

**Surrey Beekeepers' Association**

Registered Charity Number 1026386

**REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 SEPTEMBER 2020**

**BACKGROUND INFORMATION**

REGISTERED CHARITY NUMBER	1026386
CORRESPONDENCE ADDRESS	Ms J Hogarth SBKAInfo@gmail.com
TRUSTEES	Mr RJ Maurer (Chairman) Ms J Hogarth (Secretary) Mrs P McMahon (Treasurer) Mr D Read (Croydon) Ms D Middlecoat (Epsom) Ms R Mist (Farnham) Mr M Clarke (Guildford) Mr M Milner (Kingston) Mr R Bradfield (Reigate) Ms M Cooper (Weybridge) Retired 30 September 2020 Ms J Hunter (Weybridge) From 1 October 2020 Mr S Derry(Wimbledon)
PRINCIPAL BANKERS	CAF Bank Ltd. PO Box 289 Kings Hill West Malling Kent ME19 4TA
LEGAL ADVISORS	Dollman & Pritchard 8 The Square Caterham Surrey CR3 6XS
INDEPENDENT EXAMINER	Alexanders Chartered Accountants Abbey House, 25 Clarendon Road Redhill Surrey RH1 1QZ

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**TRUSTEES REPORT FOR THE YEAR ENDED 30 SEPTEMBER 2020**

**REFERENCE AND ADMINISTRATIVE INFORMATION**

The Association was founded in 1879, and is registered with the Charity Commission under charity number 1026386. The Trustees of the Association and professional advisors are listed on page 1.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

***Governing Document***

The Association is governed by its Constitution, which was adopted on 30 September 2008. Addenda to this Constitution were passed on 5 December 2009, 5 March 2010 and 3 December 2011.

***Governing Bodies***

The structure of the Association consists of a Council and eight separate divisions with a total of over 900 members. These eight divisions are Croydon, Epsom, Kingston, Farnham, Guildford, Reigate, Weybridge and Wimbledon. The Council has eleven Trustees and a representative from each of the eight divisions. The Trustees comprise three appointed officers and one nominee from each division. Trustees are appointed or re-appointed annually at the Annual General Meeting.

***Organisational Management***

The Trustees of the Association are legally responsible for the overall management and control of the Association and meet at least three times a year. The work of implementing their policies is carried out largely by the eight divisional committees. The Show Committee, which organises the Association's participation in the annual Surrey County Show, meets at least twice a year. Council members are appointed at the Annual General Meeting to undertake administrative duties concerning education; examinations; technical; health and safety; archives and the website. Council members are also appointed to represent the Association at the British Beekeepers' Association's annual delegates meeting, the Bee Diseases Insurance annual general meeting and as a nominee at shareholder meetings of Bee Craft Limited.

***Risk Management***

The Trustees are responsible for the management of the operational and financial aspects of the Association.

***- Operational risk***

Divisions that have their own apiaries have procedures in place to promote safety to members, visitors and the general public. Procedures are continually reviewed to ensure that all beekeeping activities are conducted in a safe manner.

***- Financial risk***

The Association seeks to obtain the a reasonable return on its surplus funds whilst retaining flexibility of access should unforeseen expenditure arise. Surplus funds are placed on deposit and rates of return reviewed regularly to ensure that satisfactory market rates are obtained. For the longer term, the Association has invested in the low risk M&G Charifund for both income and capital growth which this investment normally provides.

**OBJECTIVES AND ACTIVITIES**

***Charitable Objects***

The objects of the Association, as set out in the Constitution, are to:

- (i) promote and further the craft of beekeeping in the County of Surrey;
- (ii) advance the education of the public in the environmental and economic importance of bees;
- (iii) as an Area Association of the British Beekeepers' Association, to render such assistance in the pursuit of its objectives as may be appropriate.

**TRUSTEES REPORT FOR THE YEAR ENDED 30 SEPTEMBER 2020 (continued)**

**OBJECTIVES AND ACTIVITIES (continued)**

*Charitable Activities*

When planning the activities of the Association, the Trustees consider the Charity Commission's guidance on public benefit. In carrying out its charitable objects, the Association undertakes a wide range of activities including classroom and apiary-based training courses, examination preparation, school visits, shows, talks, demonstrations, swarm collection services and public advisory help lines.

*Volunteers*

All activities are carried out by members on a voluntary basis. The Trustees thank them all for their commitment throughout the year.

**REVIEW OF ACHIEVEMENTS AND PERFORMANCE FOR THE YEAR**

2020 was a year like no other and along with all other charitable organisations the Association was deeply affected by the Coronavirus (Covid 19) pandemic. The Association went into lockdown when instructed to by the UK government and immediately suspended all face to face courses and events.

Although the Association was faced with having to implement major changes in the provision of its courses and events its membership remained strong and at 30 September 2020 totalled 1,068 (2019: 976). Wherever possible events and courses were moved online and during the year the divisions within SBKA organised 21 courses both in person and online with 345 attendees and 169 events.

All members of the Association are encouraged to the BBKA Beekeeping Examinations, however, these were also affected by the Coronavirus epidemic. In November 2019 4 SBKA members passed the modular examinations but the March 2020 and November 2020 modules were subsequently cancelled by the BBKA Examination Board.

The websites managed by the Association continued to offer the public comprehensive information and guidance on all aspects of bees and beekeeping including book lists, bee friendly flora and honey recipes.

Close liaison was maintained during the year with the Animal and Plant Health Agency (APHA) which includes the National Bee Unit (NBU). Within the NBU the Bee Inspectorate monitor the health of the honey bee population and raise awareness of best practice. The Trustees encouraged Association members to take advantage of the services offered by APHA especially BeeBase. This is a voluntary register of beekeepers, their apiaries and their colonies and offers online instruction in beekeeping.

**FINANCIAL REVIEW AND RESULTS FOR THE YEAR**

***Fundraising Performance***

The Association received donations of £26,123 (2019: £19,533). Of these, the Weybridge and Reigate divisions raised £22,950 towards the costs of their educational and apiary projects

***Financial Results 2020***

The operating surplus for the year was £10,727 (2019:£31,161). This was a decrease of £20,434 (2019: increase £13,814).

The major sources of income during the year were subscriptions £55,519 (2019: £48,413), course fees £27,959 (2019: £32,873), donations £26,123 (2019: £19,533) and honey and equipment sales £35,718 (2019: £37,865).

The Association's listed investments decreased in value by £2,384 (2019: increase of £2). In contrast there was a small increase in investment earnings in both dividends and bank interest.

Total expenditure increased by £18,938 from £134,480 in 2019 to £152,991 in 2020. This increase was predominantly due to an increase Apiary running expenses from £23,715 in 2019 to £41,775 in 2020.

**TRUSTEES REPORT FOR THE YEAR ENDED 30 SEPTEMBER 2020 (continued)**

***Reserves policy***

The Trustees seek to hold sufficient unrestricted reserves to cover any exceptional situation that might arise and ensure the full operating function of the divisions and the services which each provides to the community. Restricted funds are held to ensure that the monies raised for specific purposes are not diverted to other projects. At 30 September 2020, restricted funds totalled £7,235 (2019:£8,765) comprising £6,403 (2019: £7,333) for the Association's participation in the Surrey County Show together with other smaller balances for renewing trophies and honeybee research.

***Basis of Accounting***

The Financial Statements have been prepared in accordance with the accounting policies set out in the notes to the Financial Statements.

**FUTURE PLANS**

The Trustees will continue to place great emphasis on the education and training of members. A wide range of courses will be offered to the membership to broaden the skills base available within each division. More trainers will be available, particularly for the advanced courses.

Current and longer-term aims of the Association are affected by the Coronavirus crisis which has affected all the population including beekeepers. Surrey Beekeepers Association is continuing to invest in online training courses for members who are currently self-isolating and also expanding the online accessibility of the craft to members of the public within the communities served.

.....R J Maurer (Chairman)

.....P A McMahon (Treasurer)

22 July 2021

**Independent Examiner's report  
to the Trustees of Surrey Beekeepers' Association**

We report on the Accounts of the Association for the year ended 30 September 2020 set out on pages 6 to 12.

Your attention is drawn to the fact that the charity has prepared the Financial Statements in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities published on 16 July 2014, the Financial Reporting Standard for Smaller Entities (FRSSE) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has since been withdrawn.

We understand that this has been done in order for the Financial Statements to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

**Respective responsibilities of Trustees and Examiner**

The Charity's Trustees are responsible for the preparation of the Financial Statements. The Charity's Trustees consider that an audit is not required for this year under section 144 (2) of the Charities Act 2011 (the 2011 Act) and that an Independent Examination is needed.

It is our responsibility to:

- examine the Financial Statements under section 145 of the 2011 Charities Act,
- to follow the procedures laid down in the general Directions given by the Commission under section 145(5)(b) of the 2011 Act and
- to state whether particular matters have come to our attention.

**Basis of the Independent Examiner's statement**

Our 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 Financial Statements presented with those records. It also includes consideration of any unusual items or disclosures in the Financial Statements, and seeking explanations from you as 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 Financial Statements present a 'true and fair view' and the report is limited to those matters set out in the next statement.

**Independent Examiner's statement**

In connection with our examination, no matter has come to our attention

- (1) which gives us reasonable cause to believe that, in any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the 2011 Act and
  - to prepare Financial Statements which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
- (2) to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Date: 22 July 2021

Alexanders Chartered Accountants are registered to carry on audit work in the UK by the ICAEW

**STATEMENT OF FINANCIAL ACTIVITIES  
YEAR ENDED 30 SEPTEMBER 2020**

	<u>Notes</u>	<u>Unrestricted funds</u> £	<u>Restricted income funds</u> £	<u>2020</u> £	<u>2019</u> £
Incoming resources					
Incoming resources from generated funds					
Voluntary income	3	111,875	-	111,875	103,104
Activities for generating funds	4	50,906	-	50,906	61,672
Investment income	5	937	-	937	865
Total incoming resources		163,718	-	163,718	165,641
Resources expended					
Costs of Generating Funds					
Costs of generating voluntary income	6	45,001	-	45,001	42,000
Fundraising costs	7	36,249	930	37,179	41,021
Charitable activities	8	57,969	-	57,969	36,915
Support costs	9	12,842	-	12,842	14,544
Total resources expended		152,061	930	152,991	134,480
Net incoming resources before other recognised gains		11,657	(930)	10,727	31,161
Gains and (losses) on investment assets	12	(2,384)	-	(2,384)	2
Transfer of Special Reserve to General Fund		600	(600)	-	-
Net movement in funds		9,873	(1,530)	8,343	31,163
Total funds brought forward		393,497	8,765	402,262	371,099
Total funds carried forward		403,370	7,235	410,605	402,262

**BALANCE SHEET  
AS AT 30 SEPTEMBER 2020**

	<u>Notes</u>	<u>Unrestricted funds</u> £	<u>Restricted income funds</u> £	<u>2020</u> £	<u>2019</u> £
Fixed assets					
Tangible assets	11	159,776	-	159,776	170,958
Investments	12	10,763	-	10,763	13,223
<i>Total fixed assets</i>		170,539	-	170,539	184,181
Current assets					
Stock and work in progress		13,831	-	13,831	11,451
Debtors and prepayments	13	1,894	-	1,894	1,524
Cash at bank and in hand		274,063	7,235	281,298	265,514
<i>Total current assets</i>		289,788	7,235	297,023	278,489
Creditors: amounts falling due within one year	14	(56,957)	-	(56,957)	(60,408)
<i>Net current assets</i>		232,831	7,235	240,066	218,081
<i>Net assets</i>		403,370	7,235	410,605	402,262
Funds of the Charity					
Unrestricted funds		403,370	-	403,370	393,497
Restricted income funds	15	-	7,235	7,235	8,765
<i>Total funds</i>		403,370	7,235	410,605	402,262

..... R J Maurer *Chairman*

..... P McMahon *Treasurer*

22 July 2021

## Notes to the Financial Statements

For the year ended 30 September 2020

### 1. Accounting Policies

The following accounting policies have been complied with in preparing the financial statements:

#### Basis of Accounting

These financial statements have been prepared on the historic cost convention and going concern basis with the exception that investments are valued at market value. The Financial Statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities published on 16 July 2014, the Financial Reporting Standard for Smaller Entities (FRSSE), and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015. The Financial Statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure follows the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities published on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

#### Incoming Resources

- a) Income is recognised in the Statement of Financial Activities when the association becomes entitled to the resources, the Trustees are virtually certain they will receive the resources and the monetary value can be measured with sufficient reliability.
- b) Donated services are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the association is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the association of the service or facility received.
- c) Investment income is recorded when receivable.
- c) Gift Aid reclaimable on donations to the association is included with the amount received.

#### Expenditure and Liabilities

Expenditure is included in the financial statements on an accruals basis. Irrecoverable VAT is charged to the Statement of Financial Activities as incurred.

#### Assets

- a) Tangible fixed assets for use by the Association are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost.
  - Depreciation on buildings is charged on a straight line basis over 4-20 years.
  - Depreciation on equipment is charged on a straight line basis over 3-10 years.
- b) Quoted investments have been valued at market value at the balance sheet date. Other investment assets are included at Trustees' best estimate of market value.
- c) Unrealised and realised investment gains and losses are shown net in the Statement of Financial Activities.
- d) Stocks comprising equipment for resale are valued at the lower of cost or market value.

#### Restricted Funds

Restricted funds comprise donations received and other income held on trust to be applied for specific purposes.

### 2. Taxation

The association is a registered charity and accordingly is exempt from taxation on its income and gains where they are applied for charitable purposes.

### 3. Voluntary income

	<u>2020</u>	<u>2019</u>
	£	£
Subscriptions	55,519	48,413
Bee Diseases Insurance premiums	2,274	2,285
Course fees	27,959	32,873
Donations	26,123	19,533
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	111,875	103,104
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## Surrey Beekeepers' Association

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### Notes to the Financial Statements (continued)

For the year ended 30 September 2020

#### 4. Activities for generating funds

	<u>Unrestricted</u> <u>funds</u>	<u>Restricted</u> <u>income</u> <u>funds</u>	<u>2020</u>	<u>2019</u>
	£	£	£	£
Divisional equipment and honey sales	35,718	-	35,718	37,865
Shows	4,586	-	4,586	8,887
Hive and other equipment rental	2,132	-	2,132	1,676
Other activities	8,470	-	8,470	13,244
	<hr/>	<hr/>	<hr/>	<hr/>
	50,906	-	50,906	61,672
	<hr/>	<hr/>	<hr/>	<hr/>

#### 5. Investment income

	<u>2020</u>	<u>2019</u>
	£	£
Dividends on listed investments	499	505
Bank interest	438	360
	<hr/>	<hr/>
	937	865
	<hr/>	<hr/>

#### 6. Costs of generating voluntary income

	<u>2020</u>	<u>2019</u>
	£	£
Capitations to British Beekeepers Association	20,180	16,744
Subscriptions to Beecraft	18,284	18,815
Bee Diseases Insurance premiums	3,323	3,105
Newsletters	647	812
Miscellaneous	2,567	2,524
	<hr/>	<hr/>
	45,001	42,000
	<hr/>	<hr/>

#### 7. Fundraising costs

	<u>Unrestricted</u> <u>funds</u>	<u>Restricted</u> <u>income</u> <u>funds</u>	<u>2020</u>	<u>2019</u>
	£	£	£	£
Equipment trading and honey preparation	30,439	-	30,439	30,271
Shows	1,911	930	2,841	7,767
Other activities	3,899	-	3,899	2,983
	<hr/>	<hr/>	<hr/>	<hr/>
	36,249	930	37,179	41,021
	<hr/>	<hr/>	<hr/>	<hr/>

## Surrey Beekeepers' Association

### Notes to the Financial Statements (continued)

For the year ended 30 September 2020

#### 8. Charitable activities

	<u>2020</u>	<u>2019</u>
	£	£
Meetings and courses	10,859	12,357
Donations	5,335	763
Apiary expenses	41,775	23,795
	<hr/>	<hr/>
	57,969	36,915
	<hr/> <hr/>	<hr/> <hr/>

#### 9. Support costs

	<u>2020</u>	<u>2019</u>
	£	£
Administration	338	1,810
Depreciation	12,504	12,734
	<hr/>	<hr/>
	12,842	14,544
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#### 10. Related party transactions

None of the Trustees received any remuneration from the association in the year (2019: none). One of the Trustees received reimbursed expenses during the year amounting to £80 (2019: Two, £130).

#### 11. Tangible fixed assets

	<u>Trophies</u>	<u>Freehold Land</u>	<u>Buildings</u>	<u>Equipment</u>	<u>Total</u>
	£	£	£	£	£
<b>Cost or valuation</b>					
At 1 October 2019	5,961	18,323	158,441	81,010	263,735
Additions	-	-	-	1,322	1,322
Disposals	-	-	-	-	-
<b>At 30 September 2020</b>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	5,961	18,323	158,441	82,332	265,057
<b>Accumulated depreciation</b>					
At 1 October 2019	1,191	-	65,516	26,070	92,777
Released on disposals	-	-	-	-	-
Depreciation charge for the year	397	-	8,569	3,538	12,504
<b>At 30 September 2020</b>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	1,588	-	74,085	29,608	105,281
<b>Net book value</b>					
<b>At 30 September 2020</b>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	4,373	18,323	84,356	52,724	159,776
At 30 September 2019	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
	4,770	18,323	92,925	54,940	170,958

## Surrey Beekeepers' Association

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### Notes to the Financial Statements (continued)

For the year ended 30 September 2020

#### 12. Investment assets

##### Fixed assets investments

	£
Market value at 1 October 2019	9,941
less: loss on revaluation	(2,384)
	<hr/>
Market value at 30 September 2020	7,557
	<hr/>

##### Analysis of investments

	<u>Market value at year end</u>	<u>Income from investments for the year</u>
	£	£
Investments listed on the London Stock Exchange	7,481	499
Non-listed investments	23	-
Bank interest on cash held as investment	3,259	-
	<hr/>	<hr/>
	10,763	499
	<hr/>	<hr/>

##### Material investment holdings

The following investments are considered to be material in terms of value:

<u>Investment held</u>	<u>Value at 30 September 2020</u>
	£
619 units in M&G Charifund	<u>7,451</u>

#### 13. Debtors and prepayments

	<u>2020</u>	<u>2019</u>
	£	£
Amounts falling due within one year:		
Other debtors	1,894	1,524
Prepayments	-	-
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	1,894	1,524
	<hr/>	<hr/>

## Surrey Beekeepers' Association

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### Notes to the Financial Statements (continued)

For the year ended 30 September 2020

#### 14. Creditors and accruals

	<u>2020</u>	<u>2019</u>
	£	£
Other creditors	5,242	16,587
Accruals and deferred income	51,715	43,821
	<hr/>	<hr/>
	56,957	60,408
	<hr/>	<hr/>

#### 15. Restricted income funds

Funds held:

<u>Name of fund</u>	<u>Purpose of fund</u>
Research fund	Funding towards dedicated beekeeping scientific research
Show fund	Association participation in annual Surrey County Show
Trophy reserve fund	Provision of new trophies

Movement of funds:

<u>Fund name:</u>	<u>Balance as at</u> <u>1 October 2019</u>	<u>Incoming</u> <u>resources</u>	<u>Outgoing</u> <u>resources</u>	<u>Balance as at</u> <u>30 September 2020</u>
	£	£	£	£
Research fund	484	-	-	484
Special reserve fund	600	-	(600)	-
Show fund	7,333	-	(930)	6,403
Trophy reserve fund	348	-	-	348
	<hr/>			<hr/>
	8,765	-	(1,530)	7,235
	<hr/>			<hr/>