

## Appendix 3

### Charity Funds (Restricted, Unrestricted and Designated) - Quarter 3 2024/25

	Opening Balance 2024/25 £'s	Income £'s	Expenditure £'s	Gains, (Losses) & Transfers £'s	Current Balance 2024/25 £'s
<b><u>Epping Forest</u></b>					
<b>Restricted Funds:</b>					
Campaign Donations	935	100			1,035
Countryside Stewardship Scheme	458,892	301,135	(302,800)		457,227
Strategic Access Management and Monitoring Strategy (SAMMS)	424,899	448,563	(20,821)		852,641
	<b>884,726</b>	<b>749,798</b>	<b>(323,621)</b>	<b>0</b>	<b>1,310,903</b>
<b>Unrestricted Funds:</b>					
Unrestricted Funds	549,781	27			549,808
	<b>549,781</b>	<b>27</b>	<b>0</b>	<b>0</b>	<b>549,808</b>
<b>Designated (Unrestricted Fund):</b>					
Tangible Fixed Assets (Land & Buildings, Infrastructure, Vehicle & Plant, and Equipment)	5,003,884				5,003,884
Heritage Assets	376,990				376,990
Epping Forest Fund Reserve (Capital Fund)	830,345				830,345
Ancient Trees Maintenance Fund	15,000				15,000
Golf Course Machinery Fund	12,717				12,717
Knighton Wood Maintenance	5,801				5,801
Future Green Infrastructure fund	3,911				3,911
Cattle Purchase Fund (Grazing Account)	168,593	10,475	(2,005)		177,063
Wanstead Park/ Flats future Projects fund	100,000				100,000
	<b>6,517,241</b>	<b>10,475</b>	<b>(2,005)</b>	<b>0</b>	<b>6,525,711</b>
<b>Total Epping Forest</b>	<b>7,951,748</b>	<b>760,300</b>	<b>(325,626)</b>	<b>0</b>	<b>8,386,422</b>
<b><u>Burnham Beeches and Stoke Common</u></b>					
<b>Restricted Funds:</b>					
Legacy Income - Pond Maintenance	60,014				60,014
Campaign Donations	7,232	2,181			9,413
Section 106 Contributions and Strategic Access Management and Monitoring Strategy (SAMMS) Monies	956,288	10,000	(88,458)		877,830
Countryside Stewardship Scheme	76,558	48,248			124,806
	<b>1,100,092</b>	<b>60,429</b>	<b>(88,458)</b>	<b>0</b>	<b>1,072,063</b>
<b>Unrestricted Funds:</b>					
Unrestricted Funds	2,268	577			2,845
	<b>2,268</b>	<b>577</b>	<b>0</b>	<b>0</b>	<b>2,845</b>
<b>Designated (Unrestricted Fund):</b>					
Stoke Common	136,600				136,600
Tangible Fixed Assets (Land & Buildings, Infrastructure, Vehicles & Plant and Equipment)	852,906				852,906
	<b>989,506</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>989,506</b>
<b>Total Burnham Beeches</b>	<b>2,091,866</b>	<b>61,006</b>	<b>(88,458)</b>	<b>0</b>	<b>2,064,414</b>
<b><u>West Wickham Common and Spring Park Wood, Coulsdon and Other Commons</u></b>					
<b>Restricted Funds:</b>					
Campaign Donations	2,550	10			2,560
	<b>2,550</b>	<b>10</b>	<b>0</b>	<b>0</b>	<b>2,560</b>
<b>Unrestricted Funds:</b>					
Unrestricted Funds	3,272				3,272
	<b>3,272</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,272</b>
<b>Designated (Unrestricted Fund):</b>					
Tangible Fixed Assets (Land & Buildings, Infrastructure, Vehicles & Plant and Equipment)	647,263				647,263
	<b>647,263</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>647,263</b>
<b>Total West Wickham Common and Spring Park Wood, Coulsdon and Other Commons</b>	<b>653,085</b>	<b>10</b>	<b>0</b>	<b>0</b>	<b>653,095</b>
<b><u>Ashtead Common</u></b>					
<b>Restricted Funds:</b>					
Countryside Stewardship Scheme	0	243,522			243,522
	<b>0</b>	<b>243,522</b>	<b>0</b>	<b>0</b>	<b>243,522</b>
<b>Designated (Unrestricted Fund):</b>					
Ancient Trees Reserve	2,386	500			2,886
<b>Total Ashtead Common</b>	<b>2,386</b>	<b>244,022</b>	<b>0</b>	<b>0</b>	<b>246,408</b>
<b>Total Epping Forest and Commons Committee</b>	<b>10,699,085</b>	<b>1,065,338</b>	<b>(414,084)</b>	<b>0</b>	<b>11,350,339</b>

**Note:**

The various sub-totals shown above should not give the impression that the individual funds held by each individual charity can be either consolidated or cross-utilised. It is key that individual charity funds are not viewed as available to be 'offset' against each other, bearing in mind the different objects held.

Please note that the external audit of the 2023/24 charity accounts has not yet been completed for all charities and the above opening balances shown for each reserve fund are subject to revision.

There are various types of funds held which have different rules as to how they can be spent and time periods held. These are categorised in the following way:

**Restricted Fund** - funds have been given to the charity for application for a specific element of the charity's objects and can only be spent in accordance with the requests of the donor or the specific campaign under which funds were raised. As these are income funds, they should be spent within a reasonable period of time.

**Unrestricted Fund** - incoming resources that become available to a charity and can be applied by the Trustee to any of the charity's objects. Unrestricted funds should be spent within a reasonable period of time and should not be held for the long term, although the Trustee should set a policy for the minimum required level of funds which is a target minimum to be held in case of particular identified risk. In the case of the City's Estate funded charities, the current deficit funding model means that no such minimum can be identified, as at year end the difference between income and expenditure is balanced by the deficit funding grant from City's Estate.

**Designated (Unrestricted Fund)** - are those unrestricted funds which have been set aside by the Trustee for an essential spend or future purpose. Whilst there is no legal restriction on their use for general purposes, and they can be undesignated by those acting on behalf of the Trustee at any time, these funds are effectively 'ring-fenced' and no longer form part of your free reserves/general funds. Designated funds must be spent within a reasonable period of time and should not be held for the long term.