

***WEST WICKHAM COMMON AND SPRING PARK WOOD
COULSDON AND OTHER COMMONS***

***REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2015
Charity Numbers 232988 and 232989***

**WEST WICKHAM COMMON AND SPRING PARK WOOD COULSDON
AND OTHER COMMONS**

**Trustee's Annual Report and Financial Statements for the year ended 31 March
2015**

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WEST WICKHAM COMMON AND SPRING PARK WOOD COULSDON AND OTHER COMMONS

Trustee's Annual Report for the year ended 31 March 2015

1. Reference and Administration Details

Charity Name:	West Wickham Common And Spring Park Wood Coulsdon and Other Commons
Registered Charity Numbers:	232988 and 232989
Principal Address:	Guildhall, London EC2P 2EJ
Trustee:	The Mayor and Commonalty and Citizens of the City of London
Chief Executive:	The Town Clerk of the City of London Corporation
Treasurer:	The Chamberlain of London
Solicitor:	The Comptroller and City Solicitor
Banker:	Lloyds TSB Bank plc City Office, PO Box 72 Bailey Drive Gillingham, Kent ME8 OLS
Auditor:	Moore Stephens LLP 150 Aldersgate Street London EC1A 4AB

2. Structure, Governance and Management

The Governing Document and constitution of the charities

The governing document is the Corporation of London (Open Spaces) Act 1878. The charities are constituted as charitable trusts.

Trustee Selection methods

The Mayor and Commonalty and Citizens of London known as the City of London Corporation is the Trustee of West Wickham Common and Spring Park Wood Coulsdon and Other Commons. Elected Aldermen and Members of the City of London Corporation are appointed to the Epping Forest and Commons Committee governing West Wickham Common and Spring Park Wood Coulsdon and Other Commons by the Court of Common Council of the City of London Corporation.

Policies and procedures for the induction and training of trustees

The City of London Corporation makes available to its Members, seminars and briefings on various aspects of the City's activities, including those concerning West Wickham Common and Spring Park Wood Coulsdon and Other Commons, as it considers necessary to enable the Members to efficiently carry out their duties.

WEST WICKHAM COMMON AND SPRING PARK WOOD COULSDON AND OTHER COMMONS

Trustee's Annual Report for the year ended 31 March 2015

2. Structure, Governance and Management (continued)

Organisational structure and decision making process

The committee governing the charities' activities is noted above. The Committee is ultimately responsible to the Court of Common Council of the City of London. The decision making processes of the Court of Common Council are set out in the Standing Orders and Financial Regulations governing all the Court of Common Council's activities. The Standing Orders and Financial Regulations are available from the Town Clerk at the principal address.

Details of related parties and wider networks

Details of any related party transactions are disclosed in note 14 of the Notes to the Financial Statements.

Risk identification

The Trustee is committed to a programme of risk management as an element of its strategy to preserve the charities' assets, enhance productivity for service users and members of the public and protect the employees.

In order to embed sound practice a Risk Management Group has been established in the City of London Corporation to ensure that risk management policies are applied, that there is an ongoing review of risk management activity and that appropriate advice and support is provided to Members and officers.

The City of London Corporation has approved a strategic risk register for all of its activities. This register helps to formalise existing processes and procedures and enables the City of London Corporation to further embed risk management throughout the organisation.

A key risk register has been prepared for the charities and has been reviewed by the Committee acting on behalf of the Trustee. It identifies the potential impact of key risks and the measures which are in place to mitigate such risks.

3. Objectives and Activities for the Public Benefit

The Trustee has due regard to the Charity Commission's public benefit guidance when setting objectives and planning activities.

The objects of West Wickham Common and Spring Park Wood are the preservation in perpetuity by the Corporation of London of the Open Spaces known collectively as West Wickham Common and Spring Park Wood for the recreation and enjoyment of the public. The objects of Coulsdon and Other Commons are the preservation in perpetuity by the Corporation of London of Open Spaces known collectively as Coulsdon and Other Commons for the recreation and enjoyment of the public. The charities are managed and accounted for as one unit. It is therefore not possible to produce separate reports and financial statements relating to the individual charities.

These charities are operated as part of the City of London Corporation's City's Cash. The City of London Corporation is committed to fund the ongoing net operational costs of the charity in accordance with the purpose which is the preservation in perpetuity of the Open Spaces known collectively as West Wickham Common and Spring Park Wood, or for Coulsdon and Other Commons the preservation in perpetuity of the Open Spaces known collectively as Coulsdon Commons for the recreation and enjoyment of the public.

WEST WICKHAM COMMON AND SPRING PARK WOOD COULSDON AND OTHER COMMONS

Trustee's Annual Report for the year ended 31 March 2015

4. Achievements and Performance

Significant developments for 2014/15:

The West Wickham Common and Spring Park Wood charity and the Coulsdon and other Commons charity are now part of the Burnham Beeches, Stoke Common and City Commons Division of the Open Spaces Department. In addition to managing the Spring Parks Woods charity and the Coulsdon and other Commons charity, the division is also responsible for Ashted Common, Burnham Beeches and Stoke Common.

An amended staff structure has been introduced to realise the potential for greater effectiveness associated with a larger management unit. This has been introduced incrementally over the course of the year with new appointments including a Support Services Manager and a Communications Ranger. Throughout this period of transition the staff and volunteers have continued to provide an excellent conservation management service leading to improvements in the way that habitats and public access are managed.

The combined Entry Level and Higher Level Stewardship Scheme continues to significantly advance the capacity of the City Commons Division to deliver an effective and sustainable programme of conservation management projects across the seven commons. Referred to as the Environmental Stewardship Scheme (ESS), the agreement with Natural England was signed on 21 March 2011 and covers a period of 10 years. ESS provides incentive payments to manage land to protect or restore habitats.

Volunteering opportunities are provided via five directly managed groups undertaking work across all six Open Spaces; New Hillbillies (Farthing Downs and New Hill), Kenley Volunteers, Coulsdon Common Volunteers, Riddlesdown Volunteers and WWaSP's (West Wickham and Spring Park). Volunteer numbers were boosted by contributions from other groups including the Trust for Conservation Volunteers (TCV), Croydon Conservation Volunteers, Riddlesdown Collegiate and corporate volunteer groups to achieve a total of 4,873 volunteer hours across the West Wickham and Coulsdon Commons. This compares with approximately 6,000 hours achieved during the previous twelve months.

The diversity of the Commons and extended catchment makes the West Wickham and Coulsdon Commons ideally placed to offer an exciting and varied program of interpretative activities to enrich and enhance the visitor experience. During the year the West Wickham and Coulsdon Commons provided 76 directly led health walks and educational events on subjects as varied as star gazing for beginners, bird spotting, a summer butterfly walk and the hidden history of Coulsdon Common.

WEST WICKHAM COMMON AND SPRING PARK WOOD COULSDON AND OTHER COMMONS

Trustee's Annual Report for the year ended 31 March 2015

4. Achievements and Performance (continued)

Key targets for 2014/15 and review of achievement

The key targets for 2014/15 together with their outcomes were:

- ***Kenley Revival Heritage Lottery Funding (HLF) Project*** – submit a second-round application to secure funding to implement the project. Application is ongoing. The conservation objectives of the project were re-defined during the summer, leading to revised second round application submission date of June 2015.
- ***Conservation grazing*** – implement the business plan to manage conservation grazing on the Coulsdon Commons. Conservation grazing continues across the Coulsdon Commons. The new Livestock Ranger is working closely with the Conservation Ranger to ensure that ESS targets are met. 40 sheep were overwintered in the quarry on Riddlesdown this year- having a significant impact on controlling some of the developing scrub in this part of the SSSI (Site of Special Scientific Interest). 12 pregnant cows went to Great Gregories at Epping Forest in December and produced 8 calves; these animals are due to return to the commons in early spring.
- ***Grassland restoration*** – restore open areas on Farthing Downs, Kenley and Riddlesdown. Completed annual target prescribed in the ESS agreement.
- ***Boundaries*** – review boundaries on all open spaces to ensure site protection and safety. Rangers completed site audits and produced patrol maps and specifications for the maintenance of boundaries across the Coulsdon Commons. This will help with tree safety management and allow for effective management of illegal fly tipping and encroachment.
- ***Small-leaved Lime Project*** – plan and deliver the second phase of this project on Spring Park. Using £4,825 of grant aid from the SITA Trust a team of heavy horses was deployed to drag timber from the woodland. Local publicity generated lots of positive interest from the public. A YouTube video, produced by an amateur film club, has brought this project to life for a wider audience. The third and final phase will take place in autumn 2015.

A review of other achievements:

- Retained 6 Green Flags and 2 Green Heritage Awards across the WW&CC's.
- Raised additional income through timber sales and the licensing of two filming events.
- Supported a local supermarket in their "farm to fork" initiative, targeted at local schools in the community.
- Facilitated 3 corporate volunteer days on Farthing Downs.
- Supported 3 work placement students.

All of the above achievements enhanced the Open Space for the benefit of the public and enhanced the protection, conservation, ecology the biodiversity and heritage of our sites.

WEST WICKHAM COMMON AND SPRING PARK WOOD COULSDON AND OTHER COMMONS

Trustee's Annual Report for the year ended 31 March 2015

5. Financial Review

Review of financial position

Income of £114,875 (2013/14 £86,129) was received from grants, donations, other contributions, fees and charges, sales and £30,634 (2013/14 £29,576) from rents. The contribution towards the running costs of the charity amounted to £1,303,134 (2013/14 £992,396). This cost was met by the City of London Corporation's City's Cash grant income.

Reserves Policy

The charities are wholly supported by the City of London Corporation which is committed to maintain and preserve West Wickham Common and Spring Park Wood Coulsdon and Other Commons out of its City's Cash Funds. These Funds are used to meet the deficit on running expenses on a year by year basis. Consequently, these charities have no free reserves and a reserves policy is therefore not required.

Going Concern

The Trustee considers the Commons to be going concerns. Please see note 1(b) to the Financial Statements.

6. Plans for Future Periods

The key targets for 2015/16 are:

Spring Park

- **Small leaved lime project** – deliver the final year of this project.
- **Coppicing** – continue the annual program.

West Wickham Common

- **Oak Pollards** – annual condition monitoring.
- **Heathland** – restore, maintain and monitor relic heath.

Coulsdon Common

- **The Grove** – continue restoring wood pasture.
- **Drainage** – resolve flooding issue in Stites Hill Road.

Farthing Downs & New Hill

- **Grassland** – restore open areas.
- **Scrub** – manage retained scrub.

WEST WICKHAM COMMON AND SPRING PARK WOOD COULSDON AND OTHER COMMONS

Trustee's Annual Report for the year ended 31 March 2015

6. Plans for Future Periods (continued)

Kenley Common

- **Heritage** – support the delivery of Kenley Revival Project.
- **Grassland** – restore and maintain open areas.

Riddlesdown

- **Scrub** – manage successional areas.
- **Grassland** – restore open areas.

West Wickham Common and Spring Park Wood Coulsdon and Other Commons

- **City of London (Open Spaces) Bill** – Deposition due in November 2015 with Parliamentary Process estimated at two sessions (two years). Epping Forest is the lead Open Spaces but the provisions will apply to West Wickham Common and Spring Park Wood Coulsdon and Other Commons and assistance will be given to Epping Forest as required.

7. The Financial Statements

The financial statements consist of the following and include comparative figures for the previous year.

- **Statement of Financial Activities** showing all resources available and all expenditure incurred and reconciling all changes in the funds of the charities.
- **Balance Sheet** setting out the assets and liabilities of the charities.
- **Notes to the Financial Statements** describing the accounting policies adopted and explaining information contained in the financial statements.

The financial statements have been prepared in accordance with statutory requirements and the Statement of Recommended Practice *Accounting and Reporting by Charities (Revised 2005)*.

8. Statement of Trustee's Responsibilities

The Trustee is responsible for preparing the Trustee's Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the Trustee to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the Trustee is required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

**WEST WICKHAM COMMON AND SPRING PARK WOOD COULSDON
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Trustee's Annual Report for the year ended 31 March 2015

8. Statement of Trustee's Responsibilities (continued)

The Trustee is responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charities and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the charities' governing documents. It is also responsible for safeguarding the assets of the charities and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

9. Adopted and signed for on behalf of the Trustee on 21 July 2015.

R.A.H. Chadwick
Chairman of Finance Committee
Guildhall, London

J.P. Mayhew
Deputy Chairman of
Finance Committee

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEE OF WEST WICKHAM COMMON AND SPRING PARK WOOD COULSDON AND OTHER COMMONS

We have audited the financial statements of West Wickham Common and Spring Park Wood Coulsdon and Other Commons for the year ended 31 March 2015 which are set out on pages 11 to 23. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charity's trustee, as a body, in accordance with Chapter 3 of Part 8 of the Charities Act 2011 and regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the charity's trustee those matters we are required to state to them in an auditor's 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 charity and its trustee as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditor

As explained more fully in the Trustee's Responsibilities Statement set out on page 7 and 8, the trustee is responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

We have been appointed as auditor under section 144 the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charity's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustee's Annual Report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2015, and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

**INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEE OF WEST WICKHAM
COMMON AND SPRING PARK WOOD COULSDON AND OTHER COMMONS
CHARITIES (CONTINUED)**

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you if, in our opinion:

- the information given in the Trustee's Annual Report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Moore Stephens LLP

Statutory Auditor

150 Aldersgate Street
London
EC1A 4AB

Moore Stephens LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.

**WEST WICKHAM COMMON AND SPRING PARK WOOD COULSDON
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Statement of Financial Activities for the year ended 31 March 2015

	Notes	Unrestricted Fund		2014/15 £	2013/14 £
		General Fund	Designated Fund		
		£	£		
Incoming Resources					
Incoming resources from generated funds					
Voluntary income		49,305	45,025	94,330	68,870
Grant from City of London Corporation		1,286,193	16,941	1,303,134	992,396
Incoming resources from charitable activities		51,179	-	51,179	46,835
Total incoming resources	4	1,386,677	61,966	1,448,643	1,108,101
Resources Expended					
Charitable activities		1,305,481	-	1,305,481	1,010,135
Governance costs		81,196	-	81,196	86,071
Total resources expended	5	1,386,677	-	1,386,677	1,096,206
Net incoming/(outgoing) resources before transfers		-	61,966	61,966	11,895
Transfers (to)/from designated funds		-	-	-	-
Net incoming/(outgoing) resources for the financial year		-	61,966	61,966	11,895
Net movement in funds		-	-	-	-
Reconciliation of funds					
Funds brought forward		-	11,895	11,895	-
Funds carried forward	12	-	73,861	73,861	11,895

There are no recognised gains or losses other than as shown in the statement of financial activities above.

All incoming resources and resources expended derive from continuing activities.

**WEST WICKHAM COMMON AND SPRING PARK WOOD COULSDON
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Balance Sheet as at 31 March 2015

	Notes	2014/15 £	2013/14 £
Fixed Assets			
Tangible Assets	9	73,861	11,895
		73,861	11,895
Current Assets			
Debtors	10	39,400	32,267
Cash at bank and in hand		129,171	76,489
		168,571	108,756
Creditors: Amounts falling due within one year	11	(168,571)	(108,756)
Net Current Assets		-	-
Total Assets Less Current Liabilities		73,861	11,895
The funds of the charity			
Unrestricted income fund			
Designated Funds	12	73,861	11,895
Total Charity Funds		73,861	11,895

Approved and signed for and on behalf of the Trustee

The notes at pages 13 to 23 form part of these accounts.

Dr Peter Kane
Chamberlain of London
21 July 2015

WEST WICKHAM COMMON AND SPRING PARK WOOD COULSDON AND OTHER COMMONS

Notes to the Financial Statements for the year ended 31 March 2015

1. Accounting Policies

The following accounting policies have been applied consistently in dealing with items which are considered material in relation to the charities financial statements.

(a) Basis of Preparation

The financial statements have been prepared in accordance with the Charities Act 2011 and Statement of Recommended Practice *Accounting and Reporting by Charities (Revised 2005)* and under the historical cost accounting rules, and in accordance with applicable accounting standards.

Activity is accounted for in the year that it takes place on an accruals basis, not simply when cash payments are made or received. In particular, where revenue and expenditure have been recognised but cash has not been received or paid, a debtor or creditor for the relevant amount is recorded in the Balance Sheet. Where debts may not be settled, the balance of debtors is written down and a charge made to revenue for the income that might not be collected.

(b) Going Concern

The governing documents place an obligation on the City of London Corporation to preserve the open spaces for the benefit of the public. The City of London Corporation is committed to fulfilling this obligation which is reflected through its proactive management of, and ongoing funding for, the services and activities required. The funding is provided from the City of London Corporation's City's Cash, which annually receives considerable income from its managed funds and property investments. Each year a medium term financial forecast is prepared for City's Cash. The latest forecast for the period to 2018/19, anticipates that adequate funds will be available to enable the City's Cash to continue to fulfil their obligations. On this basis, the Trustee considers the Commons to be going concerns for the foreseeable future.

(c) Fixed Assets

Heritage Assets and Associated Buildings

West Wickham Common and Spring Park Wood Coulsdon and Other Commons comprise 277 hectares (685 acres) of land located in the London Boroughs of Bromley and Croydon, together with associated buildings. The objects of West Wickham Common and Spring Park Wood are the preservation in perpetuity by the Corporation of London of the Open Spaces known collectively as West Wickham Common and Spring Park Wood for the recreation and enjoyment of the public. The objects of Coulsdon and Other Commons are the preservation in perpetuity by the Corporation of London of Open Spaces known collectively as Coulsdon and Other Commons for the recreation and enjoyment of the public. West Wickham Common and Spring Park Wood Coulsdon and Other Commons are considered to be inalienable (i.e. may not be disposed of without specific statutory powers).

Land and the original associated buildings are considered to be heritage assets. In respect of the original land and buildings, cost or valuation amounts are not included in these accounts as reliable cost information is not available and a significant cost would be involved in the reconstruction of past accounting records, or in the valuation, which would be onerous compared to the benefit to the users of these accounts.

**WEST WICKHAM COMMON AND SPRING PARK WOOD COULSDON
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Notes to the Financial Statements for the year ended 31 March 2015

1. Accounting Policies (continued)

(c) Fixed Assets (continued)

Tangible Fixed Assets

These are included at historic cost less depreciation on a straight line basis to write off their costs over their estimated useful lives and less any provision for impairment. Land is not depreciated and other fixed assets are depreciated from the year following that of their acquisition. Typical asset lives are as follows:

	Years
Infrastructure	up to 20

(d) Recognition

Expenditure on the acquisition, creation or enhancement of property, plant and equipment is capitalized provided that the expenditure is material (generally in excess of £50,000) and the asset yields benefits to the City of London, and the services it provides, for a period of more than one year. This excludes expenditure on routine repairs and maintenance of fixed assets which is charged directly within service costs.

(e) Incoming Resources

Recognition of incoming resources

All incoming resources are included in the Statement of Financial Activities gross without deduction of expenses in the financial year in which they are due.

Voluntary income

Voluntary income comprises public donations and government grants.

Volunteers

No amounts are included in the Statement of Financial Activities for services donated by volunteers, as this cannot be quantified.

Grants received

Grants are included in the Statement of Financial Activities in the financial year in which they are receivable.

WEST WICKHAM COMMON AND SPRING PARK WOOD COULSDON AND OTHER COMMONS

Notes to the Financial Statements for the year ended 31 March 2015

1. Accounting Policies (continued)

Contribution from City's Cash

The City of London Corporation's City's Cash meets the deficit on running expenses of the charity and also provides grant funding for certain capital works.

Rental income

Rental income is included in the Charities' incoming resources for the year and amounts due but not received at the year end are included in debtors.

(f) Resources Expended

Allocation of costs between different activities

The City of London Corporation charges staff costs to the charitable activity and governance costs on a time spent basis. Associated office accommodation is charged out proportionately to the square footage used. All other costs are charged directly to the charitable activity.

(g) Pension Costs

The City of London's Pension Scheme is a funded defined benefits scheme. City of London Corporation staff are eligible for membership of the pension scheme and may be employed in relation to the activities of any of the City Corporation's three main funds, or any combination of them (i.e. City Fund, City's Cash and Bridge House Estates). As the charities are unable to identify their share of the Pension Scheme assets and liabilities, this scheme is accounted for as a defined contribution scheme in the accounts.

(h) Fund Accounting

The Trust may, at the Trustee's discretion, set aside funds, which would otherwise form part of general funds, for particular purposes. These funds are known as designated funds. The purposes of these funds are described in Note 12 to the accounts.

(i) Cash flow Statement

The Commons have taken advantage of the exemption in Financial Reporting Standard 1 (Revised) from the requirement to produce a cash flow statement on the grounds that they are small entities.

(j) Governance Costs

The nature of costs allocated to Governance is detailed in Note 6.

2. Tax Status of the Charities

West Wickham Common and Spring Park Wood Coulsdon and Other commons are registered charities and as such their income and gains are exempt from income tax to the extent that they are applied to their charitable objectives.

3. Indemnity Insurance

The City of London Corporation takes out indemnity insurance in respect of all its activities. The charities do not contribute to the cost of that insurance.

**WEST WICKHAM COMMON AND SPRING PARK WOOD COULSDON
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Notes to the Financial Statements for the year ended 31 March 2015

4. Incoming Resources

Incoming resources are comprised as follows:

	Unrestricted Funds £	Designated Funds £	2014/15 £	2013/14 £
Incoming resources from generated funds				
Grants	43,505	45,025	88,530	57,521
Donations	20	-	20	4,048
Other Contributions	5,780	-	5,780	7,301
	49,305	45,025	94,330	68,870
Grant from City of London Corporation	1,286,193	16,941	1,303,134	992,396
	1,335,498	61,966	1,397,464	1,061,266
Incoming resources from charitable activities				
Sale of goods, products and materials	5,594	-	5,594	16,991
Fees and charges	14,951	-	14,951	268
Rents	30,634	-	30,634	29,576
	51,179	-	51,179	46,835
Total incoming resources	1,386,677	61,966	1,448,643	1,108,101

Grants

Grants were received from the Rural Payments Agency, Natural England and Heritage Lottery Funding.

Other Contributions

A contribution of £4,825 from SITA UK Limited was received to restore a stand of small leaved lime by coppicing it at Spring Park.

Grant from City of London Corporation

The City of London Corporation's City's Cash meets the deficit on running expenses of the charities.

Fees and Charges

Charges are made to the public in respect of admission charges and licences granted.

**WEST WICKHAM COMMON AND SPRING PARK WOOD COULSDON
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Notes to the Financial Statements for the year ended 31 March 2015

5. Resources Expended

Resources expended are analysed between activities undertaken directly and support costs as follows:

	Activities undertaken directly	Support costs	2014/15	2013/14
	£	£	£	£
Charitable activities	1,158,115	147,366	1,305,481	1,010,135
Governance costs	-	81,196	81,196	86,071
Total resources expended	1,158,115	228,562	1,386,677	1,096,206

No resources are expended by third parties to undertake charitable work on behalf of the charities.

Charitable activities

Expenditure on charitable activities includes labour, premises costs, equipment, materials and other supplies and services incurred as the running costs of West Wickham Common and Spring Park Wood Coulsdon and Other Commons.

Governance costs

General

Governance costs relating to the general running of the charities, rather than specific activities within the charities, include strategic planning and costs associated with Trustee meetings. These costs are initially borne by the City of London Corporation and then charged to individual charities on the basis of time spent, as part of support costs, where appropriate.

Auditor's remuneration and fees for external financial services

Moore Stephens are the auditors of the City of London City's Cash. The City of London Corporation does not attempt to apportion the audit fee between all the different charities but prefers to treat it as part of the cost to their private funds. No other external financial services were provided for the Commons during the year or in the previous year.

Trustee's expenses

Members of the City of London Corporation are unpaid and do not receive allowances in respect of City of London Corporation activities in the City. However, Members may claim travelling expenses in respect of activities outside the City and receive allowances in accordance with a scale when attending a conference or activity on behalf of the City of London Corporation. No expenses were claimed in 2014/15 (2013/14: £Nil).

**WEST WICKHAM COMMON AND SPRING PARK WOOD COULSDON
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Notes to the Financial Statements for the year ended 31 March 2015

6. Support Costs

The cost of administration, which includes the salaries and associated costs of officers of the City of London Corporation, together with premises and office expenses, is allocated by the City of London Corporation to the activities under its control, including these charities, on the basis of employee time spent on the respective services. These expenses include the cost of administrative and technical staff and external consultants who work on a number of the City of London Corporation's activities. Support costs allocated by the City of London Corporation to the charitable activity are derived as follows:

	Charitable activities	Governance	2014/15	2013/14
	£	£	£	£
Department				
Chamberlain	-	29,725	29,725	25,965
Comptroller & City Solicitor	-	10,396	10,396	14,496
Open Spaces Directorate	38,689	-	38,689	39,271
Town Clerk	-	22,405	22,405	22,924
City Surveyor	79,894	18,670	98,564	39,436
Information Systems	19,124	-	19,124	18,150
Other governance and support costs	9,659	-	9,659	12,848
Total support costs	147,366	81,196	228,562	173,090

The main support services provided by the City of London Corporation are:

Chamberlain	Accounting services, insurance, revenue collection, payments, financial systems and internal audit.
Comptroller and City Solicitor	Property, litigation, contracts, public law and administration of commercial rents and City of London Corporation records.
Open Spaces Directorate	Expenditure incurred by the Directorate, which is recharged to all Open Spaces Committees under the control of the Director of Open Spaces. The apportionments are calculated on the basis of budget resources available to each Open Space charity.
Town Clerk	Committee administration, management services, human resources, public relations, printing and stationery, emergency planning.
City Surveyor	Work undertaken on the management of the Estate properties, surveying services and advice, supervising and administering repairs and maintenance.

WEST WICKHAM COMMON AND SPRING PARK WOOD COULSDON AND OTHER COMMONS

Notes to the Financial Statements for the year ended 31 March 2015

6. Support Costs (continued)

Information Systems	The support and operation of the City of London Corporation's central and corporate systems on the basis of usage of the systems; the provision of "desktop" and network support services and small IS development projects that might be required by the charity.
Other governance costs	Contribution towards various costs including publishing the annual report and financial statements, central training, the dental service, occupational health, union costs and the environmental and sustainability section.

7. Staff Numbers and Costs

The full time equivalent number of staff employed by the City of London Corporation charged to West Wickham Common and Spring Park Wood Coulsdon and Other Commons in 2014/15 is 12 (2013/14 14) at a cost of £425,598 (2013/14 £448,737). The table below sets out the employment costs and the number of full time equivalent staff charged directly to the charities.

	No of employees	Gross Pay £	Employers' National Insurance £	Employers' Pension Contribution £	Total £
2014/15 Charitable activities	12	336,983	25,018	63,597	425,598
2013/14 Charitable activities	14	355,357	27,148	66,232	448,737

No employees earned more than £60,000 during the year (2013/14 Nil).

8. Heritage Assets

Since 1892 the primary purpose of the Charity has been the preservation of the commons at West Wickham Common and Spring Park Wood Coulsdon and Other Commons for the recreation and enjoyment of the public. As set out in accounting policy 1(c), the original heritage land and buildings are not recognised in the Financial Statements.

Policies for the preservation and management of West Wickham Common and Spring Park Wood Coulsdon and Other Commons are contained in the West Wickham Common and Spring Park Wood Coulsdon and Other Commons Heritage Conservation Plan 2010. Records of heritage assets owned and maintained by West Wickham Common and Spring Park Wood Coulsdon and Other Commons can be obtained from the Director of Open Spaces at the principal address as set out on page 2.

**WEST WICKHAM COMMON AND SPRING PARK WOOD COULSDON
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Notes to the Financial Statements for the year ended 31 March 2015

9. Tangible Fixed Assets

At 31 March 2015 the net book value of tangible fixed assets relating to direct charitable purposes amounts to £73,861 (31 March 2014: £11,895) as set out below. All tangible fixed assets are held by West Wickham and Spring Park Wood Coulsdon and Other Commons.

	Infrastructure (WIP) £	Total £
<u>Cost</u>		
At 1 April 2014	11,895	11,895
Additions	61,966	61,966
At 31 March 2015	73,861	73,861
<u>Accumulated depreciation</u>		
At 1 April 2014	-	-
Charge for year	-	-
At 31 March 2015	-	-
<u>Net Book Values</u>		
At 31 March 2015	73,861	73,861
At 31 March 2014	11,895	11,895

10. Debtors

The debtors figure consists of:

	2014/15 £	2013/14 £
Rental Debtors	6,743	418
Recoverable VAT	27,410	18,496
Other Debtors	5,247	13,353
Total	39,400	32,267

**WEST WICKHAM COMMON AND SPRING PARK WOOD COULSDON
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Notes to the Financial Statements for the year ended 31 March 2015

11. Creditors

The creditors figure consists of:

	2014/15	2013/14
	£	£
Trade Creditors	19,380	25,535
Accruals	63,743	25,411
Other Creditors	50,325	184
Sundry Deposits	26,820	26,820
Receipts In Advance	8,303	30,806
Total	168,571	108,756

12. Movement of Funds during the year 31 March 2015

	Balance at 1 April 2014	Net Incoming/ (outgoing) resources	Balance at 31 March 2015
	£	£	£
Unrestricted Income	-	-	-
Capital Reserve Fund	11,895	61,966	73,861
Total Funds	11,895	61,966	73,861

Designated funds

Capital Reserve Fund – Heritage Lottery Fund Kenley Revival Project

The Kenley Revival Project aims to conserve the historic airfield structures associated with Kenley Airfield during World War II and to promote the heritage resource to make it accessible to a wider range of people.

Capital Reserve Account consists of fixed assets at historic cost less accumulated depreciation in accordance with Note 1 (c).

WEST WICKHAM COMMON AND SPRING PARK WOOD COULSDON AND OTHER COMMONS

Notes to the Financial Statements for the year ended 31 March 2015

13. Pensions

Following the statutory triennial valuation of the pension fund as at 31st March 2013, completed by independent consulting actuaries, an employer's contribution rate of 17.5% has been applied for 2014/15, 2015/16 and 2016/17.

In 2014/15, employer's contributions to the scheme for staff engaged on City's Cash activities was £9.1m (2013/14 £8.6m). There are no outstanding or pre-paid contributions at the balance sheet date.

The deficit of the scheme at 31 March 2015 is £516m (2013/14 £401m) as calculated in accordance with FRS17 disclosures.

14. Related Party Transactions

The following disclosures are made in recognition of the principles underlying Financial Reporting Standard 8 concerning related party transactions.

The City of London Corporation as well as being the Trustee also provides management, surveying and administrative services for the charities. The costs incurred by the City of London Corporation in providing these services are charged to the charities. The City of London Corporation also provides banking services, allocating all transactions to the charities at cost and crediting or charging interest at a commercial rate. The cost of these services is set out in the Statement of Financial Activities under "Resources Expended" and an explanation of these services is set out in Note 6 for support costs of £228,562 (2013/14: £173,090). The City of London Corporation's City's Cash meets the deficit on running expenses of the charity. This amounted to £1,303,134 (2013/14: £992,396) as shown in Note 4 to the financial statements.

The City of London Corporation is also the Trustee of a number of other charitable Trusts, with the exception of the Epping Forest Trust (charity number 232990), these Trusts do not undertake transactions with West Wickham Common and Spring Park Wood Coulsdon and Other Commons. A full list of other charitable trusts of which the City of London Corporation is trustee is available on application to the Chamberlain of the City of London.

Members of the City of London Corporation responsible for managing the Commons are required to comply with the Relevant Authority (model code of conduct) Order 2001 issued under the Local Government Act 2000 and the City of London Corporation's guidelines which require that:

- Members sign a declaration agreeing to abide by the City of London Corporation's code of conduct;
- a register of interests is maintained;
- pecuniary and non-pecuniary interests are declared during meetings; and
- Members do not participate in decisions where they have an interest.

**WEST WICKHAM COMMON AND SPRING PARK WOOD COULSDON
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Notes to the Financial Statements for the year ended 31 March 2015

14. Related Party Transactions (continued)

There are corresponding arrangements for staff to recognise interests and avoid possible conflicts of those interests.

In this way, as a matter of policy and procedure, the City Corporation ensures that members and officers do not exercise control over decisions in which they have an interest. There are no material transactions with organisations related by virtue of members and officers interests which require separate reporting. Transactions are undertaken by the Commons on a normal commercial basis.