn) C.I.C.
Company Information
For The Year Ended 31 March 2020**

Directors	Mr David Clarkson Mr David Daly Mr Sean Kerr Mr Michael Stapleford Mr Philip Vincent-Barwood Mr Edward Copeland Mr Gordon Sudworth
Company Number	07984087
Registered Office	54 Broadway Accrington Lancashire BB5 1EW
Accountants	Simple Accounting NW Ltd 4-4a Blackburn Road Accrington BB5 1HD

Woody (Hyndburn) C.I.C.
Company No. 07984087
Directors' Report For The Year Ended 31 March 2020

The directors present their report and the financial statements for the year ended 31 March 2020.

Statement of Directors' Responsibilities

The directors present their report and accounts for the year ended 31st March 2020.

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 2019 to March 2020.

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

As we have always done, we continue to work solely within the local authority area of Hyndburn in East Lancashire. During the year we worked in Hyndburn woodlands with local volunteers and then made and sold products to customers primarily within Hyndburn, but with a small number also in adjoining districts. 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.

We all feel that the benefits of this local model includes financial support and investment going back into our local economy; training, skills, work experience and mental wellbeing 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 was £15,121 and was made up of the following services and products; woodland & tree thinning (74% of our income), firewood sales (13%), footpath works (7%) and making habitat homes (4%). The remaining 2% included installing benches and selling larch as cladding. Our firewood sales totaled 23 full trailer loads (equivalent to 46 tonnes) to our regular local customers. These firewood sales also help to replace, primarily fossil fuel, heating.

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.

As with the previous financial year this was a year of numerous small contracts across many different woodland sites. Overall we worked on 13 sites and examples of the type of work undertaken includes 12 days installing a large flight of steps at Whinney Hill, 10 days thinning and extracting Larch from Clayton Forest Park, 5 days thinning Larch and planking at Hollins woodland, 5 days pre-emptive safety felling along the Woodnook Vale cycleway and 3 days thinning at Burnley Road 'Rec'. In addition we interspersed these jobs with odd days balsam bashing on sites, coppice regeneration, removing tree guards and chipping brush.

All of the works were based around increasing the diversity of tree species within the woodlands or helping to improve access for the public. The vast majority of the sites we worked in were planted within the last 30-40 years and most are in desperate need of thinning in order to favour the stronger trees and to help vary the species mix. With Ash dieback now found in most Hyndburn woodlands the local Council is taking pro-active measures to diversify species within their woodlands in order to mitigate the impact this disease will create over the coming years.

Finally, we continue 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;

- Lancashire County Council sites - Whinney Hill, Woodnook Vale cycleway and Huncoat East; and

...CONTINUED

**Woody (Hyndburn) C.I.C.
Directors' Report (continued)
For The Year Ended 31 March 2020**

Statement of Directors' Responsibilities - continued

• Hyndburn Borough Council sites – Hollins Woodland, Clayton Forest Park, West Accrington Recreation Corridor, Burnley Road Recreation Ground, Rothwell Heights Forest School, Lower Barnes Street woodland, Bolton Avenue woodland and Spout House woodland.

In addition, we also worked at Foxhill Bank Nature Reserve in Oswaldtwistle which is managed by Lancashire Wildlife Trust.

As can be seen from the above, all our work is focused around the enhancement and management of woodlands, almost entirely with complete 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 20 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 hours

We record our volunteer activity and during the financial year we recorded that there were 398 volunteer appearances involving 20 volunteers spending a total of 2,226 hours supporting Woody over 49 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 £30,941 of volunteer support during 2019/20.

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.

Donations

During the financial year the directors of Woody agreed to make a donation of £7,500 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 to support the charity with it's ongoing ambition to improve woodlands and their associated habitats in Hyndburn.

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 2020**

Directors

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

Mr David Clarkson

Mr David Daly

Mr Sean Kerr

Mr Michael Stapleford

Mr Philip Vincent-Barwood

Mr Edward Copeland

Mr Gordon Sudworth

APPOINTED 20/01/2020

APPOINTED 10/03/2020

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

.....
M. Stapleford

Mr Michael Stapleford

Director

9 December 2020

**Woody (Hyndburn) C.I.C.
Accountants' Report
For The Year Ended 31 March 2020**

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 2020 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.



Simple Accounting NW Ltd

9 December 2020

Simple Accounting NW Ltd

4-4a Blackburn Road
Accrington
BB5 1HD

**Woody (Hyndburn) C.I.C.
Profit and Loss Account
For The Year Ended 31 March 2020**

	2020	2019
	£	£
TURNOVER	15,121	11,895
Cost of raw materials and consumables	(2,503)	(2,269)
Staff costs	(192)	(1,190)
Depreciation and other amounts written off assets	(110)	(110)
Other charges	(12,723)	(14,767)
	<hr/>	<hr/>
NET LOSS	<u>(407)</u>	<u>(6,441)</u>

**Woody (Hyndburn) C.I.C.
Balance Sheet
As at 31 March 2020**

	2020	2019
	£	£
Fixed assets	332	442
Current assets	11,658	11,916
Prepayments and accrued income	647	663
Creditors: Amounts Falling Due Within One Year	(513)	(502)
NET CURRENT ASSETS	<u>11,792</u>	<u>12,077</u>
TOTAL ASSETS LESS CURRENT LIABILITIES	<u>12,124</u>	<u>12,519</u>
Accruals and deferred income	(431)	(419)
NET ASSETS	<u>11,693</u>	<u>12,100</u>
CAPITAL AND RESERVES	<u>11,693</u>	<u>12,100</u>

Notes

1. Average Number of Employees

Average number of employees, including directors, during the year was as follows: 7 (2019: 5)

2. General Information

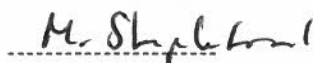
Woody (Hyndburn) C.I.C. is a private company, limited by shares, incorporated in England & Wales, registered number 07984087. The registered office is 54 Broadway, Accrington, Lancashire, BB5 1EW.

For the year ending 31 March 2020 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 micro-entity provisions.

On behalf of the board



Mr Michael Stapleford

Director

16 November 2020

**Woody (Hyndburn) C.I.C.
Trading Profit and Loss Account
For The Year Ended 31 March 2020**

	2020		2019	
	£	£	£	£
TURNOVER				
Income		15,121		11,895
COST OF RAW MATERIALS AND CONSUMABLES				
Purchases	2,246		1,783	
Volunteer expenses	257		486	
		(2,503)		(2,269)
STAFF COSTS				
Protective clothing	192		1,190	
		(192)		(1,190)
DEPRECIATION AND OTHER AMOUNTS WRITTEN OFF ASSETS				
Depreciation	110		110	
		(110)		(110)
OTHER CHARGES				
<i>Other direct costs:</i>				
Leasing and hire of plant and machinery	230		661	
<i>Premises expenses:</i>				
Repairs and maintenance	250		281	
<i>General administration costs:</i>				
Small equipment expensed	805		456	
Insurance	721		57	
Printing, postage and stationery	23		153	
Accountancy fees	431		419	
Management fees	2,730		2,658	
Charitable donations	7,500		10,000	
Sundry expenses	33		82	
	12,243		13,825	
		(12,723)		(14,767)
NET LOSS		(407)		(6,441)

CIC 34

Community Interest Company Report

For official use
(Please leave blank)

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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

(31/03/20)

(The date format is required in full)

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 we have always done, we continue to work solely within the local authority area of Hyndburn in East Lancashire. During the year we worked in Hyndburn woodlands with local volunteers and then made and sold products to customers primarily within Hyndburn, but with a small number also in adjoining districts. 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.

Continued on Continuation Sheet 1

(Please continue on separate continuation sheet if necessary.)

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 2020.

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 year to 31st March 2020 payments totalling £2,730 were made from Woody (Hyndburn) C.I.C. to the Prospects Foundation (Charity Reg. 1076541) to contribute towards support received by the C.I.C. from the Charity Manager of Prospects (Michael Stapleford) who is also a director of Woody (Hyndburn) CIC.

This support relates to the administration, governance, securing of grant funding, securing of contracts & tenders, developing the business, health & safety and organisation of 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. The £25,000 has been subject to an annual inflation increase of 3%, i.e. £2,500, then £2,575, then £2,652 last year and £2,730 this year.

An agreement is in place between Woody (Hyndburn) C.I.C. 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 £2,730, is shown in the Profit and Loss Account of the annual accounts under the title 'Management Fees'.

A donation of £7,500 was also agreed by the directors at their meeting on 10th December 2019. The donation was made to the Prospects Foundation (Reg. Charity Number 1076541) as a contribution towards their woodland management work in 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 (Please note this must be a live signature)

(DD/MM/YY)

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

Signed

M. Stapleford

Date

11/01/21

Please note that it is a legal requirement for the date format to be provided in full throughout the CIC34 report.

Applications will be rejected if this information is incorrect.

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.

Michael 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, 4th 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

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

CIC 34

CONTINUATION SHEET 1

Please complete in typescript, or in bold black capitals.

Company Name in full

Woody (Hyndburn) C.I.C.

Company Number

07984087

Year Ending

(31/03/20)

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

We all feel that the benefits of this local model includes financial support and investment going back into our local economy; training, skills, work experience and mental wellbeing 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 was £15,121 and was made up of the following services and products; woodland & tree thinning (74% of our income), firewood sales (13%), footpath works (7%) and making habitat homes (4%). The remaining 2% included installing benches and selling larch as cladding. Out firewood sales totalled 23 full trailer loads (equivalent to 46 tonnes) to our regular local customers. These firewood sales also help to replace, primarily fossil fuel, heating.

TO ADD VALUE TO WOODLANDS THROUGH THE PROMOTION & 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.

As with the previous financial year this was a year of numerous small contracts across many different woodland sites. Overall we worked on 13 sites and examples of the type of work undertaken includes 12 days installing a large flight of steps at Whinney Hill, 10 days thinning and extracting Larch from Clayton Forest Park, 5 days thinning Larch and planking at Hollins woodland, 5 days pre-emptive safety felling along the Woodnook Vale cycleway and 3 days thinning at Burnley Road 'Rec'. In addition we interspersed these jobs with odd days balsam bashing on sites, coppice regeneration, removing tree guards and chipping brush.

CONTINUED ON CONTINUATION SHEET 2

CIC 34

CONTINUATION SHEET 2

Please complete in typescript, or in bold black capitals.

Company Name in full	Woody (Hyndburn) C.I.C.
Company Number	07984087
Year Ending	(31/03/20)

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

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

All of the works were based around increasing the diversity of tree species within the woodlands or helping to improve access for the public. The vast majority of the sites we worked in were planted within the last 30-40 years and most are in desperate need of thinning in order to favour the stronger trees and to help vary the species mix. With Ash dieback now found in most Hyndburn woodlands the local Council is taking pro-active measures to diversify species within their woodlands in order to mitigate the impact this disease will create over the coming years.

Finally, we continue 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.

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During the year we worked in the following woodlands;

- Lancashire County Council sites - Whinney Hill, Woodnook Vale cycleway and Huncoat East; and
- Hyndburn Borough Council sites – Hollins Woodland, Clayton Forest Park, West Accrington Recreation Corridor, Burnley Road Recreation Ground, Rothwell Heights Forest School, Lower Barnes Street woodland, Bolton Avenue woodland and Spout House woodland.

CONTINUED ON CONTINUATION SHEET 3

CIC 34

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Company Name in full	Woody (Hyndburn) C.I.C.
Company Number	07984087
Year Ending	(31/03/20)

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ENDS