



Trustees' Annual Report for the period

	Period start date				Period end date		
From	1	January	2018	To	31	December	2018

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

1 Rother Close	
Swindon	
Wiltshire	
Postcode	SN25 3PZ

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Matt Prior	Chair		
2	Paul Castle	Deputy Chair		
3	David Little	Secretary		
4	Martin Cook	Treasurer		
5	Nick Adams	Bird Recorder		
6	Granville Pictor	Outdoor Meetings		
7	Alison Rymell	Indoor Meetings		
8	Graham Deacon	Sightings		
9	Peter Cranswick	Wiltshire Tetrad Atlas		
10	Andrew Bray			
11	Gareth Hawkes	IT Web Manager		
12	Frank Mogford	Membership Secretary		
13	Jenny Elvin	WOS news		
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Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity’s trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Society consisting of circa 460 members.
Trustee selection methods (eg. appointed by, elected by)	The officers of the Society are elected at the AGM – Chair, Deputy Chair, Secretary and Treasurer. Up to a further 10 paid up Executive Committee members may be elected at the AGM.

Additional governance issues (Optional information)

<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> • policies and procedures adopted for the induction and training of trustees; • the charity’s organisational structure and any wider network with which the charity works; • relationship with any related parties; • trustees’ consideration of major risks and the system and procedures to manage them. 	<p>The Society is managed by an Executive Committee. The quorum for an Executive Committee meeting is seven elected members at least one of whom shall be the Chair, Deputy Chair, Secretary or Treasurer. The Committee meets quarterly, with a formal record taken of each meeting. The Society also has a membership secretary, but this is not necessarily a recognised Committee post. Funds are set up by the committee, budgets set and a lead Committee member allocated to represent each Fund at Committee level, albeit the actual Fund ‘project manager’ may not necessarily be a committee member.</p> <p>In order to maintain links with other related organisations such as BTO, RSPB and Wetland & Wildfowl Trust and local conservation officers, representatives of those organisations are invited to attend meetings of the Executive Committee where they may speak, but not vote, on any matters brought before the Committee.</p> <p>The Society pays an annual subscription fee to Wiltshire Wildlife Trust.</p> <p>All trustees give their time voluntarily and receive no remuneration or other benefits.</p>
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Summary of the objects of the charity set out in its governing document

The objects of the Society are:

- a. To encourage and pursue the study, recording and conservation of the birds of Wiltshire;
- b. To publish the more significant of its recorded findings;
- c. To co-operate with similar bodies, both local and national, in the foregoing objects.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

In planning our activities during the year we kept in mind the Charity Commission's guidance on public benefit at our Committee meetings.

The committee uses a spreadsheet to evaluate potential projects against various criteria. The focus of our conservation activities during the year continued to be on Tree Sparrow and Raptor Monitoring.

We produced and published for the public benefit 'Hobby: The Wiltshire Bird Report for 2015', which was distributed to members and made available to the public for purchase. Work on production of the new Wiltshire Tetrad Atlas was completed and it was published online during the year.

We continue to organise and lead outdoor meetings, visiting new and/or varied habitats (not just in Wiltshire) to encourage and broaden knowledge understanding of species and habitat. Our indoor meetings are focused around guests speaking on a range of various ornithological/nature/wildlife subjects.

We welcome members from across the country (not just limited to Wiltshire) adults and junior, who are encouraged to bring guests to our Indoor and Outdoor meetings to further awareness of our conservation activities.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

All the activities undertaken during 2018 have been on a voluntary basis. Without voluntary support, the Society would not have been able to meet its objects. The Executive Committee is therefore extremely grateful for the hard work, commitment and enthusiasm of members to bring the Society to life for the good of Wiltshire birds.

Section D Achievements and performance

Summary of the main achievements of the charity during the year

During 2018 the Society has undertaken the following activities:

- a. Monitored and protected Raptor nesting sites;
- b. Tree Sparrow - purchased bird rings, food and built nest boxes
- c. Assisted locally with funding and management of a periodic national Gull Survey.
- d. Completed the Water Eaton Reed Bed project
- e. Donated funds to projects external to WOS
- f. WOS members continued to participate in BTO surveys across Wiltshire.
- g. Produced and published Hobby – the annual 'Wiltshire Bird Report',
- h. Produced and published 4 quarterly editions of WOS News;
- i. Arranged and held indoor meetings with speakers at those meetings and the AGM covering a variety of related topics.
- j. Arranged and held regular outdoor daily birding meetings principally at locations in Wiltshire and surrounding counties, but also with a number of longer trips further afield, targeting both novice and experienced birders..

Section E

Financial review

Brief statement of the charity's policy on reserves

The Society doesn't have a detailed Reserves Policy but it does operate on a Funds basis. Funds are deposited in a bank, building society or National Savings account and may not be invested in any other manner. No borrowing is permitted, except with the unanimous approval of the Executive Committee. Funds are classified as General, Designated or Restricted.

Details of any funds materially in deficit

None.

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The principal sources of funding are: Membership fees, HMRC Gift Aid Tax refunds, grants and donations, the provision of bird data records held by the Society to Land Owners/companies who require information on species population and abundance for which a service is charged, other minor donations, the sale of clothing, artwork, Birds of Wiltshire, Hobby and bank interest.

This year, as in previous years, the significant amount of expenditure has gone on the production and postage of Hobby and WOS News, Raptor monitoring and Tree Sparrow conservation. Donations were also made to other conservation projects.

Any surplus funds which are not likely to be needed to pay for activities are placed on deposit to earn interest.

Section F

Other optional information

Future Plans

The Society will continue to take advantage of Landfill Communities Funding for biodiversity projects and other Grant sources of income focusing on Raptor Monitoring, Tree Sparrow conservation and other projects.

We will publish the annual Hobby report and continue to consider a paper based (reduced) version of the recent online Wiltshire Tetrad Atlas.

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

M Prior

Full name(s)

Matthew Prior

Position (eg Secretary, Chair, etc)

Chair

Date

01.04.2019