

**The Conservators of Ashdown Forest**

**Statement of Accounts  
For the Year ending 31st March 2024**

The Conservators of Ashdown Forest  
The Ashdown Forest Centre  
Wych Cross  
Forest Row  
East Sussex  
RH18 5JP

Chris Ball ACMA, CGMA  
Finance Officer  
1st May 2024

### **Foreword**

The accounts for the 2023/2024 financial year, set out in the following pages, show the financial performance of the Board of Conservators for the period, together with its overall financial position as at 31st March 2024. The purpose of the published finance report is to give the Board of Conservators and other interested parties clear information about the Board's finances. The accounts provide the reader with information on the cost of conserving and managing Ashdown Forest and running and maintaining the Ashdown Forest Centre.

### **Statement of Accounting Policies and main principles adopted in compiling the accounts**

The Board's accounts have been prepared in accordance with the Account and Audit (England) Regulations 2015 for Councils with a gross budgeted income of less than £6,500,000. In addition, supporting notes have been included where appropriate.

#### The Balance Sheet

This shows the balances and reserves at the Board's disposal as well as the liabilities as at 31st March 2024 (see page 2).

#### General Account

This reports the expenditure and income relating to the conservation and management of the Forest in order to comply with the requirements of the Ashdown Forest Act 1974 and in recognition of the Forest's status as a Site of Special Scientific Interest (SSSI), Special Protection Area (SPA) and Special Area for Conservation (SAC) under European legislation now embedded in UK Law.

#### Countryside Stewardship

Countryside Stewardship is a ten year conservation contract funded by Natural England. The funding must only be spent on the Natural England-approved Conservation Work Programme. Some costs are recharged to the Core Budget for staff and resources shared with the core running of the Forest Centre.

#### The Income and Expenditure Accounts

A Combined summary of income and expenditure is shown on page 3 with a Core only summary on page 4 and detailed breakdowns of Core income and expenditure with variance reporting on pages 5 and 6. A detailed summary and breakdown of Countryside Stewardship expenditure is on page 7.

Debtors and creditors outstanding at the end of the period are included in the accounts on the basis of known quantifiable commitments. There are no known Capital Creditors and Debtors.

All capital works and purchases of vehicles, etc., funded by the Conservators are charged to the budget in the year in which expenditure arises (i.e. no depreciation applied).

Central administrative charges are wholly charged to the Core Budget.

As a non-principal authority there is no requirement to produce a Cash Flow Statement however a draft forecast is included on page 1.

## **Statement of Responsibility for the Statement of Accounts**

### The Board's Responsibilities

The Board is required to:

- a) make arrangements for the proper administration of its financial affairs and to secure that one of its officers has the responsibility for the administration of those affairs. The Conservators have employed a Finance Officer to undertake this responsibility.
- b) manage its affairs to secure economic, efficient and effective use of resources and safeguard its assets;
- c) approve the statement of accounts.

### The Responsible Financial Officer's Responsibilities

The Responsible Financial Officer (RFO) is responsible for the preparation of the Board's statement of accounts which, in terms of the Account and Audit (England) Regulations for Councils 2015, is required to present fairly the financial position of the Board at the accounting date and its income and expenditure for the period ended 31st March 2024.

In preparing this statement of accounts the RFO is responsible for:

- a) selecting suitable accounting policies and then applying them consistently;
- b) making judgements and estimates that are responsible and prudent;
- c) complying with the Account and Audit (England) Regulations for Councils 2015 and fully disclosing any significant non-compliance.

The RFO is also responsible for:

- a) keeping proper accounting records which are up to date;
- b) taking responsible steps for the prevention and detection of fraud and other irregularities.

These financial statements represent fairly the financial position of the Conservators as at 31st March 2024 and reflect its income and expenditure during the period.

### **Approved by the Board on**

Signed

Chairman

Signed

Finance Officer

## Finance Officers Report

The 2023-24 year has been one of significant challenges with the sad passing of our CEO and friend James Adler. Quarter 4 saw us welcome our new CEO Mark Pearson and we are looking forward to continuing to deliver for the Forest and its people both in terms of our environmental objectives and our obligations under the Ashdown Forest Act.

From a purely financial perspective the first operational year of car park payments has been a success and has been responsible for us being able to report a surplus for the first time in 3 years. However it is not all good news with the failure of the Landscape Recovery Project to secure funding in the first cycle a significant setback. With the current Countryside Stewardship (CS) Agreement expiring at the end of 2025 the organisation will be applying for a new agreement from 2026 to secure the continuation of the CS work on the Forest.

### Cashflow

Page 1 of this report provides a 12-month rolling summary of the cashflow position of the Conservators of Ashdown Forest (CoAF) organisation moving forward. At the beginning of the 2023-24 financial year the CoAF bank accounts held a total of £302,021 which had risen to £1,076,196 at the close and is forecast to improve more modestly by the close of the 2024-25 financial year to £1,134,890.

Organisational cashflow will always be a challenge for the CoAF due to the nature of rural payments which are typically made 12 to 18 months in arrears. Standing orders advise that the Conservators policy is to hold 6 months salaries and operational cashflow in reserves and the cashflow forecast illustrates where our overall reserves fall below the rolling 6 month figure in the pink cells.

Despite the likelihood of reserves falling below the policy base, short to mid term cashflows remain secure. It is likely that there will be further growth in the reserves over the forthcoming year in the event that the car parking scheme continues as it has commenced.

### Balance Sheet

The most significant movement in current assets from the 2022-23 year end is the increase in cash balances with an associated decrease in accrued income and debtors. The major changes are driven by receipt of the CS settlement for 2023 of £655,288.93 along with cashflows from car parking. We continue to recognise rent and rates only upon receipt.

In terms of Current Liabilities the major significant movements are in creditors which have reduced by £105,230 from the end of 2022-23 to £66,960 at the end of 2023-24, and accrued expenditure which has reduced by £116,679 over the same period. The settlement of the accrued liability of £100k in respect of income from a residual estate and the accrued expense for RAC Forestry of £82,390 are the primary reasons for the reduced liability since the start of the current financial year. The provision for the potential unknown level of fine from the HSE remains pending sentencing in respect of the HSE investigation (this is an estimate and may vary considerably dependent on a number of factors).

Overall we are reporting a surplus of £182,518 for the 2023-24 financial year comprising £147,074 Core surplus and £35,444 CS surplus. As at the year end we are within our policy limits for reserve balances.

### Core Income & Expenditure

Pages 5 and 6 of the report provide a brief variance analysis in respect of significant items both for the quarter and the year to date. From an income perspective we have outperformed budget by £228k. The single largest variance on income, at £111k, is car parking revenue and as the first year of car parking income elapses, it has become clear that our initial expectations of income levels and timings differ from the actuals. I have included the financial report for the first operational year of car parking that was reported at Q3 at the end of this Statement of Accounts in the event it may be of interest to other parties. The other material variance of significance on income is for Wealden District Council at £70k and is driven by the SAMMS Lead Warden costs, which were not known about at the time the budgets were set. This income stream is completely offset by expenditure and is a recharge of cost and overhead.

We also have further favourable variances in respect of Riding Permits and Forest Rents. Riding permits fell by £8k in 2022-23 from 2021-22 and were budgeted to fall again however rose from the previous year resulting in a positive variance of £16k. Similarly Forest Rents also outperformed budget by £12k, while the work undertaken by our new administration manager has resulted in the number of overdue properties reducing by 7%.

Other areas of income outperforming budget included Education, with a positive variance of £12k, Interest, with a positive variance of £14k, and ESCC, where there was no budget for the deficit payment received.

## Finance Officers Report

On the downside we have lower than budgeted receipts for the Information Barn by £20k - It is possible we were over ambitious in our forecast however with the cessation of project activity in this area we were always unlikely to achieve this target. Additionally our ability to free up core staff for CS activities remains limited with an associated £21k deficit against budget. This remains a continuing theme and requires addressing if we are to maximise use of CS funding. Finally the income stream from the Friends of Ashdown Forest was £14k below budget, this related to a particular item of capital expenditure which was planned in 2023-24 but will now take place (and has been placed on order) in 2024-25.

From an expenditure perspective overall, we are £68k over budget. We have dealt with the provision elements within the balance sheet section however in addition we have an overspend of £23k on temporary staff which relates to the administration manager role in Q1-Q3. It should be borne in mind that salaries were effectively two heads down in this period and the cost of temporary staff is significantly higher than permanent employees. At the year end we are at our budgeted headcount for the current financial year.

Finally car parking expenses are also over budget by £14k however this is offset by the increased revenues, and Project Expenditure was unexpectedly high with an £18k adverse variance although some of this was offset by TAFF funding.

### **Countryside Stewardship**

Details of the CS Income and Expenditure can be found on p7 with details of recharged staff hours from Core to CS on p8. CS has underspent against budget historically, creating a surplus which is held in reserves. There are a number of reasons for this build up, the primary one being organisational cashflow since CS is paid annually in arrears of the expenditure, however there are also other challenges including staffing issues. Core recharges to CS, where core staff carry out a CS activity, were again a significant challenge and were under budget in the financial year. In addition the workload is focussed towards the last two quarters due to bird nesting season, as a result it is challenging for the countryside team to get enough contractors during Q3 and Q4 when every countryside organisation is looking to carry out similar activities.

We had budgeted to overspend against CS income in the financial year in order to reach a position at the end of the current agreement whereby there was no surplus, and whilst we overspent against budgeted income there were unforeseen increases in the land parcel rates which resulted in us making a small surplus on CS of £35,444. The Countryside Manager is currently working on a new management plan for review by the CEO and will also be submitting a new grant request for when the existing agreement expires at the end of 2025.

### **Fixed Assets**

Details of the CoAF fixed assets are supplied on p9-p11.

Capital investment in the year to date is £11k consisting of various small items. Standing orders dictate that where possible it is CoAF policy to seek donations or grants for capital items and that these items will be fully expensed in the financial year. The values on the register pertain to purchased value.

A full review of the Fixed Asset register took place in Q4.

### **Banking**

The CoAF currently use HSBC for day to day banking and recently took the decision to seek a banking provider in line with the values of the organisation. Unfortunately at the current time it is not possible for us as an organisation to move to another provider as there are no current account options available, however it looks likely that this will change in the short to medium term with Nationwides' proposed purchase of Virgin Money enabling them to operate a Business Banking facility.

### **Miscellaneous**

During the year we installed a leased line to the premises which will ensure that we are compliant with the changes to the PSTN network as well as futureproofing the organisation and site post 2025 when all networks will have to be digital.

	PRIOR MONTH			April	May	June	July	August	September	October	November	December	January	February	March	April
	Forecast	Actual	Variance	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
Current account		21,237.15														
Deposit accounts (reserves)		944,581.90														
Higher Level Stewardship (reserves allowed for cashflow)		223,304.00														
<b>CASH ON HAND</b>	<b>1,189,123.05</b>	<b>1,189,123.05</b>	<b>0.00</b>	<b>1,076,195.97</b>	<b>1,024,388.47</b>	<b>956,566.45</b>	<b>914,211.90</b>	<b>839,205.79</b>	<b>747,543.21</b>	<b>691,087.66</b>	<b>655,624.28</b>	<b>646,005.33</b>	<b>633,296.94</b>	<b>1,300,021.90</b>	<b>1,199,891.15</b>	<b>1,134,890.44</b>
Charitable Income	713.81	6,086.95	5,373.14	15,561.01	15,561.01	15,561.01	4,711.01	4,711.01	4,711.01	23,861.01	23,861.01	23,861.01	4,677.68	4,677.68	4,677.68	16,339.06
Commercial & Finance	486.30	6,266.08	5,779.78	1,715.45	1,715.45	1,715.45	2,648.37	2,648.37	2,648.37	2,615.31	2,615.31	2,615.31	1,615.45	1,615.45	1,615.45	1,801.22
Education	0.00		0.00	2,437.50	2,437.50	2,437.50	2,437.50	2,437.50	2,437.50	2,437.50	2,437.50	2,437.50	2,437.50	2,437.50	2,437.50	2,559.38
Grants	19,000.00	21,600.04	2,600.04	8,139.75	8,139.75	27,139.75	8,139.75	8,139.75	27,139.75	8,139.75	8,139.75	27,139.75	749,277.71	8,266.42	27,266.42	8,546.74
Income Generation	1,191.94	1,173.64	-18.30	1,258.33	1,258.33	1,258.33	1,891.67	1,891.67	1,891.67	1,841.67	1,841.67	1,841.67	2,758.33	2,758.33	2,758.33	1,321.25
Licences, Permits, Rates, Wayleaves	2,402.89	20,995.93	18,593.04	10,916.75	10,916.75	10,916.75	19,143.54	19,143.54	19,143.54	30,029.41	30,029.41	30,029.41	8,071.70	8,071.70	8,071.70	11,462.59
Car Parking Payments	20,848.74	16,150.95	-4,697.79	32,175.45	28,337.06	22,182.91	19,620.96	25,964.50	19,171.53	42,261.24	69,132.93	32,043.49	30,563.13	27,718.70	20,848.74	32,175.45
Capital Grant Income																
<b>TOTAL CASH INCOME</b>	<b>44,643.67</b>	<b>72,273.59</b>	<b>27,629.92</b>	<b>72,204.24</b>	<b>68,365.85</b>	<b>81,211.70</b>	<b>58,592.80</b>	<b>64,936.34</b>	<b>77,143.37</b>	<b>111,185.89</b>	<b>138,057.58</b>	<b>119,968.14</b>	<b>799,401.50</b>	<b>55,545.78</b>	<b>67,675.82</b>	<b>74,205.68</b>
Salaries	32,538.86	29,403.51	-3,135.35	30,098.84	30,098.84	30,098.84	30,098.84	30,098.84	30,098.84	39,128.49	31,603.78	31,603.78	31,603.78	31,603.78	31,603.78	31,603.78
Pensions	11,388.64	10,706.68	-681.96	10,544.40	10,567.02	10,567.02	10,567.02	10,567.02	10,567.02	14,265.48	11,095.37	11,095.37	11,095.37	11,095.37	11,095.37	11,095.37
PAYE	10,825.75	10,825.75	0.00	11,394.50	10,926.39	10,926.39	10,926.39	10,926.39	10,926.39	14,750.63	11,472.71	11,472.71	11,472.71	11,472.71	11,472.71	11,472.71
VAT			0.00		12621.61			23000.00			15000.00			23000.00		
Direct Debits	11,089.40	7,387.04	-3,702.36	11,054.40	11,334.40	11,344.40	11,054.40	11,088.16	11,117.16	11,378.16	10,798.16	10,798.16	10,968.16	10,798.16	10,798.16	10,798.16
Purchase ledger	100,037.60	126,871.49	26,833.89	60,904.60	60,624.60	60,614.60	70,937.26	70,903.51	70,874.51	67,111.51	67,691.51	67,691.51	67,521.51	67,691.51	67,691.51	63,949.83
Bank charges	15.00	6.20	-8.80	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00
Capital Expenditure	0.00			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL CASH EXPENDITURE</b>	<b>165,895.25</b>	<b>185,200.67</b>	<b>19,305.42</b>	<b>124,011.74</b>	<b>136,187.86</b>	<b>123,566.25</b>	<b>133,598.91</b>	<b>156,598.92</b>	<b>133,598.92</b>	<b>146,649.27</b>	<b>147,676.53</b>	<b>132,676.53</b>	<b>132,676.53</b>	<b>155,676.53</b>	<b>132,676.53</b>	<b>128,934.85</b>
<b>NET CASH MOVEMENT</b>	<b>-121,251.58</b>	<b>-112,927.08</b>	<b>8,324.50</b>	<b>-51,807.50</b>	<b>-67,822.01</b>	<b>-42,354.55</b>	<b>-75,006.11</b>	<b>-91,662.58</b>	<b>-56,455.55</b>	<b>-35,463.38</b>	<b>-9,618.95</b>	<b>-12,708.39</b>	<b>666,724.97</b>	<b>-100,130.75</b>	<b>-65,000.71</b>	<b>-54,729.17</b>
<b>BALANCE CARRIED FORWARD</b>	<b>1,067,871.47</b>	<b>1,076,195.97</b>	<b>8,324.50</b>	<b>1,024,388.47</b>	<b>956,566.45</b>	<b>914,211.90</b>	<b>839,205.79</b>	<b>747,543.21</b>	<b>691,087.66</b>	<b>655,624.28</b>	<b>646,005.33</b>	<b>633,296.94</b>	<b>1,300,021.90</b>	<b>1,199,891.15</b>	<b>1,134,890.44</b>	<b>1,080,161.27</b>
								<b>-111,621.16</b>	<b>-116,474.96</b>	<b>-174,575.86</b>	<b>-195,683.48</b>	<b>-217,502.15</b>				

## COAF BALANCE SHEET to 31st March 2024

### Balance Sheet

	2022/23	2023/24	Movement
<b>CURRENT ASSETS</b>	<b>£</b>	<b>£</b>	
INFORMATION CENTRE STOCK	4,664	3,103	-1,561
RENTS AND RATES OUTSTANDING			0
DEBTORS	95,689	11,146	-84,543
ACCRUED INCOME	883,839	206,499	-677,340
PAYMENTS IN ADVANCE	1,484	2,267	783
ACCRUED CAR PARK INCOME	21,153	17,497	-3,656
FUEL & STAMPS	3,367	2,611	-756
CASH ON DEPOSIT	277,335	1,059,152	781,817
CASH ON HAND	25,195	17,375	-7,820
VAT	16,252		-16,252
<b>TOTAL ASSETS</b>	<b>1,328,977</b>	<b>1,319,649</b>	<b>-9,328</b>
<b>CURRENT LIABILITIES</b>	<b>£</b>	<b>£</b>	
CREDITORS	172,190	66,960	-105,230
PAYE, NI,PENSIONS	19,516	21,939	2,423
CREDIT CARD			0
CAR PARK INCOME	55,886	52,274	-3,612
ACCRUED EXPENDITURE	153,046	56,572	-96,474
DEPOSITS IN HAND	14,875	13,300	-1,575
VAT		12,622	12,622
<b>TOTAL LIABILITIES</b>	<b>415,513</b>	<b>223,667</b>	<b>-191,846</b>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>	<b>913,464</b>	<b>1,095,982</b>	<b>182,518</b>
<b>NET ASSETS</b>	<b>913,464</b>	<b>1,095,982</b>	<b>182,518</b>

### STATEMENT OF RESERVES AS AT 31ST MARCH 2024

	CORE	HLS*	CS	TOTAL
<b>Reserves Balance as at 1.4.23</b>	<b>263,580</b>	<b>223,304</b>	<b>426,581</b>	<b>913,464</b>
Plus Income	1,005,222	-	680,026	1,685,248
Less Expenditure	858,148	-	644,581	1,502,730
<b>RESERVES BALANCE AS AT 31.3.24</b>	<b>410,654</b>	<b>223,304</b>	<b>462,025</b>	<b>1,095,982</b>
<b>RESERVES MOVEMENT YTD</b>	<b>147,074</b>	<b>-</b>	<b>35,444</b>	<b>182,518</b>

RESERVES POLICY per the Financial Regulations adopted by the Board of Conservators on 17th January 2022

2.2 It shall be the Board's policy to maintain a Core Reserve at a level sufficient to cover a minimum of six months' expenditure on salaries and overhead costs.

2.3 The organisation will maintain other reserves as required to be reviewed annually

2.4 The Core reserve should be held as cash in short to medium notice deposit bank accounts.

**Additional note:** \*Higher Level Stewardship (HLS) was a conservation programme preceding CS – paid bi-annually in arrears. There was a surplus of £223,304 when the programme ceased at the end of 2016. These funds are currently being used for cash flow management and will ultimately be spent in the spirit of the original agreement under the guidance of Natural England.

**Income and Expenditure to 31st March 2024  
Core and Countryside Stewardship Combined**

<b>INCOME SUMMARY</b>	<b>2023/24 Budget £</b>	<b>2023/24 Actual £</b>
Licences & Forest Rate	188,670	208,271
Unrestricted Funding (WDC, AFT, T/PCs)	324,348	536,081
Income Generation and Donations	23,280	12,629
Forest Products incl. Meat and Deer Carcasses	20,881	28,557
Visitors	38,745	17,581
Financial	240	18,586
<b>Total Unrestricted Income</b>	<b>596,164</b>	<b>821,705</b>

<b>Income from Other Restricted Funding/Grants</b>	<b>31,419</b>	<b>33,699</b>
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Countryside Stewardship Funding from RPA	605,168	680,026
<b>Total Income from Countryside Stewardship Funding</b>	<b>605,168</b>	<b>680,026</b>

<b>TOTAL INCOME</b>	<b>1,232,751</b>	<b>1,535,429</b>
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<b>EXPENDITURE SUMMARY</b>	<b>2023/24 Budget £</b>	<b>2023/24 Actual £</b>
Core Forest Staff Costs	370,726	367,695
Operational Expenses	230,737	242,588
Administration Overheads	115,643	146,540
Financial	22,988	30,912
Visitors	23,032	12,749
Capital Purchases - Core	0	10,809
Governance/Charity set-up	-	77
<b>Total Core Expenditure</b>	<b>763,126</b>	<b>811,370</b>

<b>Expenditure from Other Ringfenced Funding</b>	<b>16,603</b>	<b>46,778</b>
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C.S. Work Programme Project Expenditure	352,510	328,696
Staff Costs (Countryside Stewardship)	332,261	315,885
<b>Total Expenditure from Countryside Stewardship Funding</b>	<b>684,771</b>	<b>644,581</b>

<b>Countryside Stewardship Staff Recharges</b>	<b>117,243</b>	<b>149,819</b>
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<b>TOTAL EXPENDITURE</b>	<b>1,347,258</b>	<b>1,352,911</b>
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<b>SURPLUS OF INCOME OVER EXPENDITURE</b>	<b>(114,506)</b>	<b>182,518</b>
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<b>Note: Allocation of surplus</b>	<b>Budget</b>	<b>Actual</b>
Surplus / (Deficit) attributable to Core Budget	25,096	147,074
Surplus / (Deficit) attributable to Countryside Stewardship	(139,603)	35,444
	<b>(114,506)</b>	<b>182,518</b>



## CORE FINANCE SUMMARY 2023/24

INCOME SUMMARY	2023/24 BUDGET £	2023/24 ACTUAL YTD £
Licences & Forest Rate	188,670	208,271
Countryside Stewardship Recharge	177,243	149,819
Unrestricted funding (ESCC, WDC, AFT, PCs)	324,348	536,081
Income generation and Donations	23,280	12,629
Forest Products incl. Meat and Deer Carcasses	20,881	28,557
Visitors	38,745	17,581
Financial	240	18,586
<b>TOTAL UNRESTRICTED CORE INCOME</b>	<b>773,407</b>	<b>971,524</b>

Restricted Funds (to be spent under terms of funding restrictions only)	31,419	33,699
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<b>TOTAL CORE INCOME</b>	<b>804,826</b>	<b>1,005,222</b>
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EXPENDITURE SUMMARY	2022/23 BUDGET £	2022/23 ACTUAL YTD £
Core Forest Staff Costs	370,726	367,695
Operational expenses	230,737	242,588
Administration Overheads	115,643	146,540
Financial	22,988	30,912
Visitors	23,032	12,749
Governance/Charity set up	-	77
<b>TOTAL NON CAPITAL CORE EXPENDITURE</b>	<b>763,126</b>	<b>800,561</b>

<b>Expenditure from Ringfenced Funding</b>	<b>16,603</b>	<b>46,778</b>
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<b>Total Core Capital Expenditure</b>	<b>0</b>	<b>10,809</b>
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<b>TOTAL CORE EXPENDITURE</b>	<b>779,730</b>	<b>858,148</b>
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CORE 2023/24 SUMMARY	BUDGET	ACTUAL YTD
Total COAF CORE Income	804,826	1,005,222
Total COAF CORE Expenditure	(779,730)	(858,148)
<b>Surplus/(Deficit)</b>	<b>25,096</b>	<b>147,074</b>

**CORE BUDGET INCOME**

	2023/24	2023/24	2023/24	2023/24	2023/24	2023/24	COMMENTARY
	Q4 Budget	Q4 Actual	Q4 Variance	FULL YTD Budget	FULL YTD Actual	FULL YTD Variance	
	£	£	£	£	£	£	
<b>Rents, Licences &amp; Wayleaves</b>	<b>22,259</b>	<b>70,486</b>	<b>48,227</b>	<b>188,670</b>	<b>208,271</b>	<b>19,601</b>	Recognised on receipt
Domestic (Track) Rents	2,011	3,455	1,443	20,115	32,243	12,128	Highest compliance past four years - ahead of phased budget
<b>Commercial Rents/Licences and Wayleaves</b>							
Wayleaves - BT	-	52,775	52,775	53,514	53,298	- 216	
Ice Cream Licence	6,875	1,917	- 4,958	27,500	22,833	- 4,667	Full year below budget due to Coffee Shack ceasing trading
MOD licence	-	-	-	11,000	11,000	-	
Cats Protection	-	-	-	3,724	3,724	-	
Dog Walking Licence	396	58	- 338	1,583	1,105	- 478	
Wayleaves - Other utilities	278	900	623	1,110	1,140	30	
Model Airplane Licence	-	-	-	456	987	531	
<b>Riding Permits</b>	<b>6,267</b>	<b>1,621</b>	<b>- 4,645</b>	<b>25,067</b>	<b>41,436</b>	<b>16,368</b>	Strong income exceeding budget which anticipated lower take up for fiscal year
Forest Rate	3,145	4,798	1,653	31,451	30,685	- 766	Receipts slightly under budget
<b>Residential Property Sales Fees</b>							
Consideration Fees	750	2,333	1,583	3,000	4,619	1,619	
Deed of Covenant	250	116	- 134	1,000	695	- 305	
Licence preparation fees	250	578	328	1,000	1,215	215	
<b>Temporary licences (incl Filming, Wood, Events)</b>							
Wood Permits	625	1,707	1,082	2,500	2,167	- 333	
Commercial licences	125	229	104	500	258	- 242	
Filming Permits	1,250	-	- 1,250	5,000	655	- 4,345	Difficult to forecast - behind budget FY
Temporary licences	38	-	- 38	150	212	62	
Other licences	-	-	-	-	-	-	
<b>Income Generation and Donations</b>	<b>5,955</b>	<b>4,603</b>	<b>- 1,352</b>	<b>23,280</b>	<b>12,629</b>	<b>- 10,651</b>	
Memorials	2,500	-	- 2,500	10,000	-	- 10,000	Policy is now for memorial income to go through TAFF
Donations incl. Donations Box and Post	775	1,422	647	3,700	2,976	- 724	
Donate! Text Giving	250	135	- 115	1,000	535	- 465	
Car stickers	-	-	-	-	-	-	
Online maps and walks leaflets	500	362	- 139	2,000	1,729	- 271	
EasyFundraising	50	84	34	200	246	46	
Ashdown Forest Riding Association	1,000	2,600	1,600	4,000	4,400	400	Donations received intermittently - likely to be no issues FY
Car Park Maintenance	380	-	- 380	380	1,756	1,376	Includes contribution relating to vandalised signage
Deposits	-	-	-	-	-	-	
Corporate volunteers	-	-	-	-	-	-	
Renewable Heat Incentive (Boiler)	250	-	- 250	1,000	-	- 1,000	RHI incentive not claimed due to issues with measuring moisture content in wood
Feed in Tariff (Solar Panels)	250	-	- 250	1,000	987	- 13	
<b>Unrestricted Funding</b>	<b>58,562</b>	<b>182,051</b>	<b>123,489</b>	<b>324,348</b>	<b>536,081</b>	<b>211,733</b>	
Ashdown Forest Trust	-	32,550	32,550	65,100	65,100	-	
The Ashdown Forest Foundation	-	9,333	9,333	25,000	24,165	- 835	Purchase of replacement for Polaris rescheduled to Q1 2024-25
ESCC	-	23,013	23,013	-	24,213	24,213	Deficit funded for 2022-23
WDC	2,500	21,831	19,331	10,000	80,422	70,422	Budget did not include SAMMS lead warden - additional income covers expense
Parish Councils	625	-	- 625	2,500	4,000	6,500	Budgeting error
Car Park Revenue	56,687	95,324	38,637	226,748	338,181	111,433	An extremely positive revenue stream for the Forest - ahead of expectations
<b>Sale of Forest Products including Meat and Deer Carcasses</b>	<b>5,738</b>	<b>14,707</b>	<b>8,969</b>	<b>20,881</b>	<b>28,557</b>	<b>7,676</b>	
Sale of forest products	150	3,629	3,479	3,000	3,679	679	
Turkey Oak	-	-	-	-	-	-	
Pony Grazing Programme	1,750	-	- 1,750	7,000	-	- 7,000	Income from TAFF once expenditure recognised
Grazing Project Income (deer)	1,750	1,727	- 23	2,500	4,184	1,684	Sale of carcasses to game dealer
Sheep meat sales	375	3,675	3,300	1,500	7,698	6,198	Strong performance - Hogget sales
Wool	-	-	-	30	21	- 9	
Sale of breeding sheep	422	1,800	1,378	1,689	1,800	111	
Beef	500	4,123	3,623	2,000	4,173	2,173	Strong performance
Sale of Breeding cattle	488	-	- 488	1,950	1,998	48	
Miscellaneous Other	303	248	- 55	1,212	5,003	3,791	Sussex Lund - Accrued income received following report submission
<b>Visitors</b>	<b>7,986</b>	<b>4,329</b>	<b>- 3,658</b>	<b>38,745</b>	<b>17,581</b>	<b>- 21,164</b>	
Barn sales	6,000	2,422	- 3,578	30,000	10,121	- 19,879	Over budgeted - Barn project on hold through fiscal year
Pop-up café	50	-	- 50	1,000	-	- 1,000	
Sheep Proof your Dog	609	-	- 609	2,435	1,529	- 906	No longer part of CoAF programme of events in future
AF Centre Events	750	714	- 36	3,000	1,248	- 1,752	Over budgeted - Barn project on hold through fiscal year
Education team-run events	150	863	713	600	2,792	2,192	Underbudgeted - education team generating good uptake
Hire of premises	125	150	25	500	916	416	
Hire of staff/equipment	50	-	- 50	200	-	- 200	
Talks by staff	128	180	53	510	975	465	
Miscellaneous Amenity and Community	125	-	- 125	500	-	- 500	
<b>Financial</b>	<b>60</b>	<b>3,194</b>	<b>3,134</b>	<b>240</b>	<b>18,586</b>	<b>18,346</b>	
Bank Interest	60	3,194	3,134	240	14,555	14,315	Additional income due to high interest rates
Sale of Assets	-	-	-	-	-	-	
Insurance Claims	-	-	-	-	3,982	3,982	
Other Finance	-	-	-	-	50	50	
<b>Restricted Funds (designated for a specific purpose)</b>	<b>7,855</b>	<b>- 113</b>	<b>- 7,967</b>	<b>31,419</b>	<b>33,699</b>	<b>2,280</b>	
Friends of Ashdown Forest	3,428	-	- 3,428	13,710	-	- 13,710	Income streams forecast in Q4 in respect of capital expenditure now Q1 2024-25
Ashdown Forest Conservation Trust	-	-	-	-	-	-	
Other grants or funding received	850	-	- 850	3,400	3,576	176	
School income for school visits	3,577	113	- 3,690	14,309	26,623	12,314	Underbudgeted - education team generating good uptake
Project income	-	-	-	3,500	3,500	-	Overprovision of Black Grouse project expenditure at year end
<b>COAF CORE INCOMES</b>	<b>108,415</b>	<b>279,257</b>	<b>170,842</b>	<b>627,583</b>	<b>855,403</b>	<b>227,821</b>	
<b>Countryside Stewardship Staff Recharge</b>	<b>44,311</b>	<b>37,806</b>	<b>- 6,504</b>	<b>177,243</b>	<b>149,819</b>	<b>- 27,424</b>	
Core staff: 1.8 multiplier difference above employee cost	29,311	28,092	- 1,218	117,243	110,409	- 6,834	Driven by CS payroll
Contracted-out in-house staff	15,000	9,714	- 5,286	60,000	39,409	- 20,591	Under utilisation of Core on CS a continuing theme
<b>TOTAL COAF CORE INCOME AFTER RECHARGES</b>	<b>152,726</b>	<b>317,063</b>	<b>164,338</b>	<b>804,826</b>	<b>1,005,222</b>	<b>200,396</b>	
Total core income	100,560	279,370	178,809	596,164	821,705	225,541	
CS recharge	44,311	37,806	- 6,504	177,243	149,819	- 27,424	
Other Restricted Funding/Grants (designated for a specific purpose)	7,855	- 113	- 7,967	31,419	33,699	2,280	
Total income	152,726	317,063	164,338	804,826	1,005,222	200,396	

CORE BUDGET EXPENDITURE							
	2023/24	2023/24	2023/24	2023/24	2023/24	2023/24	COMMENTARY
	Q4	Q4	Q4	FULL YTD	FULL YTD	FULL YTD	
	Budget	Actual	Variance	Budget	Actual	Variance	
	£	£	£	£	£	£	
<b>CORE Staff Costs</b>	<b>92,681</b>	<b>101,336</b>	<b>- 8,654</b>	<b>370,726</b>	<b>367,695</b>	<b>3,031</b>	
Gross salaries	67,747	78,156	- 10,409	270,989	283,421	- 12,431	
Employer's NI	6,734	7,823	- 1,089	26,936	27,732	- 796	
Employer's pension contribution	18,200	15,356	2,844	72,800	56,542	16,258	
<b>Operational expenses</b>	<b>57,684</b>	<b>67,794</b>	<b>- 10,110</b>	<b>230,737</b>	<b>242,588</b>	<b>- 11,850</b>	
<b>Transport, machinery, equipment (incl vehicle insurance)</b>	<b>15,641</b>	<b>17,582</b>	<b>- 1,941</b>	<b>62,564</b>	<b>68,201</b>	<b>- 5,637</b>	
Machinery (Big) - Parts	250	312	- 62	1,000	1,543	- 543	
Machinery (Big) - Repairs	700	-	700	2,800	2,305	495	
Machinery hire	250	-	250	1,000	-	1,000	
Machinery (Small) - Parts and fuel	391	20	371	1,565	667	898	
Machinery (Small) - Repairs	424	27	397	1,695	1,261	434	
Tractors - Fuel & Oil	1,648	1,541	107	6,591	3,976	2,615	
Tractors - Parts	188	155	33	752	910	- 157	
Tractors - Insurance	1,341	1,343	- 2	5,365	5,239	126	
Tractors - Repairs	500	429	71	2,000	5,339	- 3,339	GX12 FGM repair Haynes Agricultural £4.3k
Tractors - Servicing	700	-	700	2,800	400	2,400	
Vehicles - Fuel & Oil	2,158	3,262	- 1,104	8,633	11,835	- 3,202	Usage and costs increased since budget set
Vehicles - Repairs	2,250	2,089	161	9,000	10,382	- 1,382	Landrover E1.4k Q4 - aging fleet
Vehicles - Servicing	625	325	300	2,500	2,998	- 498	
Vehicles - Parts	250	185	65	1,000	875	125	
Vehicles - Insurance	3,159	3,403	- 243	12,638	12,891	- 253	
Vehicles - Licences	696	960	- 264	2,784	2,560	224	
Radio	-	3,528	- 3,528	-	4,775	- 4,775	Niro software update - Fully funded by TAFF
Hand tools	110	-	110	440	245	195	
<b>Income Generation expenses</b>	<b>23,038</b>	<b>37,663</b>	<b>- 14,624</b>	<b>92,154</b>	<b>106,157</b>	<b>- 14,003</b>	Car parking scheme expenses - over budget offset by increased revenues
<b>Staff expenses</b>	<b>5,140</b>	<b>3,625</b>	<b>1,515</b>	<b>20,560</b>	<b>17,371</b>	<b>3,189</b>	
HR expenses	4,250	1,385	2,865	17,000	9,391	7,609	Peninsula costs from 12.22
Travel expenses	65	99	- 34	260	294	- 34	
Staff mileage expenses	75	-	75	300	-	300	
Staff and Volunteer Clothing	125	1,240	- 1,115	500	1,530	- 1,030	Under budgeted
Staff training	625	900	- 275	2,500	6,156	- 3,656	Underbudgeted - Wind blown trees & 4x4 training course
<b>Volunteer expenses</b>	<b>500</b>	<b>100</b>	<b>400</b>	<b>2,000</b>	<b>448</b>	<b>1,552</b>	
Volunteer mileage expenses	125	86	39	500	448	52	
Meetings & volunteer expenses	375	14	361	1,500	-	1,500	
<b>Byelaws and signage</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>545</b>	<b>- 545</b>	
<b>General conservation</b>	<b>2,500</b>	<b>3,030</b>	<b>- 530</b>	<b>10,000</b>	<b>12,430</b>	<b>- 2,430</b>	
Woodland management (contractor costs)	2,500	3,030	- 530	10,000	12,430	- 2,430	Dangerous tree clearance - contractor costs
<b>Pony Grazing Programme</b>	<b>0</b>	<b>402</b>	<b>- 402</b>	<b>0</b>	<b>1,545</b>	<b>- 1,545</b>	Offset by accrued income from TAFF
<b>General Operations</b>	<b>8,315</b>	<b>4,002</b>	<b>4,313</b>	<b>33,260</b>	<b>34,056</b>	<b>- 796</b>	
Car park surface materials	2,500	-	2,500	10,000	7,725	2,275	
Bridges	-	-	-	-	465	- 465	
Ride maintenance and Riding-related expenses	1,440	-	1,440	5,760	4,320	1,440	Ride repairs inc plant hire for 5 days
Non-CS Fencing	-	-	-	-	126	- 126	
PR and Leaflets	3,000	2,850	150	12,000	11,400	600	
Litter disposal	500	1,000	- 500	2,000	2,895	- 895	
Commoners' Expenses	125	-	125	500	478	22	
Health & Safety	750	152	598	3,000	6,647	- 3,647	HSE investigation fees and charges ongoing
<b>Other</b>	<b>2,550</b>	<b>1,390</b>	<b>1,160</b>	<b>10,200</b>	<b>1,836</b>	<b>8,364</b>	
Memorials	2,250	965	1,285	9,000	1,220	7,780	Difficult to forecast - will be invoiced to TAFF on consolidation
Vachery	-	-	-	-	-	-	
Subscriptions	250	-	250	1,000	-	1,000	
Miscellaneous Amenities and Community Costs	50	425	- 375	200	615	- 415	
<b>Administration Overheads</b>	<b>28,732</b>	<b>25,611</b>	<b>3,121</b>	<b>115,643</b>	<b>146,540</b>	<b>- 30,897</b>	
<b>Forest Centre Running costs (rates, utilities, maintenance)</b>	<b>7,318</b>	<b>8,114</b>	<b>- 796</b>	<b>28,249</b>	<b>33,473</b>	<b>- 5,224</b>	
Office furniture - small items	-	120	- 120	-	120	- 120	
Buildings Maintenance	2,500	173	2,327	10,000	7,204	2,796	
Buildings Services	2,575	3,304	- 729	10,300	13,989	- 3,689	Underbudgeted External cleaning contractor - budgeting across multiple GL
Refreshments	0	-	-	1	533	- 532	
Rates (WDC)	452	276	176	1,808	921	887	
Electricity	1,538	2,485	- 948	5,125	6,507	- 3,382	Underbudgeted - Rise in electricity costs
Water rates	141	580	- 439	565	951	- 386	
Boiler costs	113	1,176	- 1,064	450	1,248	- 798	1k log splitting costs for boiler - HCU forestry
<b>Other core staff costs (contract staff, recruitment expenses)</b>	<b>5,708</b>	<b>7,390</b>	<b>- 1,682</b>	<b>22,832</b>	<b>45,613</b>	<b>- 22,781</b>	Temporary Administration managers during Q1-3
<b>Post, phone, printing, stationery</b>	<b>3,133</b>	<b>4,620</b>	<b>- 1,486</b>	<b>14,274</b>	<b>20,587</b>	<b>- 6,313</b>	
Postage	130	22	108	1,300	812	488	
Stationery	40	82	- 42	400	530	- 130	
Stationery - Printing	120	470	- 350	1,200	2,283	- 1,083	Under budgeted
Telephone	2,843	4,045	- 1,201	11,374	16,962	- 5,588	Phone services rationalised with provision of leased line - increased cost over budget
<b>Professional Fees</b>	<b>4,033</b>	<b>2,415</b>	<b>6,447</b>	<b>16,130</b>	<b>16,431</b>	<b>- 301</b>	
Audit and accountancy	1,500	1,492	2,992	6,000	6,162	- 162	
Legal	1,095	923	2,018	4,380	1,847	2,533	
Other professional fees	1,438	-	1,438	5,750	8,423	- 2,673	5.8k modelling advice re pensions
<b>Insurances, excluding vehicles</b>	<b>3,705</b>	<b>4,231</b>	<b>- 526</b>	<b>14,821</b>	<b>14,941</b>	<b>- 120</b>	
Insurance buildings	3,005	3,858	- 853	12,019	13,436	- 1,416	
Trustee Indemnity Insurance	426	373	52	1,702	1,506	197	
Other Insurance	275	-	275	1,100	-	1,100	
<b>IT</b>	<b>4,797</b>	<b>3,566</b>	<b>1,231</b>	<b>19,187</b>	<b>14,152</b>	<b>5,035</b>	
Computing - hardware & software small items	25	40	- 15	100	20	80	
Computing - service	3,572	3,108	464	14,287	13,377	911	
Website Costs	1,200	418	782	4,800	756	4,044	
<b>Miscellaneous</b>	<b>38</b>	<b>105</b>	<b>- 67</b>	<b>150</b>	<b>1,343</b>	<b>- 1,193</b>	
Miscellaneous finance and support purchases	38	105	- 67	150	1,343	- 1,193	Final Rytec finance purchase agreement payment - Bird food AFC
<b>Financial</b>	<b>5,747</b>	<b>8,189</b>	<b>- 2,442</b>	<b>22,988</b>	<b>30,912</b>	<b>- 7,924</b>	
<b>Irrecoverable rents and rates and bad debts</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
Bad debt write off	-	-	-	-	-	-	
Irrecoverable Rents and Rates	-	-	-	-	-	-	
<b>Bank charges</b>	<b>238</b>	<b>97</b>	<b>140</b>	<b>950</b>	<b>669</b>	<b>281</b>	
Bank Interest Paid	-	-	-	-	-	-	
Bank charges	238	97	140	950	669	281	
<b>Other Financial expense</b>	<b>5,510</b>	<b>8,091</b>	<b>- 2,582</b>	<b>22,038</b>	<b>30,243</b>	<b>- 8,205</b>	
Input VAT irrecoverable (non-CS)	4,000	7,614	- 3,614	16,000	27,628	- 11,628	Forecasting difficult due to partial exemption status
Suspense account and adjustments	1,210	125	1,085	4,838	-	4,838	
Credit card terminal	275	353	- 78	1,100	1,899	- 799	
Financial expense - other	25	-	25	100	716	- 616	
<b>Visitors</b>	<b>5,758</b>	<b>792</b>	<b>4,966</b>	<b>23,032</b>	<b>12,749</b>	<b>10,283</b>	
<b>Information Centre (Shop)</b>	<b>4,762</b>	<b>594</b>	<b>4,168</b>	<b>19,050</b>	<b>6,746</b>	<b>12,304</b>	
Barn stock - Opening	-	-	-	-	-	-	
Barn Stock - Closing	-	-	-	-	-	-	
Info centre purchases other than stock	75	78	- 3	300	151	149	
Stock for resale	4,687	517	4,171	18,750	4,225	14,525	
Centre Development	-	-	-	-	2,370	- 2,370	Various primarily ecology survey 1.3k
<b>Forest Centre Events</b>	<b>995</b>	<b>198</b>	<b>797</b>	<b>3,982</b>	<b>6,003</b>	<b>- 2,021</b>	
Forest Centre Events	250	123	127	1,000	424	576	
Sheep Proof Your Dog	595	-	595	2,382	1,353	1,029	
Pop-up Café	150	7	143	600	78	522	
SAMMS	-	68	- 68	-	4,148	- 4,148	Budgeting omission - offset by revenue from WDC
<b>Governance/Charity Expenditure</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>77</b>	<b>- 77</b>	
Funding for charity	-	-	-	-	77	- 77	
<b>Expenditure from Ringfenced Funding</b>	<b>4,151</b>	<b>5,758</b>	<b>- 1,608</b>	<b>16,603</b>	<b>46,778</b>	<b>- 30,175</b>	
Education programme resources	3,213	1,742	1,471	12,852	13,572	- 719	Excess of spending on education not covered by CS
Travel bursaries for schools	0	229	- 229	0	2,623	- 2,623	Budgeting omission - offset by revenue
Education Team-run Events	938	3,788	- 2,850	3,751	12,386	- 8,635	Budgeting error - partially offset by revenue
Project Expenditure	-	-	-	-	18,198	- 18,198	Budgeting omission - largely offset by revenues from TAFF
<b>Total non capital Expenditure</b>	<b>194,754</b>	<b>209,480</b>	<b>- 14,727</b>	<b>779,730</b>	<b>847,339</b>	<b>- 67,609</b>	

Capital Expenditure	0	0	0	10,809	- 10,809		
Office Furniture - Capital	-	-	-	-	4,986	- 4,986	
Computing - Hardware & Software - Capital	-	-	-	0	5,298	- 5,298	2 off Dell Optiplex, Education laptop
Machinery (Big) - Acquisition - Capital	-	-	-	-	-	-	
Machinery (Big) - Parts - Acquisition - Capital	-	-	-	-	-	-	
Machinery (Small) - Acquisition - Capital	-	-	-	-	-	-	
Machinery (Big) - Acquisition - Capital	0	-	0	0	525	- 525	Husqvarna 535RXT Brushcutter
Tractors Acquisition - Capital	-	-	-	-	-	-	
Vehicles Acquisition - Capital	-	-	-	-	-	-	
Vehicles - Parts - Capital	-	-	-	-	-	-	
Site Buildings - Capital	-	-	-	-	-	-	
<b>COAF CORE EXPENDITURE</b>	<b>194,754</b>	<b>209,480</b>	<b>- 14,727</b>	<b>779,730</b>	<b>858,148</b>	<b>- 78,419</b>	

## COUNTRYSIDE STEWARDSHIP FINANCE 2023/24

FULL YEAR SUMMARY	BUDGET 2023/24	ACTUAL YTD	VARIANCE
Surplus brought forward at Year End 31 March 2023	426,581	426,581	-
Projected Income/Expenditure Surplus for Year Ending 31 March 2024	- 139,602	35,444	175,046
Projected Surplus/deficit to be carried forward	194,168	462,025	175,046
<b>INCOME</b>			
Heathland Area Projects (LH1)	510,305	575,045	64,740
Bracken Supplement (SP3)	38,470	52,460	13,990
Educational Visits (ED1)	7,250	9,269	2,019
Woodland CS (WD2): Woodland Management	49,143	43,252	- 5,891
<b>TOTALS</b>	<b>605,168</b>	<b>680,026</b>	<b>74,857</b>
<b>EXPENDITURE</b>			
Heathland Area Projects (LH1)	573,900	550,910	- 22,990
Bracken Supplement (SP3)	43,651	50,937	7,286
Educational Visits (ED1)	7,250	9,269	2,019
Woodland CS (WD2): Woodland Management	59,970	33,466	- 26,504
Core recharges	60,000	-	- 60,000
<b>TOTALS</b>	<b>744,771</b>	<b>644,581</b>	<b>- 100,190</b>
<b>SURPLUS/(DEFICIT) FOR CURRENT FINANCIAL YEAR</b>	<b>- 139,603</b>	<b>35,444</b>	<b>175,047</b>
<b>CS STAFF COSTS</b>			
<b>CS staff (funded by LH1)</b>	<b>288,655</b>	<b>290,800</b>	<b>2,145</b>
<i>CS Staff total cost to employer (including NI, Pension)</i>	179,394	192,310	12,916
<i>1.8 multiplier difference to be attributed to Forest Core Budget</i>	109,261	98,489	- 10,772
<b>Deer Programme staff (funded by WD2)</b>	<b>43,606</b>	<b>25,085</b>	<b>- 18,521</b>
<i>CS Deer Staff total cost to employer (including NI, Pension)</i>	26,831	13,165	- 13,666
<i>1.8 multiplier difference to be attributed to Forest Core Budget</i>	16,775	11,920	- 4,855
<b>TOTAL STAFF COSTS</b>	<b>332,261</b>	<b>315,885</b>	<b>- 16,376</b>
<b>HEATHLAND AREA PROJECTS (LH1)</b>			
<b>01 - MH31/03 Manage Scrub (Gorse)</b>	<b>58,000</b>	<b>51,136</b>	<b>- 6,864</b>
02 - AP30/01 Wild Fire Risk and Plan	500	6,388	5,888
03 - MH31/01 Birch, Oak, Willow and Scots Pine Control	54,781	50,600	- 4,181
04 - MS00/02 Remove Rhododendron and Gaultheria (Heathland)	1,000	106	- 894
06 - MD31/01 Invisible Fencing	2,190	11,177	8,987
06 - MD31/02 Provide/Maintain Livestock Control Structures (Visible)	10,000	20,350	10,350
07 - MC8 Clump Management	-	212	212
08 - MG00/01 Conservators Grazing - Cattle	8,000	11,015	3,015
09 - MG00/02 Commoners Headage Payments	21,000	21,010	10
10 - MG00/03 Commoners Herd Project	-	3,847	3,847
11 - MG10/01 Conservators Grazing - Sheep	10,000	7,851	- 2,149
12 - MG20/01 Conservators Grazing - Ponies	2,500	965	- 1,535
13 - MD03/01 Livestock Welfare Facility - Barn at Little Broadstone	-	-	-
13 - MD03 Livestock Welfare Facility	-	-	-
14 - ME02/01 Maintain signs and boards	-	-	-
15 - MH37/01 Manage Heather	-	2,084	2,084
15 - MH32/03 Manage Grassland (Mowing)	100	-	-
17 - MH31/02 Removal of Invasive Woodland	-	847	847
18 - MS00/03 Remove Turkey Oak	-	-	-
20 - MH02/01 Create Glades (wood permits)	1,500	2,752	1,252
19 - MS10/01 Control of non-native species (spraying)	3,000	2,223	- 777
21 - MH04/01 Annual mowing of rides	5,000	-	-
25 - MH61/01 Manage Habitat (open waters, etc) by excavation	750	-	750
26 - MH64/01 Manage Habitat (open waters, etc) dredging	750	-	750
MH3 Manage Heather	-	318	318
29 - MI100 Ashdown Forest Life	-	-	-
27 - Monitoring of Flora	3,387	741	- 2,646
28 - Monitoring of Fauna	-	2,223	2,223
Conservators Grazing Capital - Vehicles	-	-	-

Conservators Grazing Capital - Equipment	-	-	-
Conservators Grazing Capital - Other	-	-	-
Heathland Conservation - Contractors	-	-	-
Stakeholder Consultation Project	60,000	7,942	52,058
Grazing Assistant Contractor	15,000	-	15,000
<b>Bracken Supplement (SP3)</b>	<b>43,651</b>	<b>50,937</b>	<b>7,286</b>
05 - MH32/02 Bracken Control	43,651	50,937	7,286
<b>Educational Visits (ED1)</b>	<b>7,250</b>	<b>9,269</b>	<b>2,019</b>
28 - MI60 School Visits - Teacher time & support costs (ED1)	7,250	9,269	2,019
<b>Woodland CS (WD2): Woodland Management</b>	<b>5,000</b>	<b>4,906</b>	<b>94</b>
17 - MS00/01 Rhododendron Removal by Cutting/Spraying (Woodland)	5,000	4,906	94
<b>Woodland CS (WD2): Deer Management (See supporting budget)</b>	<b>11,364</b>	<b>3,475</b>	<b>7,889</b>
22 - MS30/01 Deer Project additional costs (excl.staff cost)	11,364	3,475	7,889
<b>Fencing Public Consultation and Application</b>	<b>-</b>	<b>-</b>	<b>-</b>
Project costs from Project Budget v1			
<b>ADDITIONAL EXPENDITURE (LH1)</b>	<b>27,787</b>	<b>56,326</b>	<b>28,539</b>
Staff Expenses and Training	1,000	2,455	1,455
Pond Maintenance	-	792	792
CMSi Software & Training	-	-	-
Memberships/Subscriptions	64	379	315
Small tools and equipment (under £100)	500	329	171
Vehicle expenses including repairs	4,000	881	3,119
Machinery repairs	500	-	500
Mapping Plan	6,723	-	6,723
VAT	15,000	53,074	38,074
<b>Capital purchases</b>	<b>-</b>	<b>-</b>	<b>-</b>
Machinery capital	-	-	-
Capital items for deer programme			
Other capital items			
Total staff costs	332,261	315,885	16,376
Total projects and supporting costs	352,510	328,696	23,814
CS capital purchases	-	-	-
<b>TOTAL CS EXPENDITURE</b>	<b>684,771</b>	<b>644,581</b>	<b>40,190</b>
<b>IN HOUSE STAFF COSTS RECHARGE FROM CORE CURRENT YEAR</b>	<b>60,000</b>	<b>39,357</b>	



## ASSET REGISTER 2023-24

### SUMMARY OF TOTALS

	£
Ashdown Forest Centre buildings (Insured replacement value)	2,205,195
Whitehouse Barn (Insured value)	128,921
Contents, stock, equipment, machinery	391,910
Vehicles	284,429
Livestock	53,395
<b>Asset value for annual return</b>	<b>3,063,850</b>

### Combined Assets

Cost

### Movements in the year

£

#### The following assets were purchased:

Dell Optiplex 3000 256Gb laptop	685
Dell Optiplex 3000 256Gb laptop	685
Netgear Smart GS724TPv2 switches plus installation	1,267
Fusion Contract series wall cabinet	168
Dell Latitude 3420 256Gb laptop	765
Husqvarna 535RXT Brushcutter	525
Emergency Light Fittings AF centre	4,986
Dell Optiplex 7010 SFF Core i5 tower (M Payne)	864
Dell Optiplex 7010 SFF Core i5 tower (C Sutton)	864

**10,809**

**There were no assets sold**

**As at 31st March 2024 the following assets were held:**

**Value**

**The Conservators own the following land:**

**Hectares**

**£**

Friends Wood	5.15	1
Chelwood Gate (Streeters Rough)	34.8	1
Chelwood Gate (Charles Smith Wood)	1.82	1
Millbrook, Nutley	0.12	1
Glenmore Road, Crowborough	0.2	1
Twyford	1.27	1
Isle of Thorns	5.54	1
Chelwood Vachery	27.92	1
Brabies Gate	1.42	1
Whitehouse Farm, Duddleswell	0.8	1
Friends Fields, Chuck Hatch	2.3	1
Browns Brook, Fairwarp	0.19	1
Lamberts	0.37	1
	<b>81.9</b>	<b>13</b>

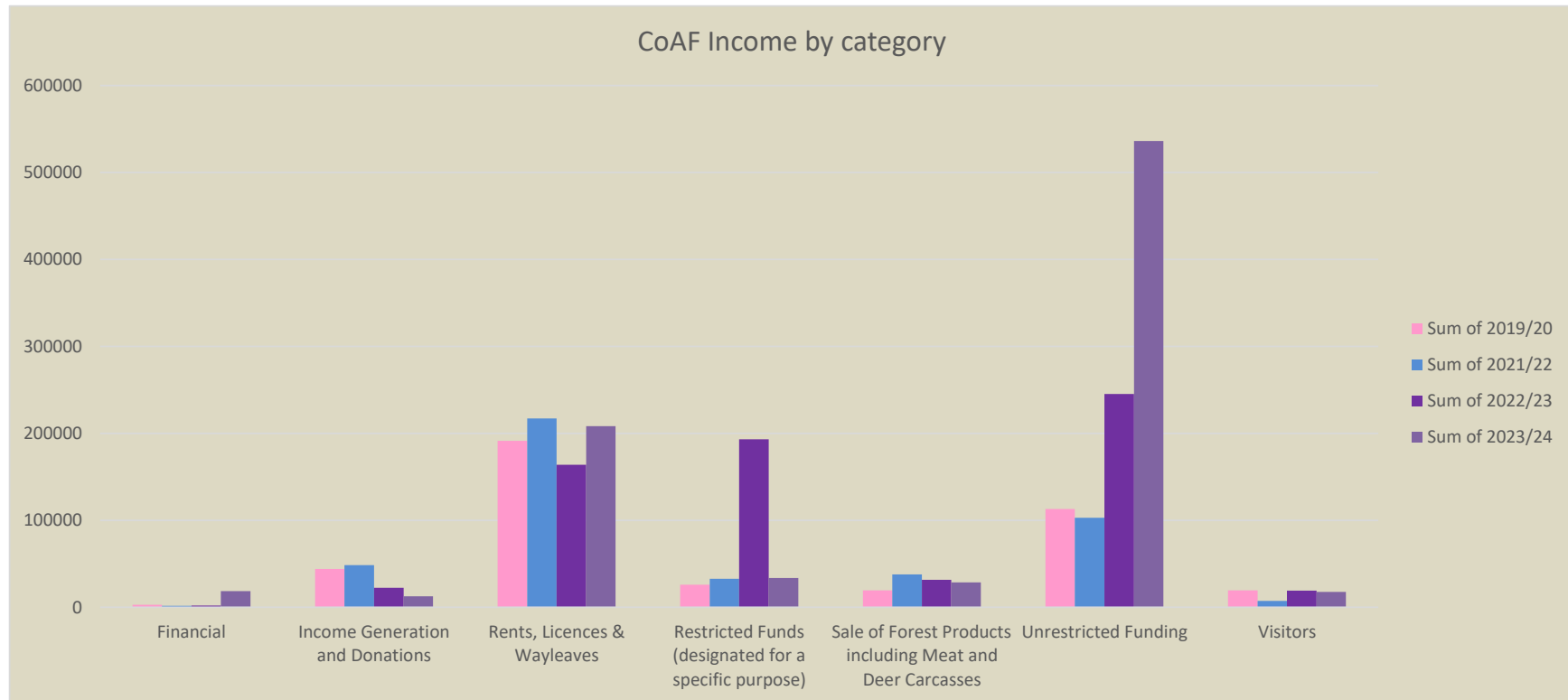






05/03/2024	Dell Optiplex 7010 SFF Core i5 tower (M Payne)	2024	H7V6414		Ashdown Forest Centre	N	4	864	864	859										
05/03/2024	Dell Optiplex 7010 SFF Core i5 tower (C Sutton)	2024	38V6414		Ashdown Forest Centre	N	4	864	864	859										
<b>TOTALS</b>									<b>729,734</b>	<b>99,952</b>	<b>196,556</b>	<b>12,817</b>	<b>284,429</b>	<b>32,311</b>	<b>53,395</b>	<b>38,155</b>	<b>12,118</b>	<b>10,799</b>	<b>-</b>	<b>-</b>

TOTAL	LAND & BUILDINGS SUMMARY	
	<b>The Conservators own the following land:</b>	
34.8	Chelwood Gate (Streeters Rough)	£1
	Friends Wood	£1
1.82	Chelwood Gate (Charles Smith Wood)	£1
0.12	Millbrook, Nutley	£1
0.2	Glenmore Road, Crowborough	£1
1.27	Twyford	£1
5.54	Isle of Thorns	£1
27.92	Chelwood Vachery	£1
1.42	Brabies Gate	£1
0.8	Whitehouse Farm, Duddleswell	£1
2.3	Friends Fields, Chuck Hatch	£1
0.19	Browns Brook, Fairwarp	£1
0.37	Lamberts	£1
<b>76.75</b>		<b>£13</b>
	<b>The Conservators own the following buildings:</b>	
	Whitehouse Barn (Insured value)	£128,921
	Ashdown Forest Centre buildings (Insured replacement value)	£2,205,195
		<b>£2,334,116</b>

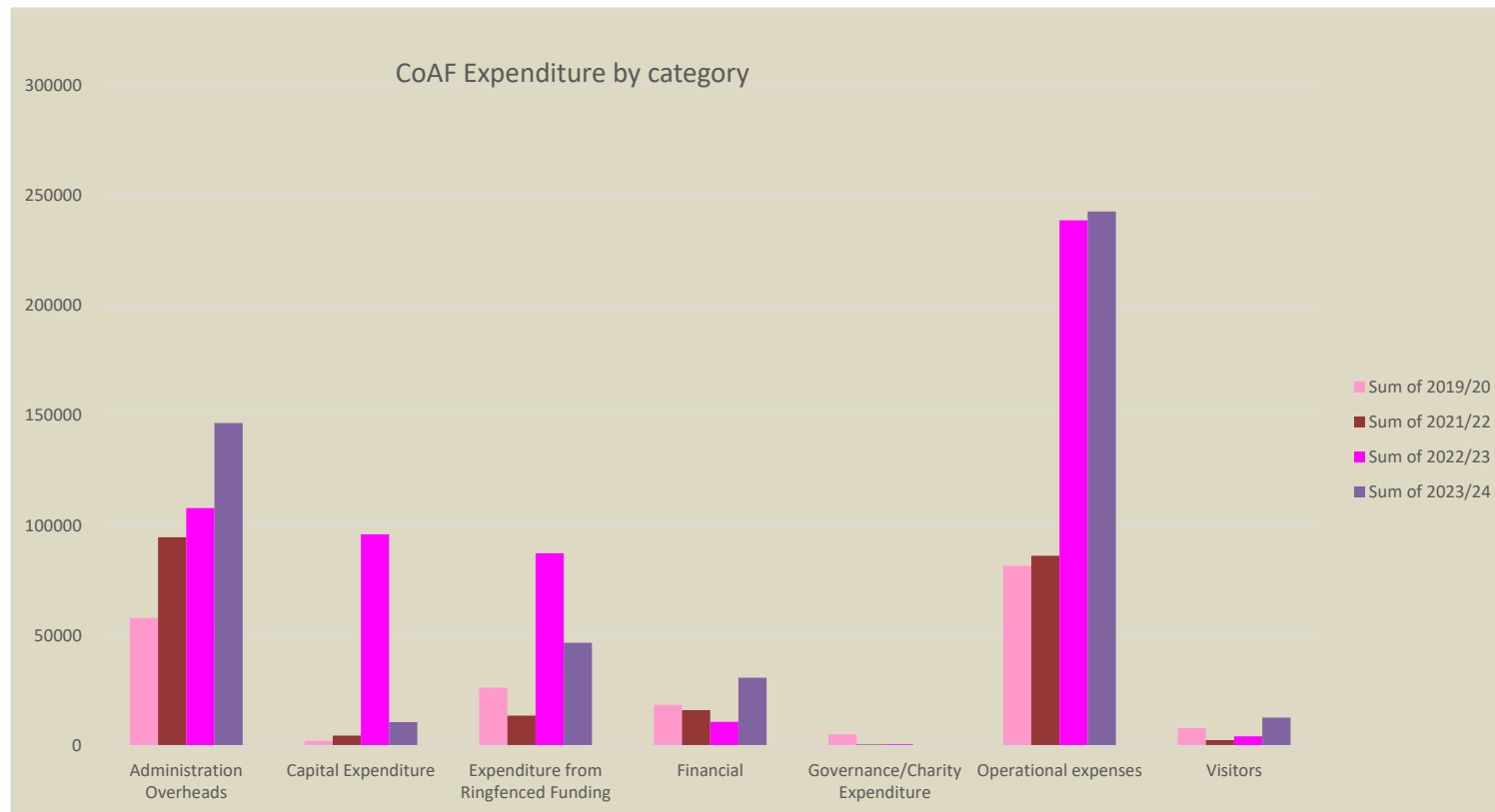


Total Core Income increased by £440k (106%) from 2019-20 to £855k

Unrestricted Funding up £291k (119%) on 2022-23 to £536k - primary driver £338k gross car parking receipts

Rents, Licences & Wayleaves up by £44k (27%) to £208k - 2022-23 year low due to derecognition of arrears from accrued income - overall trend still positive up by £17k (9%) from 2019-20

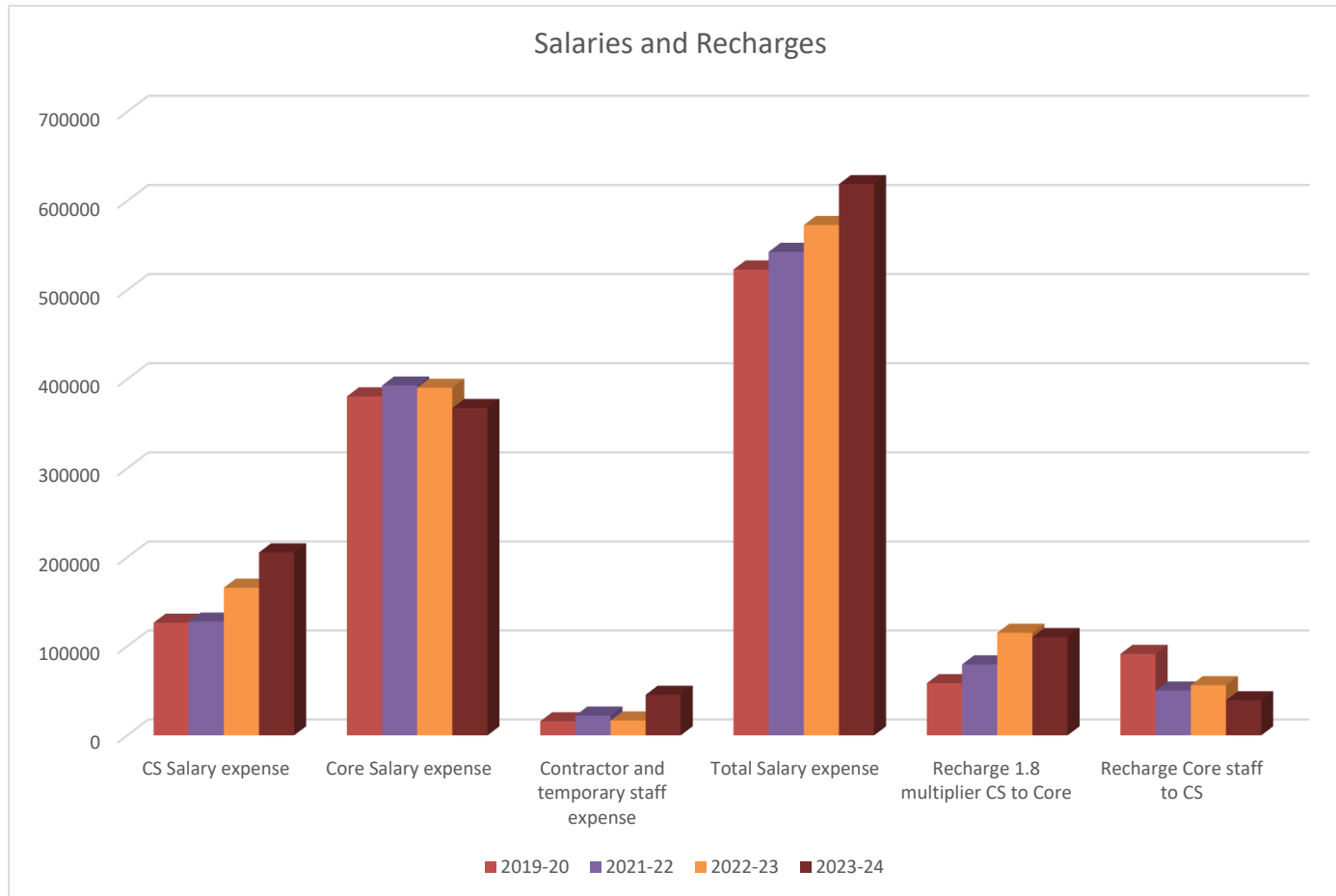
Restricted funding down £159k (83%) to 34k - During the year project activities were largely placed on hold - It is anticipated that project based activity will increase significantly in the new fiscal year



Total Core Expenditure (excluding salary costs) reduced by £55k (10%) from 2022/23 to £490k

The major driver for the reduced expenditure was the reduction in both Capital expenditure and Expenditure from Ringfenced Funding which were down £126k from 2022/23 when the Changing Places Toilet was funded

Whilst Operational expenses were only marginally up - £4k (2%) to £243k - Administration expenses were significantly higher - up £37k (36%) at £147k - the major factors in the increased administration overhead were temporary staff costs (primarily the administration function) of £46k against prior year of £20k, Telephones which were £17k against prior year of £10k (installation of leased line), & site services at £33k against prior year of £26 (electricity & cleaning costs)



Total all organisation staff cost increased by £46k (8%) from 2022-23 to £618k

Recharges from Core to CS to cover overheads down by £5k (4%) to £110k

Recharges of Core staff to CS down £17k (30%) to £39k

## Car Parking Financial report - Year 1

The Conservators of Ashdown Forest (CoAF) approved the implementation of Parking Charges in the Ashdown Forest Car Parks at their Extraordinary Board Meeting of the 31st January 2022.

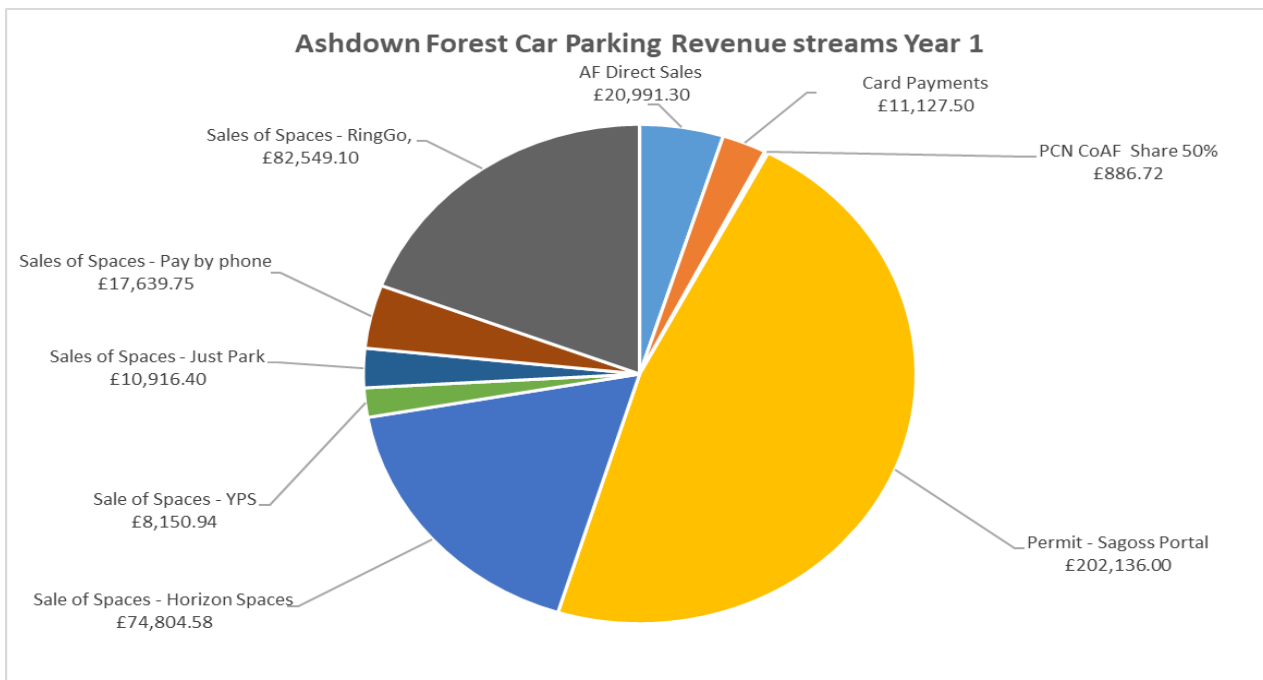
Subsequent to the Boards Approval the organisation entered into a contract with Horizon Parking to supply and manage the implementation of the charges in conjunction with the Conservators. The contract entered into is on a revenue share basis after operational expenses ensuring there was no financial risk to the CoAF.

This report provides a summary of the financial outcomes of the first year of operation.

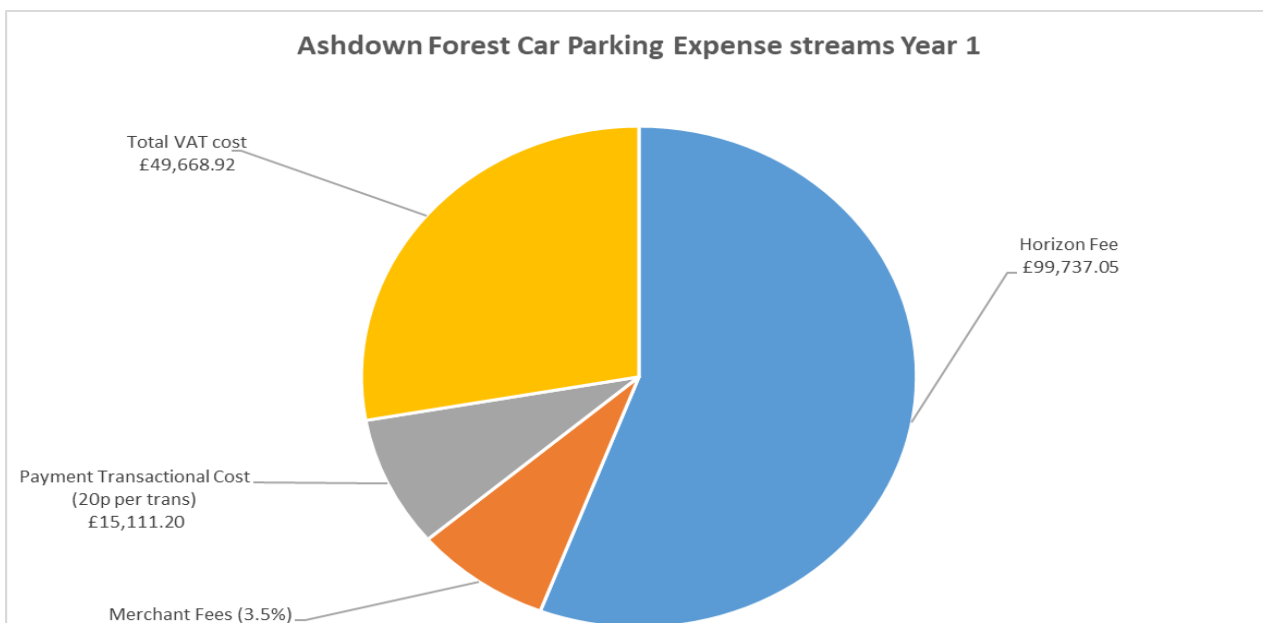
Car Parking Charges commenced in Ashdown Forests Car Parks on the 20th of November 2022. For the purpose of this report we have treated the first year as ending on the 31st October 2023 to enable consistency of ongoing reporting. We will look at revenue in terms of both cashflows to the CoAF and revenues recognisable during the operating year.

### Total Cashflows

Over the reporting period receipts totalled £428,315.57 with an additional £886.72 received in respect of Penalty Charge Incomes giving an overall cash in flow of **£429,202.29**. A breakdown of payment methods is shown below.



For the same period expenditures totalled **£178,773.53** giving a net positive cashflow to the CoAF of **£250,428.76**. Expenses are broken down in the chart below.





In terms of performance against the medium tariff scenario, used as the base point for the original decision, the revenues are lower than were forecast at £429k opposed to a forecast £480k, however income generated is higher than forecast at £250k against a forecast £215k. When considering these numbers it should be born in mind that the base point for consideration included assumptions around depreciation (which is not relevant to the contract) and visitor numbers.

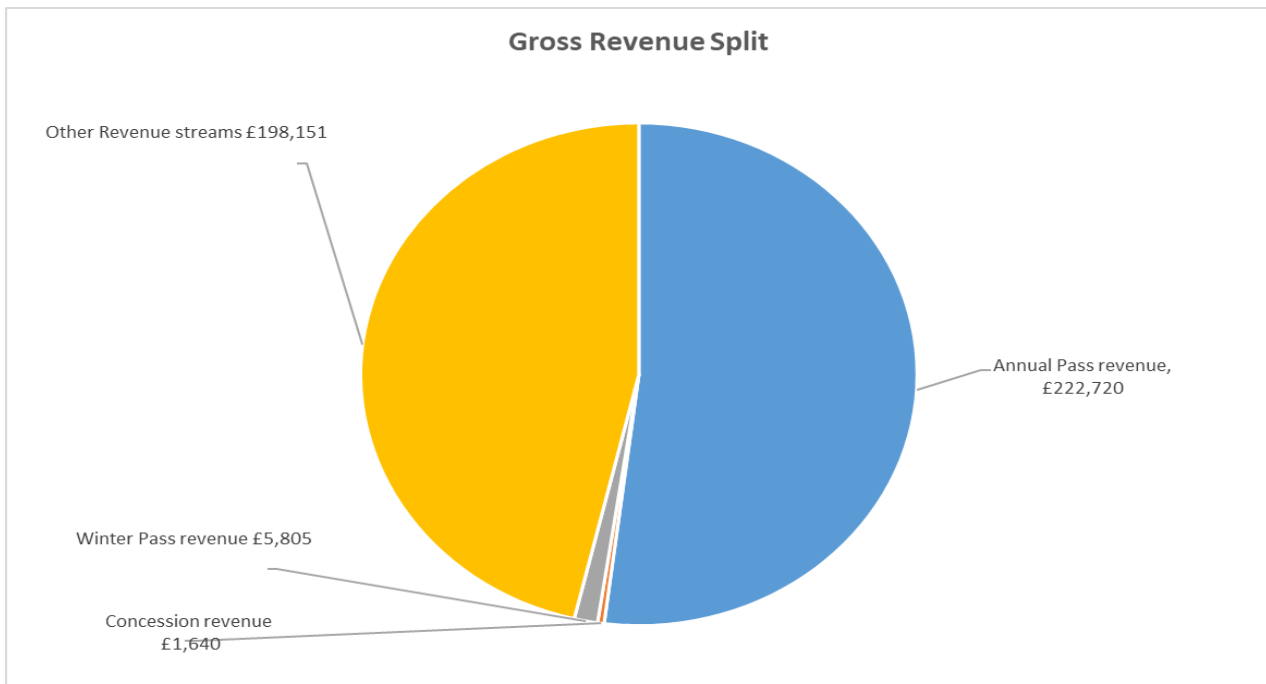
**Recognised Revenue**

The amount of revenue that the CoAF receives is governed by the Joint Panel for Accountancy and Governance which recommends that where services are paid for in advance that the CoAF should only recognise those revenues where the services have been delivered. In respect of Car Parking revenues this means that where an annual pass has been purchased during the course of the operational year we should only recognise the part of the payment where the customer has had use of the service. The balance of the payment is held as a deferred liability on the balance sheet and recognised in the Income Statement as each months service is provided.

At the 31st October 2023 the deferred liability for car parking stood at £17,668.60 so from a purely accounting perspective our recognisable revenue would be £250,428.76 less £17,668.60 equals **£232,760.16**.

**Other**

The split in revenues between annual passes and day ticket sales is shown below.



It is interesting to note that just under 52% of revenue is generated by annual pass holders whereas the original estimate was under 20% of revenue was likely to be derived from this stream.

**Conclusions**

Charging for car parking was always going to be a polarising subject with pros and cons however it was the only viable option for the CoAF to be able to bridge the funding gap that was available under the Ashdown Forest Act. The first year has demonstrated that the original proposal was sound and the partnership with Horizon has provided revenues ahead of our expectations. Finally the levels of compliance have been very high with only a very small amount of income arising from penalty charges.