

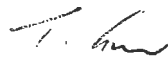
WYMONDHAM TOWN COUNCIL

SUMMONS TO ATTEND - NOTICE IS HEREBY GIVEN THAT THERE
WILL BE A MEETING OF THE
FINANCE & GENERAL PURPOSES COMMITTEE ON
TUESDAY 21st December 2021 in the COUNCIL OFFICES at 7.00 pm

A G E N D A

1. Apologies for absence
2. To receive Declarations of Interest **A**
3. To confirm the minutes of the Finance & General Purposes Committee meeting held on 19th October 2021. **B**
4. To receive an update about progress of items arising from the last meeting of the committee meeting held on 19th October 2021/ previous meetings.
5. Public Participation – members of the public may make representations, ask, or answer questions and give evidence in respect of the business on the agenda below. In accordance with standing order 3 (f) this item is limited to 15 minutes.
6. Grant Application – Mid Norfolk Railway. **C**
7. Grant Application – North Wymondham Community Centre **D**
8. Resolution by the Council under the provisions of Section 1 of the Public Bodies (Admissions to meetings) Act 1960 to exclude Press and the Public from the meeting of Wymondham Town Council in order to discuss matters where publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.
9. 2022/2023 Draft Finance & General Purposes Committee Budget. **E**
10. 2022/2023 Draft Council Budget being amalgamation of:
 - i. Draft budget proposed by Leisure, Environment, Enterprise & Tourism Committee
 - ii. Draft budget proposed by Finance & General Purposes Committee **F**

Council Offices
Ketts Park Harts Farm Road
Wymondham
NR18 0UT


T B Gurney
Town Clerk
14th December 2021

Committee Members

Cllr. Halls	Cllr. Flatt	Cllr. Hurn
Cllr. Elliott	Cllr. Cross	

DECLARATIONS OF INTEREST AT MEETINGS

When declaring an interest at a meeting Members are asked to indicate whether their interest in the matter is pecuniary, or if the matter relates to, or affects a pecuniary interest they have, or if it is another type of interest. Members are required to identify the nature of the interest and the agenda item to which it relates. In the case of other interests, the member may speak and vote. If it is a pecuniary interest, the member must withdraw from the meeting when it is discussed. If it affects or relates to a pecuniary interest the member has, they have the right to make representations to the meeting as a member of the public but must then withdraw from the meeting. Members are also requested when appropriate to make any declarations under the Code of Practice on Planning and Judicial matters.

Have you declared the interest in the register of interests as a pecuniary interest? If Yes, you will need to withdraw from the room when it is discussed.

Does the interest directly:

1. affect yours, or your spouse / partner's financial position?
2. relate to the determining of any approval, consent, licence, permission or registration in relation to you or your spouse / partner?
3. Relate to a contract you, or your spouse / partner have with the Council
4. Affect land you or your spouse / partner own
5. Affect a company that you or your partner own, or have a shareholding in

If the answer is "yes" to any of the above, it is likely to be pecuniary.

Please refer to the guidance given on declaring pecuniary interests in the register of interest forms. If you have a pecuniary interest, you will need to inform the meeting and then withdraw from the room when it is discussed. If it has not been previously declared, you will also need to notify the Monitoring Officer within 28 days.

Does the interest indirectly affect or relate any pecuniary interest you have already declared, or an interest you have identified at 1-5 above?

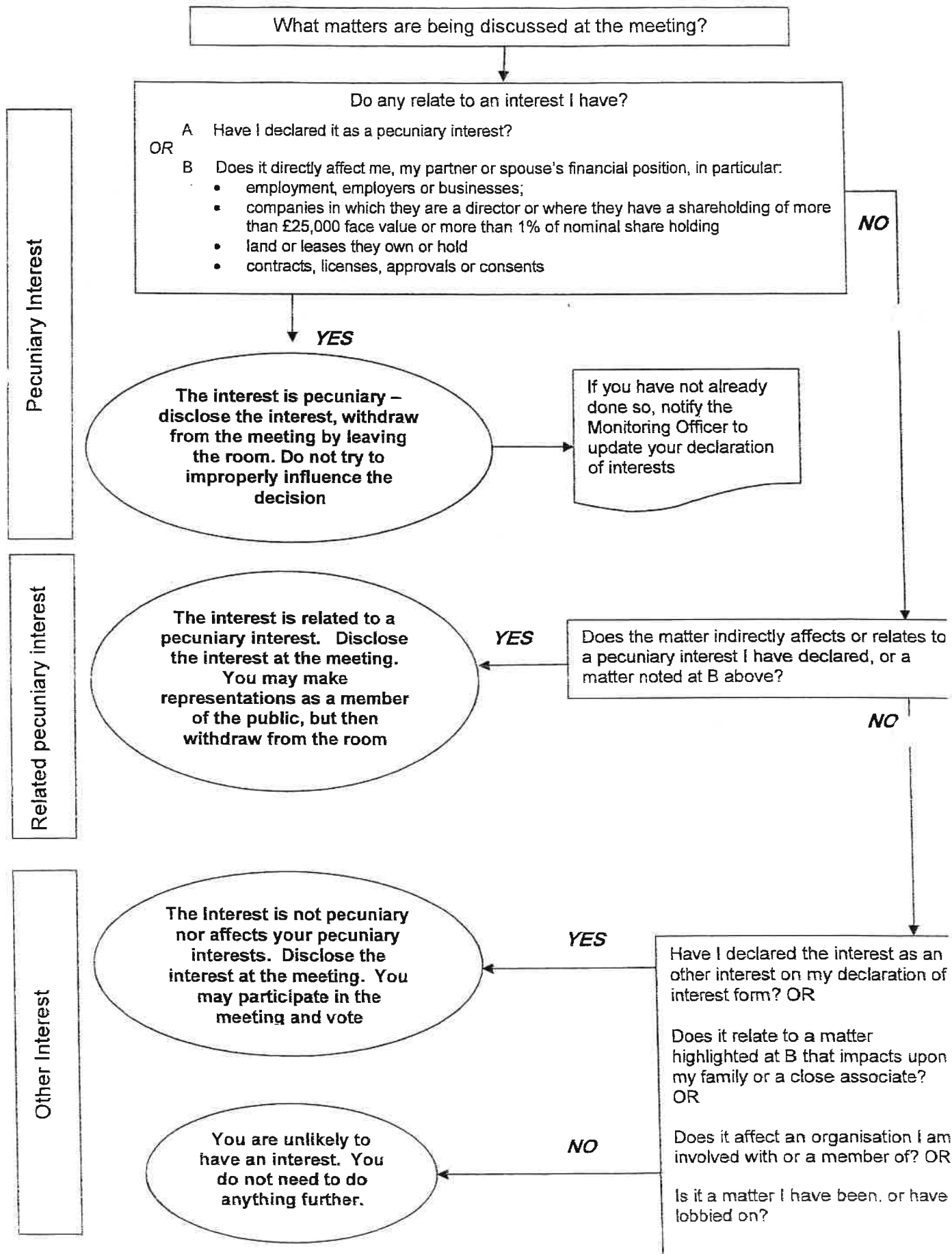
If yes, you need to inform the meeting. When it is discussed, you will have the right to make representations to the meeting as a member of the public, but must then withdraw from the meeting.

Is the interest not related to any of the above? If so, it is likely to be an other interest. You will need to declare the interest, but may participate in discussion and voting on the item.

Have you made any statements or undertaken any actions that would indicate that you have a closed mind on a matter under discussion? If so, you may be predetermined on the issue; you will need to inform the meeting, and when it is discussed, you will have the right to make representations to the meeting as a member of the public, but must then withdraw from the meeting.

**FOR GUIDANCE REFER TO THE FLOWCHART OVERLEAF.
PLEASE REFER ANY QUERIES TO THE MONITORING OFFICER IN THE FIRST INSTANCE**

DECLARING INTERESTS FLOWCHART – QUESTIONS TO ASK YOURSELF



WYMONDHAM TOWN COUNCIL
MINUTES OF A MEETING OF THE FINANCE & GENERAL
PURPOSES COMMITTEE held on Tuesday 19th October 2021
in the Council Offices commencing at 6.30 pm

Present:

Cllrs	Hurn
	Halls
	Flatt
	Cross
	Elliott

Also Present Cllr. Savage.

F19/21	<u>ELECTION OF CHAIRMAN</u> Upon the resolution of Cllr. Hurn and seconded by Cllr. Flatt it was resolved to appoint Cllr. Elliott as Chairman.
F20/21	<u>ELECTION OF VICE CHAIRMAN</u> Upon the resolution of Cllr. Elliott and seconded by Cllr. Hurn it was resolved to appoint Cllr. Halls as vice – Chairman.
F21/21	<u>APOLOGIES FOR ABSENCE</u> – None
F22/21	<u>DECLARATIONS OF INTEREST</u> – None.
F23/21	<u>MINUTES OF MEETING</u> On the proposition of Cllr. Halls and seconded by Cllr. Hurn it was resolved to approve the minutes of the Finance & General Purposes Committee meeting held on 20 th April 2021 as a correct record.
F24/21	<u>PROGRESS UPDATES</u> None.
F25/21	<u>PUBLIC PARTICIPATION</u> None.
F26/21	<u>INTERNAL AUDITORS</u> Upon the proposition of Cllr. Cross and seconded by Cllr. Hurn it was resolved to re-appoint Larking Gowen for the 2021/22 financial year.
F27/21	<u>EXTERNAL AUDITORS</u> Certificate from LLP Littlejohn for the financial year ending 31 st March 2021 was noted stating ‘In our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met’. was noted. Thanks were given to the Clerk and the Finance Officer for their work resulting in another clean audit.
F28/21	<u>DRAFT INTERNAL INTERIM ACCOUNTS</u> Clerk gave an outline of the financial position of the Council as at 30 th September 2021 as shown by the ‘Draft Internal’ accounts that had been prepared. Clerk then outlined some of the significant variances gave explanations and answered questions raised. If Councillors require a more detailed explanation they could visit the Clerk.

[The meeting closed at 18.45 pm]

DATED this day of2021

SIGNED (Chairman)



Wymondham Town Council

Grant Application Form

Please read the attached guidelines before completing this form. You may continue on a blank sheet if necessary, but please put the name of your organisation on any additional sheets.

1 Your organisation

a) Name of organisation.

Mid Norfolk Railway Preservation Trust

b) Address.

[REDACTED]

c) Description of your organisation's activities.

A Charity that owns and operates the Mid Norfolk Railway that runs from Wymondham to Dereham and beyond as a leisure activity and for the promotion of the railway heritage of East Anglia and the area specifically.

d) How long has your organisation been in existence?

The Trust was set up in 1995. therefore 26 years

2 Contact details

a) Name of contact.

Peter Singlehurst

b) Position within organisation.

Project Officer Wymondham Signal Box project and Railway Press Officer

c) Address for correspondence (if different from above).

[REDACTED]

d) Telephone.

[REDACTED]

e) email.

[REDACTED]

3 Your application

a) Please give a brief description of the project for which the grant is intended.

The railway has been gifted by Network Rail the redundant signal box at Spooner Row. This project is to transport, refurbish and then equip the SB at the MNR's Wymondham Abbey Station site as phase 1 of a project to build a new permanent station at Wymondham Abbey

b) Who will benefit from the proposed project?

The application is to request a grant for the first phase of a project that will eventually see an entirely new station at Wymondham Abbey for the MNR. The station as such will provide a link between the railway and the community that currently does not exist. The entire new station will therefore seek to be of economic benefit to the town as a whole by allowing the railway the opportunity to expand its operations and promote Wymondham as a destination to dwell for passengers. To do this the railway needs more infrastructure and this grant is part of the financial enablement that will see the first step namely the move refurbishment and commissioning of the this Signal Box.

A separate Heritage Fund application is being developed to fund the actual platform and associated infrastructure together with the installation of the former Soham Signal Box as a Heritage attraction.

Ultimately a new station will become a community asset that will allow the railway to expand the cultural links that are sadly missing at Wymondham but are evident on the rest of the line.

c) What is the total cost of your project?

£12,000 estimated This does not include labour costs as the work will be done in house by volunteers

d) What is the grant amount you are requesting from Wymondham Town Council?

£1200

e) How much does your organisation currently have to put towards this project?

£ A public funding campaign is being initiated by the MNR to cover the costs. This grant is viewed as a way of kick starting this public appeal.

f) Please give an itemised breakdown of the expenditure for which this money is being applied for. This must include evidence (i.e. suppliers estimate (or price lists) of the likely cost of all items of expenditure e.g. goods or labour.

Item	Cost £
Transport of SB to Wymondham Abbey Site including the Police Escort fee	£2,960.00
NCC Parking Restriction Fee	£1127.58



Refurbishment of SB once on site (materials only)	£2000
Connection of electricity to SB Electricity	£1600 current average cost
Equip SB	£4000
TOTAL	Approx £12000

g) Will you be seeking grant assistance from South Norfolk Council? Yes/No (please delete as appropriate).

If 'No' please state why not.

h) Have you made applications to any other body for grant aid for this project? Yes/No (please delete as appropriate).

If yes please give details.

Name of organisation applied to	Amount applied for £	Date of application	Amount received £

i) If you have received any other sources of funding, not specified above, please give details.

Not Applicable

j) If there is a shortfall between your contribution and assuming a Town Council grant, how will you raise the balance?

Costs will ultimately be met by the railway's current income. The objective of the Public funding appeal and therefore this grant application and the South Norfolk District Council application is to off set the costs so that MNR current revenue is not spent on this capital project rather is spent on ongoing expenses such as maintenance of infrastructure and rolling stock.

k) If the application is for a capital project, who owns the land or buildings?

The Land is owned by the MNR PT and as is the Signal Box

l) Please supply the details of the arrangements under which you have use of this land or building (e.g. tenancy, lease).

Freehold

4 Previous applications



a) Has your organisation previously applied for a grant from Wymondham Town Council? ~~Yes~~/No (please delete as appropriate).

If yes, please give details of the project and the date and amount of grant received.

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5 Protection of Children & Vulnerable Adults

Does your project involve direct work with children under 18 or disabled adults under 25 without their normal carers present?

If YES you must supply a copy of your organisation's policy for the protection of children and vulnerable adults.

Y/N*	If Yes copy enclosed
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6 Your financial situation

Where possible all applications should be accompanied by the following financial information. If you are unable to provide the information please give a reason.

- A copy of your latest audited accounts or other financial report which indicates your financial position

Enclosed Y/N*	If No Why?
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- Any written estimate or quotation or statement of how the costs are arrived at

Enclosed Y/N*	If No Why?
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- Photocopy of bank statements covering the past 6 months.

Enclosed Y/N*	If No Why?
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- A copy of your organisations constitution and rules of your organisation (excludes statutory bodies)

Enclosed Y/N/N/a*	If No Why?
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- Where appropriate plans showing the proposals

Enclosed Y/N/N/a*	If No Why? The base of the signal box has already been built and the wooden top half already exists as such there are no plans required.
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- Please delete as appropriate.

The council may request additional information depending on the project and the amount of grant sought. Please also note that payment of grant funds is made against receipted invoices.



I declare the information provided is correct at the time of this application.

Signed Electronically Peter Singlehurst

Date 18 Nov 2021

Please return to Town Clerk, Wymondham Town Council, 14 Middleton Street, Wymondham, Norfolk, NR18 0AD. Applications will be considered by the Finance and General Purposes Committee. You will be notified whether or not your application has been successful as soon as possible after a decision has been taken.

If you have any queries, please contact the Town Clerk on 01953 603302 or email office@wymondhamtc.co.uk

Wymondham Town Council

Guidelines for the award of grants

- 1 An organisation applying for a grant from Wymondham Town Council must be based in the Parish of Wymondham with its membership open to interested residents in the Parish.
- 2 The Town Council will consider applications which relate to either;
 - A clearly identified capital project or,
 - A specific project or event or service
- 3 The Town Council will not normally subsidise running costs or write-off debts.
- 4 The purpose for which a grant will be considered will usually fall into one of the following categories;
 - Furtherance of the Town Council's primary responsibilities e.g. to sport, recreation and the arts.
 - Projects promoted by Wymondham based organisations to the benefit of deserving groups of Wymondham residents, e.g. children, adolescents, the elderly, the disabled.
 - For the conservation of Wymondham's heritage, whether in the form of buildings, artefacts or documents.
 - To promote and publicise the Town of Wymondham.

This list is not necessarily exclusive and applications may be considered for other purposes.
- 5 The Town Council will not make grants to the following;
 - An organisation the primary purpose of which is the propagation or furtherance of political, religious, moral or philosophical viewpoints of causes.
 - General charities, whether local, national or international.



- Individuals however deserving.
 - A sponsorship scheme e.g. walks runs and other efforts.
- 6 Grants, subject to the over riding constraints of the Council's budget, will not normally exceed half of any approved cost. If South Norfolk Council is grant aiding the maximum is one third.

QUOTATION - Page 1 of 2

This quotation is valid for 14 days only.



Client:	The Mid-Norfolk Railway Preservation Trust	Enquiry No:	151306d2
Address:	Dereham Station Station Road Dereham Norfolk NR19 1DF	Enquiry Date:	18/11/2021
		Client Reference:	336
		Account Code:	M861
		Cost:	£2,960.00 + VAT
Contact:	Mr Conner Clark	Payment Terms:	To Be Agreed
Number:	01362 690633	Insurance Cover:	RHA Standard Cover

DAVID WATSON TRANSPORT LTD
BRANDON CENTRAL DEPOT
MUNDFORD ROAD
WEETING
NORFOLK, IP27 0PL

T: 01842 816910 F: 01842 816911
norfolkdepot@davidwatsontransport.co.uk
www.davidwatsontransport.co.uk

Only use at Quotation stage. Once job is booked arrange for payment to be received prior to job commencement.

The cost stated above is based on the information provided at the time of the enquiry.

Any statements deemed inaccurate that subsequently cause delay or failure to complete works will affect the final cost.

All quotations are based on weekday working (excluding bank holidays) and normal working hours unless stated otherwise.

Any cancellations to be confirmed in writing. Jobs cancelled within 24hrs of commencement date may incur a cancellation fee.

Price Allows For: HIRE OF APPOINTED PERSON TO COMPLETE R.A.M.S :- Maximum time at loading and offloading points as stated. Any additional time will be chargeable.

Hire Conditions: Clear access and level hardstanding (300kN) required for our vehicle to load and offload, also no overhead power cables within 6m of full working radius of lorry loader.

Collection Address	Site Details	Delivery Address	Site Details
Spooner Row Signal Box Spooner Row Primary School Wymondham NR18 9JW	Allowed Time: 1 hrs Peter Singlehurst 07963935410	Level Crossing Wymondham Abbey Station Mid Norfolk Railway Becketswell Road Cavick Road Wymondham NR18 9PH	Allowed Time: 1 hrs

Load Details	Length	Width	Height	Weight (Kg)	Total (Kg)
1 x Signal Box	5.3m	3.75m	3.625m	6,000	6,000

Collection Address	Site Details	Delivery Address	Site Details
Spooner Row Signal Box Wymondham NR18 9JW	Allowed Time: 1 hrs Peter Singlehurst 07963935410	Level Crossing Wymondham Abbey Station Mid Norfolk Railway Becketswell Road Cavick Road Wymondham NR18 9PH	Allowed Time: 1 hrs

Load Details	Length	Width	Height	Weight (Kg)	Total (Kg)
1 x Wide Load Escort + Assistance	16.5m	3.75m	3.625m	6,000	6,000
1 x Police Escort	16.5m	3.75m	3.625m	6,000	6,000



QUOTATION - Page 2 of 2

This quotation is valid for 14 days only.



By booking the above services you accept David Watson Transport Limited's General Conditions of Sale and accept the RHA Conditions of Carriage (2009) (Liability for damage or loss of goods up to a maximum of £1,300 per tonne unless stated different above). A copy of these terms are available to view online at www.dw-transport.co.uk or can be provided on request.

We trust the above is in line with your requirements, however, should you require further information please do not hesitate in contacting us or you can visit our website at www.dw-transport.co.uk.

Regards,

Robert Burling

Senior Key Account Manager



REGISTERED COMPANY NUMBER: 3037014 (England and Wales)
REGISTERED CHARITY NUMBER: 1046931

REPORT OF THE TRUSTEES AND
AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2020
FOR
MID-NORFOLK RAILWAY PRESERVATION TRUST
(A COMPANY LIMITED BY GUARANTEE)

MID-NORFOLK RAILWAY PRESERVATION TRUST

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FOR THE YEAR ENDED 31ST DECEMBER 2020

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MID-NORFOLK RAILWAY PRESERVATION TRUST

CHAIRMAN'S REPORT FOR THE YEAR ENDED 31ST DECEMBER 2020

It seems very strange to be writing a report on the last twelve months or so in the life of the Mid-Norfolk Railway when we haven't actually run a train carrying fare-paying passengers at all during this period. To this end, I must start, therefore, by thanking everyone, especially George Saville, our General Manager, who has borne the brunt of the effects of Covid-19 on the Railway, for all their efforts in not only maintaining but in many ways improving what we already have and putting us in an excellent position for when we finally reopen to the public.

Our financial position has been crucial over the last twelve months and has been kept under constant scrutiny by our Finance Department, Stephen Smith, Richard Perren and Kellie Woodard. Several successful grant applications have already been announced and these have proved invaluable in ensuring the future of the MNR is secure. The amount of work Finance has put into finding out about what grants are available, preparing the applications, answering queries and finally presenting the applications has been truly impressive and we are incredibly grateful for all Finance has achieved. We are, as always, very appreciative too of all the donations received from Members and other supporters of the Railway over this period - thank you! Stephen Smith has recently stepped down as our Head of Finance and I'd like to take this opportunity to express our gratitude to Stephen for transforming Finance into the efficient and well run Department it now is.

On the Permanent Way front, the two most important projects over the last twelve months have been the replacement of Yaxham Road level crossing in Dereham and replacement of the wooden beams on bridge 1983 at Hardingham. Both projects relied heavily on the input of Stewart Robinson and Sonic Rail Services with much help from our own volunteers and both projects, I'm pleased to report, were completed on time and on budget. Yaxham Road was by far the largest PWay project carried out by the railway in recent years and caused the main road in and out of Dereham to the south and east to be closed for a week, fortunately, with lockdown, traffic was much lighter than normal but, even so, we appreciate the patience and understanding of all the drivers affected during these works.

We have also said goodbye to Owen Stratford as our PWay Engineer, though I'm very pleased that he is continuing as a volunteer with our Signalling Department. We are very grateful to Owen for all the work he has put into the PWay on the Railway over the years. I am both delighted and relieved that Stewart Robinson has agreed to take over as Head of PWay but, as Stewart runs a very busy railway infrastructure company nationally, we have also taken the decision to appoint a new salaried PWay Supervisor to deal with the day to day issues that arise and we are very pleased to welcome Damian John to the MNR in this role.

Finally, the view from the platforms at Dereham has much improved with the demolition of the old Arcon buildings just south of the Goods Shed. These were a real eyesore and the space left will be taken by new or extended sidings, one of which will be our new loading and unloading site. Following the mishap when the centre car of our new Pacer broke free from the trailer from which it was being unloaded in the old unloading ramp at Dereham and ran through the crossing gates on Norwich Road last December, fortunately injuring nobody, the Trust Council made the decision to move the loading/unloading area to the Yard itself where such an occurrence could not be repeated and the new sidings are firmly on Stewart Robinson's hit list.

The Traction and Rolling Stock Department has also seen much activity over the last twelve months. New arrivals have included a very large number of coaches purchased from Porterbrook and previously in service with Greater Anglia. These coaches are in very good condition and will primarily be used with our Polar Express service, the colour scheme is perfect with white bodywork and red doors. We were all very disappointed not to have had them in service in 2020 but, again, Covid-19 caused Polar 2020 to be cancelled.

Two Pacer units have also arrived on site, one of which recently completed a crew training run to Wymondham Abbey and back, and the resident Class 31 255, previously owned by Harry Needle, was purchased by a group of our Members and is currently being restored to full working order to be put into operation on our line. We are also very pleased to welcome the arrival of the Class 117 to the MNR, this unit was formerly at the Reepham & Whitwell Railway and the 117 Group will be restoring it to full working order with the long-term aim of having it operational with us.

We also decided that the post of Head of Traction and Rolling Stock should be brought in house as opposed to being contracted out. Many thanks to our former contractor, Steve Latham, for all his work with the Department and a very warm welcome to our recently appointed T&RS Head, Mark Sexton, who joined us from the North Norfolk Railway. We are also very pleased to welcome Tony Dunford as our new Head of Refurbishment, Tony is responsible for the transformed appearance of a number of our coaches and we were delighted when he agreed to join us when the company he worked for, Heritage Painters, went into liquidation last year.

MID-NORFOLK RAILWAY PRESERVATION TRUST

CHAIRMAN'S REPORT FOR THE YEAR ENDED 31ST DECEMBER 2020

Finally, concreting part of the Shed floor is due to take place in the very near future which will allow us to bring into use the lifting jacks purchased from Crown Point. This will substantially improve our ability to carry out maintenance and repairs to our rolling stock in situ and help keep our vehicles in the best condition possible.

I'd also like to mention the work carried out by our Health and Safety Advisor, Keith Mobbs. Keith has a wealth of experience in Health & Safety and has rewritten our SMS, standardised our record keeping forms and updated our Risk Assessments amongst a number of other equally important tasks. This all proved very helpful when we had a further routine inspection from the ORR last July which went, I'm pleased to say, very well, thanks in no small part to the high standard of paperwork we were able to produce.

David Hayward has taken over from John Hull as Head of our Trackwalkers, many thanks to John for managing this vital role for so long, and Peter Singlehurst has become our Press Officer. Doubtless you'll have seen the huge increase in articles about the MNR in both the local and railway press in recent months and many thanks to both these volunteers for taking on these very important roles.

And, finally, looking ahead, if the roadmap out of lockdown continues as planned, we expect to reopen to passenger services on Wednesday 23rd June with a Special Reopening Weekend on the 26th and 27th of that month. Plans are well advanced for the 1940s Weekend at the beginning of August and the Beer Festival at the end of that month, we are greatly looking forward to Flying Scotsman's visit in October and then, of course, The Mid-Norfolk Railway's Polar Express™ Train Ride will be back in November and December. Worth mentioning here that we now have a contract to run The Polar Express™ Train Ride until 2024 which is very good news indeed.

So, after months of no trains, it will hopefully be full steam ahead again very soon. We all look forward to having the opportunity to welcoming you back to the MNR and do let us know if you feel you can help in any way - volunteers are always especially welcome!

MID-NORFOLK RAILWAY PRESERVATION TRUST

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST DECEMBER 2020**

The trustees present their report and the audited financial statements of the charity for the year ended 31 December 2020. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the financial statements and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES

The principal aims, objectives and activities of the charity are the preservation and renovation of the Great Eastern Railway line between County School and Wymondham, for education, tourism and operations purposes.

PUBLIC BENEFIT STATEMENT

The trustees have regard to the Charity Commission's guidance on public benefit when deciding on the projects to be undertaken. The trustees consider that the preservation and renovation of a historic landmark in the case of the Great Eastern Railway line helps to preserve our railway heritage and is for the public benefit.

The charity's activities also provide the opportunity for volunteers to give their services in support of the railway and to gain additional skills by doing so.

ACHIEVEMENTS AND PERFORMANCE

Because of the impact of the Covid 19 pandemic, the charity was unable to deliver any heritage or community services during the year due to government restrictions.

The achievements of the Trust for the year and the impact of the pandemic are summarised in the Chairman's Report, and the financial performance is detailed in the financial statements attached.

FINANCIAL REVIEW

There have been no material changes in the operating policies of the charity since the previous annual report. The net incoming resources for the year amounted to £534,868 of which £56,870 was raised towards specific restricted fund reserves and £477,998 towards unrestricted funds.

RESERVES

At the year end the charity has unrestricted funds of £1,978,935. The trustees have examined the charity's requirements for reserves in light of the main risks to the organisation and have established a policy whereby the unrestricted reserves held by the charity should equate to between 6 and 12 months expenditure.

The trustees confirm that the charity has sufficient assets available to fulfil its obligations.

PLANS FOR FUTURE PERIODS

Notwithstanding the impact of the pandemic, plans are being drawn up for the development of Wymondham Abbey Station. The temporary platform there will need replacing within the next few years and the aim is to build a permanent platform on the side of the up line south of the level crossing together with a new station building, built in period style, new car park and toilets. This will, of course, depend on funding being available but the Trustees are already looking at possible grants and are optimistic a start will soon be made. Urgent renewal of the Level Crossing at Kimberley has been identified, and has now been carried out.

MID-NORFOLK RAILWAY PRESERVATION TRUST

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST DECEMBER 2020**

Going north, improvements to the line between Worthing Crossing and North Elmham Level Crossing to bring the track up to passenger carrying standards continue and the aim is to run scheduled passenger train services once the work is completed.

INVESTMENT POWERS

The charity has not made any investments, other than acquiring controlling interests in its subsidiaries. It holds property which it acquired at no cost when the freehold land was purchased. The charity also receives interest from cash held at bank.

STRATEGIC REPORT

STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity is governed by its Memorandum of Association which establishes the objects and powers of the charitable company and is governed under its Articles of Association, which specifically prohibit the payment of remuneration to the trustees. The charity does not have a share capital and consequently no dividends are payable.

The Mid-Norfolk Railway Preservation Trust is a private company limited by guarantee in England. The trustees are all members of the charitable company and are therefore liable to contribute a sum not exceeding £1 each if required to do so in the event of the charity being wound up.

The activities of the charity are managed by the board of trustees who meet regularly to consider and adopt suitable policies, consider opportunities and manage risks and uncertainties. Trustees are appointed for a three year period and are then eligible for re-appointment; no external persons are entitled to appoint trustees. Their time is given to the charity on a purely voluntary basis. The Board of Trustees seeks to maintain skills, plan succession, increase knowledge and expertise and is always looking for potential new candidates, who may be co-opted to the board.

Management of the railway is ultimately vested in the Chairman, whilst day to day management is the responsibility of The General Manager. Whilst trains are operating, management of operating policy is delegated to the Duty Responsible Officer. The railway is organised in departments covering all aspects of operation from Permanent Way through to Catering and Administration. All departments are headed by persons with the required skills, knowledge and qualifications.

Risks and Uncertainties

The main risk and uncertainty at the date of this report are issues around future operation and the difficulties arising therefrom are due to the Coronavirus pandemic. The Chairman's report deals with these matters in some detail.

The trustees have reviewed the major risks to which the charity is exposed in accordance with the Statement of Recommended Practice and wherever possible takes action or introduce procedures to reduce these risks. When authorising projects, renewals and development, the Board of Trustees are reasonably satisfied that sufficient funding is available either from income, donations grants or loans, and that the works will be completed on time and to budget.

The trustees are responsible for safeguarding the Trust's assets and thus ensure that appropriate and sufficient levels of insurance cover are provided.

The trustees are aware of the ageing profile of the membership and seek to involve and encourage younger members in all operations and activities of the Trust.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number
3037014 (England and Wales)

Registered Charity number
1046931

MID-NORFOLK RAILWAY PRESERVATION TRUST

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST DECEMBER 2020

Registered office

Railway Station
Station Road
Dereham
Norfolk
NR19 1DF

Trustees

B R Gratton
J S Hull
K R Montague
C F Robinson
S E Smith (resigned 12.3.2021)
B D Woodgett
L G P Dale
J B L Oakley
D Orr
S Tweed
G F Ward
S Kemp
M/s S P Garthwaite (appointed 10.7.2020)

Company Secretary

K N Barnes

Senior Statutory Auditor

I A Barlow

Auditors

Sexty & Co
124 Thorpe Road
Norwich
Norfolk
NR1 1RS

Solicitors

Allens Cadge & Gilbert
9 High Street
Loddon
Norwich
Norfolk
NR14 6EU

Bankers

National Westminster Bank Plc
32 Market Place
Dereham
Norfolk NR19 2AR

TRUSTEES' RESPONSIBILITY STATEMENT

The trustees (who are also the directors of Mid-Norfolk Railway Preservation Trust for the purposes of company law) are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland"

MID-NORFOLK RAILWAY PRESERVATION TRUST

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST DECEMBER 2020**

TRUSTEES' RESPONSIBILITY STATEMENT - continued

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

AUDITORS

The auditors, Sexty & Co, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Report of the trustees, incorporating a strategic report, approved by order of the board of trustees, as the company directors, on and signed on the board's behalf by:

.....
K N Barnes - Secretary

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF
MID-NORFOLK RAILWAY PRESERVATION TRUST**

Opinion

We have audited the financial statements of Mid-Norfolk Railway Preservation Trust (the 'charitable company') for the year ended 31st December 2020 which comprise the Statement of Financial Activities, the Statement of Financial Position, the Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. 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), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31st December 2020 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF
MID-NORFOLK RAILWAY PRESERVATION TRUST**

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Trustees' Responsibilities Statement, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' 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 charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

I A Barlow (Senior Statutory Auditor)
for and on behalf of Sexty & Co
124 Thorpe Road
Norwich
Norfolk
NR1 1RS

Date:

MID-NORFOLK RAILWAY PRESERVATION TRUST

STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31ST DECEMBER 2020

	Notes	Unrestricted funds £	Restricted funds £	31.12.20 Total funds £	31.12.19 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	1,031,562	56,870	1,088,432	1,048,475
Charitable activities					
Tickets, freight income and driving experiences	5	682	-	682	212,258
Grants released to Statement of Financial Activities		99,131	-	99,131	39,856
Other trading activities	3	66,872	-	66,872	286,827
Investment income	4	2,582	-	2,582	2,355
Total		<u>1,200,829</u>	<u>56,870</u>	<u>1,257,699</u>	<u>1,589,771</u>
EXPENDITURE ON					
Raising funds	6	90,381	-	90,381	112,614
Charitable activities					
Tickets, freight income and driving experiences	7	130,709	-	130,709	-
Train operating expenses		41,192	-	41,192	296,013
Audit fees		3,174	-	3,174	-
Support costs		457,375	-	457,375	331,541
Total		<u>722,831</u>	<u>-</u>	<u>722,831</u>	<u>740,168</u>
NET INCOME		<u>477,998</u>	<u>56,870</u>	<u>534,868</u>	<u>849,603</u>
Transfers between funds	21	<u>56,870</u>	<u>(56,870)</u>	<u>-</u>	<u>-</u>
Net movement in funds		<u>534,868</u>	<u>-</u>	<u>534,868</u>	<u>849,603</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>1,444,067</u>	<u>-</u>	<u>1,444,067</u>	<u>594,464</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>1,978,935</u></u>	<u><u>-</u></u>	<u><u>1,978,935</u></u>	<u><u>1,444,067</u></u>

The notes form part of these financial statements

MID-NORFOLK RAILWAY PRESERVATION TRUST

STATEMENT OF FINANCIAL POSITION
31ST DECEMBER 2020

	Notes	31.12.20 £	31.12.19 £
FIXED ASSETS			
Tangible assets	12	783,239	755,179
Investments	13	200	200
		<u>783,439</u>	<u>755,379</u>
CURRENT ASSETS			
Stocks	14	750	750
Debtors	15	1,488,359	995,711
Cash at bank and in hand		101,576	36,308
		<u>1,590,685</u>	<u>1,032,769</u>
CREDITORS			
Amounts falling due within one year	16	(185,955)	(85,830)
		<u>1,404,730</u>	<u>946,939</u>
NET CURRENT ASSETS			
		<u>1,404,730</u>	<u>946,939</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			
		2,188,169	1,702,318
CREDITORS			
Amounts falling due after more than one year	17	(209,234)	(258,251)
		<u>1,978,935</u>	<u>1,444,067</u>
NET ASSETS			
		<u>1,978,935</u>	<u>1,444,067</u>
FUNDS	21		
Unrestricted funds		1,978,935	1,444,067
TOTAL FUNDS		<u>1,978,935</u>	<u>1,444,067</u>

The financial statements were approved by the Board of Trustees and authorised for issue on and were signed on its behalf by:

.....
C F Robinson - Trustee

MID-NORFOLK RAILWAY PRESERVATION TRUST

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31ST DECEMBER 2020

	Notes	31.12.20 £	31.12.19 £
Cash flows from operating activities			
Cash generated from operations	1	186,296	72,564
Net cash provided by operating activities		186,296	72,564
Cash flows from investing activities			
Purchase of tangible fixed assets		(113,239)	(105,617)
Interest received		14	35
Net cash used in investing activities		(113,225)	(105,582)
Cash flows from financing activities			
Loan repayments in year		(7,803)	(10,856)
Grants received		-	30,837
Net cash (used in)/provided by financing activities		(7,803)	19,981
Change in cash and cash equivalents in the reporting period		65,268	(13,037)
Cash and cash equivalents at the beginning of the reporting period		36,308	49,345
Cash and cash equivalents at the end of the reporting period		101,576	36,308

The notes form part of these financial statements

MID-NORFOLK RAILWAY PRESERVATION TRUST

NOTES TO THE STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31ST DECEMBER 2020

1. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	31.12.20 £	31.12.19 £
Net income for the reporting period (as per the Statement of Financial Activities)	534,868	849,603
Adjustments for:		
Depreciation charges	85,179	69,218
Interest received	(14)	(35)
Release of deferred income	(41,746)	(39,856)
Decrease in stocks	-	291
Increase in debtors	(492,647)	(797,886)
Increase/(decrease) in creditors	100,656	(8,771)
Net cash provided by operations	<u>186,296</u>	<u>72,564</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.1.20 £	Cash flow £	At 31.12.20 £
Net cash			
Cash at bank and in hand	36,308	65,268	101,576
	<u>36,308</u>	<u>65,268</u>	<u>101,576</u>
Debt			
Debts falling due within 1 year	(7,811)	188	(7,623)
Debts falling due after 1 year	(16,872)	7,615	(9,257)
	<u>(24,683)</u>	<u>7,803</u>	<u>(16,880)</u>
Total	<u>11,625</u>	<u>73,071</u>	<u>84,696</u>

The notes form part of these financial statements

MID-NORFOLK RAILWAY PRESERVATION TRUST

NOTES TO THE FINANCIAL STATEMENTS **FOR THE YEAR ENDED 31ST DECEMBER 2020**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

Preparation of consolidated financial statements

The financial statements contain information about Mid-Norfolk Railway Preservation Trust as an individual company and do not contain consolidated financial information as the parent of a group. The charity is exempt under Section 399(2A) of the Companies Act 2006 from the requirements to prepare consolidated financial statements.

Income recognition

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

For grants and donations to be recognised the charity will have been notified of the amounts and the settlement date. If there are conditions attached to the grant or donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

No amount is included in the financial statements for volunteer time in line with the SORP (FRS 102).

Fixed asset gifts in kind are recognised when receivable and are included at a market value attributed by the trustees and written off over their estimated useful lives.

Donated services are recognised in income at their fair value when their economic benefit is probable, it can be measured reliably and the charity has control over the item. Fair value is determined on the basis of the value of the gift to the charity. For example the amount the charity would be willing to pay in the open market for such facilities and services. A corresponding amount is recognised in expenditure.

Income from trading activities includes income earned from fundraising events and trading activities to raise funds for the charity. Income is received in exchange for supplying goods and services in order to raise funds and is recognised when entitlement has occurred.

For legacies and bequests, entitlement is the earlier of the charity being notified of an impending distribution or the legacy/bequest being received. At this point income is recognised. On occasion legacies and bequests will be notified to the charity however it is not possible to measure the amount expected to be distributed. On these occasions, the amount is treated as a contingent asset and disclosed.

Investment income includes interest and rent and is recognised as the charity's right to receive payment is established.

Expenditure recognition

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as an expense against the activity for which expenditure arose.

MID-NORFOLK RAILWAY PRESERVATION TRUST

NOTES TO THE FINANCIAL STATEMENTS - continued **FOR THE YEAR ENDED 31ST DECEMBER 2020**

1. ACCOUNTING POLICIES - continued

Funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Support costs allocation

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs, governance costs and administrative costs. They are incurred directly in support of expenditure on the objects of the charity. Where support costs cannot be directly attributed to particular headings they have been allocated to cost of raising funds and expenditure on charitable activities on a basis consistent with use of the resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Freehold Land & Buildings	- 5% on cost
Railway Track	- 5% on cost
Plant & equipment	- 20% on cost
Fixtures and fittings	- 20% on cost
Rolling Stock	- 10% on cost
Bridges & Infrastructure	- 10% on cost

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Going concern

The financial statement have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

MID-NORFOLK RAILWAY PRESERVATION TRUST

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST DECEMBER 2020

2. DONATIONS AND LEGACIES

Donations legacies & bequests-unrestricted includes a donation received from Mid-Norfolk (Infrastructure & Engineering) Limited of £1,050,000 (2019: £850,000 and The Mid-Norfolk (Trading Company) Limited of £nil (2019 £158,000).

3. OTHER TRADING ACTIVITIES

	31.12.20	31.12.19
	£	£
Catering sales	544	83,703
Subscriptions	23,364	16,736
Fund raising income	-	4,525
Miscellaneous income	42,964	181,863
	<u>66,872</u>	<u>286,827</u>

4. INVESTMENT INCOME

	31.12.20	31.12.19
	£	£
Rents received	2,568	2,320
Deposit account interest	14	35
	<u>2,582</u>	<u>2,355</u>

5. INCOME FROM CHARITABLE ACTIVITIES

	31.12.20	31.12.19
	£	£
Tickets	682	212,258
Grants	99,131	39,856
	<u>99,813</u>	<u>252,114</u>

6. RAISING FUNDS

Other trading activities

	31.12.20	31.12.19
	£	£
Purchases	2,898	47,129
Staff costs	80,385	45,016
Subscription costs	3,978	6,268
Advertising	3,120	14,201
	<u>90,381</u>	<u>112,614</u>

MID-NORFOLK RAILWAY PRESERVATION TRUST

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST DECEMBER 2020

7. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 8) £	Totals £
Tickets, freight income and driving experiences	107,405	23,304	130,709
Train operating expenses	29,269	11,923	41,192
Audit fees	-	3,174	3,174
Support costs	-	457,375	457,375
	<u>136,674</u>	<u>495,776</u>	<u>632,450</u>

8. SUPPORT COSTS

	Other £	Governance costs £	Totals £
Tickets, freight income and driving experiences	23,304	-	23,304
Train operating expenses	11,923	-	11,923
Audit fees	-	3,174	3,174
Support costs	457,375	-	457,375
	<u>492,602</u>	<u>3,174</u>	<u>495,776</u>

9. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.12.20 £	31.12.19 £
Auditors' remuneration	3,174	4,081
Depreciation - owned assets	85,179	69,217
Government grants released	<u>(41,745)</u>	<u>(39,856)</u>

10. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st December 2020 nor for the year ended 31st December 2019.

Trustees' expenses

Trustees are reimbursed for expenditure incurred on behalf of the charity including postage, travel and sundry expenses. None of the Trustees have been reimbursed for expenses incurred during the year nor in 2019.

MID-NORFOLK RAILWAY PRESERVATION TRUST

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST DECEMBER 2020

11. STAFF COSTS

	31.12.20	31.12.19
	£	£
Wages and salaries	139,304	107,100
	<u>139,304</u>	<u>107,100</u>

The average monthly number of employees during the year was as follows:

	31.12.20	31.12.19
Administration	4	3
Catering	1	6
Operations	2	-
	<u>7</u>	<u>9</u>

No employees received emoluments in excess of £60,000.

12. TANGIBLE FIXED ASSETS

	Freehold Land & Buildings £	Railway Track £	Plant & equipment £
COST			
At 1st January 2020	986,905	373,669	43,395
Additions	-	24,613	-
	<u>986,905</u>	<u>398,282</u>	<u>43,395</u>
At 31st December 2020	986,905	398,282	43,395
DEPRECIATION			
At 1st January 2020	404,647	264,622	40,395
Charge for year	38,906	13,833	3,000
	<u>443,553</u>	<u>278,455</u>	<u>43,395</u>
At 31st December 2020	443,553	278,455	43,395
NET BOOK VALUE			
At 31st December 2020	<u>543,352</u>	<u>119,827</u>	<u>-</u>
At 31st December 2019	<u>582,258</u>	<u>109,047</u>	<u>3,000</u>

MID-NORFOLK RAILWAY PRESERVATION TRUST

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST DECEMBER 2020

12. TANGIBLE FIXED ASSETS - continued

	Fixtures and fittings £	Rolling Stock £	Bridges & Infrastructure £	Totals £
COST				
At 1st January 2020	34,064	134,952	196,685	1,769,670
Additions	-	88,626	-	113,239
At 31st December 2020	<u>34,064</u>	<u>223,578</u>	<u>196,685</u>	<u>1,882,909</u>
DEPRECIATION				
At 1st January 2020	27,858	100,011	176,958	1,014,491
Charge for year	6,206	16,150	7,084	85,179
At 31st December 2020	<u>34,064</u>	<u>116,161</u>	<u>184,042</u>	<u>1,099,670</u>
NET BOOK VALUE				
At 31st December 2020	<u>-</u>	<u>107,417</u>	<u>12,643</u>	<u>783,239</u>
At 31st December 2019	<u>6,206</u>	<u>34,941</u>	<u>19,727</u>	<u>755,179</u>

Included in cost or valuation of land and buildings is freehold land of £233,544 (2019 - £233,544) which is not depreciated.

All assets are held for direct charitable purposes. The freehold land is subject to legal charges to a maximum of £254,409 (2019 £254,409). £215,000 of this is contingent upon future sales as described in note 22.

Railway track includes donated track which has been capitalised at a value attributed by the trustees.
Freehold Land & Buildings includes donated land which has been capitalised at a value attributed by the trustees.

Freehold Land & Buildings includes buildings renovation work at a cost of £590,429 (2019 £590,429).

The trustees perform an annual impairment review of buildings to ensure that the recoverable amount is not lower than the carrying value. They consider that there has been no impairment during the year.

13. FIXED ASSET INVESTMENTS

	Shares in group undertakings £
MARKET VALUE	
At 1st January 2020 and 31st December 2020	<u>200</u>
NET BOOK VALUE	
At 31st December 2020	<u>200</u>
At 31st December 2019	<u>200</u>

There were no investment assets outside the UK.

The company's investments at the balance sheet date in the share capital of companies include the following:

MID-NORFOLK RAILWAY PRESERVATION TRUST

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST DECEMBER 2020

13. FIXED ASSET INVESTMENTS - continued

The Mid-Norfolk Railway (Trading)Limited

Registered office: The Railway Station Station Road Dereham Norfolk NR19 1DF

Nature of business: Railway Trading Company

Class of share:	%	
	holding	
Ordinary	100	

	31.12.20	31.12.19
	£	£
Aggregate capital and reserves	1,053	6,198

Mid-Norfolk Railway (Infrastructure & Engineering)Limited

Registered office: The Railway Station Station Road Dereham Norfolk NR19 1DF

Nature of business: Infrastructure & Engineering Company

Class of share:	%	
	holding	
Ordinary	100	

	31.12.20	31.12.19
	£	£
Aggregate capital and reserves	157,434	41,966

14. STOCKS

	31.12.20	31.12.19
	£	£
Stocks	750	750

15. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.20	31.12.19
	£	£
Trade debtors	11,228	20,712
Amounts owed by group undertakings	1,462,846	927,988
VAT	12,797	14,687
Prepayments and accrued income	1,488	32,324
	<u>1,488,359</u>	<u>995,711</u>

MID-NORFOLK RAILWAY PRESERVATION TRUST

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST DECEMBER 2020

16. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.20	31.12.19
	£	£
Bank loans and overdrafts (see note 18)	5,123	4,946
Other loans (see note 18)	2,500	2,865
Trade creditors	28,604	28,951
Social security and other taxes	3,275	1,826
Other creditors	6,658	2,354
Accruals and deferred income	139,795	44,888
	<u>185,955</u>	<u>85,830</u>

17. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	31.12.20	31.12.19
	£	£
Bank loans (see note 18)	6,757	11,872
Other loans (see note 18)	2,500	5,000
Deferred income	198,797	240,199
Members Guarantees	1,180	1,180
	<u>209,234</u>	<u>258,251</u>

Members' guarantees comprise amounts of £1 received from members of the charity, representing their personal liabilities payable should the charity go into liquidation. There is no requirement for members to pay this sum whilst the company is trading, but some members have chosen to do so.

18. LOANS

An analysis of the maturity of loans is given below:

	31.12.20	31.12.19
	£	£
Amounts falling due within one year on demand:		
Bank loans	5,123	4,946
Other loans	2,500	2,865
	<u>7,623</u>	<u>7,811</u>
Amounts falling due between two and five years:		
Bank loans - 2-5 years	6,757	11,872
Other loans - 2-5 years	2,500	5,000
	<u>9,257</u>	<u>16,872</u>

MID-NORFOLK RAILWAY PRESERVATION TRUST

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST DECEMBER 2020

19. SECURED DEBTS

Included in creditors are local authority grants of £240,541 (2019 £282,287) which are non-refundable and which are released to the Statement of Financial Activities over the lives of the assets to which the grants relate.

Creditors also include other loans of £5,000 (2019 £7,865) which are secured on the specific assets to which they relate.

20. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds £	Restricted funds £	31.12.20 Total funds £	31.12.19 Total funds £
Fixed assets	783,239	-	783,239	755,179
Investments	200	-	200	200
Current assets	1,590,685	-	1,590,685	1,032,769
Current liabilities	(185,955)	-	(185,955)	(85,830)
Long term liabilities	(209,234)	-	(209,234)	(258,251)
	<u>1,978,935</u>	<u>-</u>	<u>1,978,935</u>	<u>1,444,067</u>

21. MOVEMENT IN FUNDS

	At 1.1.20 £	Net movement in funds £	Transfers between funds £	At 31.12.20 £
Unrestricted funds				
Total	1,444,067	477,998	56,870	1,978,935
Restricted funds				
Total	-	56,870	(56,870)	-
TOTAL FUNDS	<u>1,444,067</u>	<u>534,868</u>	<u>-</u>	<u>1,978,935</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
Total	1,200,829	(722,831)	477,998
Restricted funds			
Total	56,870	-	56,870
TOTAL FUNDS	<u>1,257,699</u>	<u>(722,831)</u>	<u>534,868</u>

MID-NORFOLK RAILWAY PRESERVATION TRUST

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST DECEMBER 2020

21. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.1.19 £	Net movement in funds £	Transfers between funds £	At 31.12.19 £
Unrestricted funds				
Total	591,920	819,374	32,773	1,444,067
Restricted funds				
Total	2,544	30,229	(32,773)	-
TOTAL FUNDS	<u>594,464</u>	<u>849,603</u>	<u>-</u>	<u>1,444,067</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
Total	1,559,542	(740,168)	819,374
Restricted funds			
Total	30,229	-	30,229
TOTAL FUNDS	<u>1,589,771</u>	<u>(740,168)</u>	<u>849,603</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.1.19 £	Net movement in funds £	Transfers between funds £	At 31.12.20 £
Unrestricted funds				
Total	591,920	1,297,372	89,643	1,978,935
Restricted funds				
Total	2,544	87,099	(89,643)	-
TOTAL FUNDS	<u>594,464</u>	<u>1,384,471</u>	<u>-</u>	<u>1,978,935</u>

MID-NORFOLK RAILWAY PRESERVATION TRUST

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST DECEMBER 2020

21. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
Total	2,760,371	(1,462,999)	1,297,372
Restricted funds			
Total	87,099	-	87,099
TOTAL FUNDS	<u>2,847,470</u>	<u>(1,462,999)</u>	<u>1,384,471</u>

22. CONTINGENT LIABILITIES

The company is required to pay a proportion of any future sale proceeds from the land to the vendor, subject to a maximum of £215,000. This contingent liability is secured on the land.

23. RELATED PARTY DISCLOSURES

-As disclosed in Note 2, the charitable company has received donations from its subsidiary companies in both 2020 and 2019.

-As disclosed in Note 15 the charitable company is owed £1,463,346 by group undertakings:

The Mid-Norfolk Railway (Trading) Limited £77,231 (2019 £144,927)

Mid-Norfolk Railway (Infrastructure & Engineering) Limited £1,386,115 (2019 £783,061)

MID-NORFOLK RAILWAY PRESERVATION TRUST

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST DECEMBER 2020

	31.12.20 £	31.12.19 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations legacies & bequests -unrestricted	1,031,562	1,018,246
Donations legacies & bequests -restricted	56,870	30,229
	<hr/> 1,088,432	<hr/> 1,048,475
Other trading activities		
Catering sales	544	83,703
Subscriptions	23,364	16,736
Fund raising income	-	4,525
Miscellaneous income	42,964	181,863
	<hr/> 66,872	<hr/> 286,827
Investment income		
Rents received	2,568	2,320
Deposit account interest	14	35
	<hr/> 2,582	<hr/> 2,355
Charitable activities		
Tickets	682	212,258
Grants	99,131	39,856
	<hr/> 99,813	<hr/> 252,114
Total incoming resources	<hr/> 1,257,699	<hr/> 1,589,771
EXPENDITURE		
Other trading activities		
Buffet and shop purchases	2,898	47,129
Catering staff employment costs	80,385	45,016
Subscription costs	3,978	6,268
Advertising	3,120	14,201
	<hr/> 90,381	<hr/> 112,614
Charitable activities		
Train operating costs	136,674	296,013
Support costs		
Other		
Administration staff employment costs	58,919	62,084
Rates and water	3,013	5,985
Carried forward	61,932	68,069

This page does not form part of the statutory financial statements

MID-NORFOLK RAILWAY PRESERVATION TRUST

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST DECEMBER 2020

	31.12.20	31.12.19
	£	£
Other		
Brought forward	61,932	68,069
Insurance	38,782	48,073
Light and heat	17,376	12,050
Telephone	7,550	7,811
Postage and stationery	13,473	13,499
Sundries	28,227	13,343
Permanent Way Repairs and Renewals	172,221	40,821
IT costs	7,018	5,845
Hire of equipment	2,276	1,130
Repairs and maintenance	5,904	6,949
Cleaning	990	1,191
Premises expenses	19,017	21,903
Hire of catering equipment	1,457	1,521
Bank and credit card charges	3,966	6,871
Loan interest	1,426	1,032
Training	744	-
Legal and professional fees	25,064	8,134
Depreciation of tangible fixed assets	85,179	69,218
	<hr/> 492,602	<hr/> 327,460
Governance costs		
Auditors' remuneration	3,174	4,081
	<hr/> 722,831	<hr/> 740,168
Total resources expended		
Net income	<hr/> <hr/> 534,868	<hr/> <hr/> 849,603



Wymondham Town Council

Grant Application Form

Please read the attached guidelines before completing this form. You may continue on a blank sheet if necessary, but please put the name of your organisation on any additional sheets.

1 Your organisation

a) Name of organisation.

North Wymondham Community Association (Charity 266932)

b) Address.

1, The Old Rectory, Wymondham, Norfolk, NR18 8JL

c) Description of your organisation's activities.

The purpose of the NWCA is to provide and run a convenient and affordable local community venue/hub, for the benefit of the members of the public and residents. It is for the benefit of social welfare in the community. It is also the responsibility of the committee to uphold its obligation to use the community centre as a way of engaging residents in different events and activities. The NWCA management committee manages the day to day running of the venue including maintenance, bookings, and all associated activities. The Community Centre is a vital facility and service run by the community for the community.

d) How long has your organisation been in existence?

25 January 1974

2 Contact details

a) Name of contact.

Sara White

b) Position within organisation.

Secretary

c) Address for correspondence (if different from above).

d) Telephone.

01953 851111

e) email.

nwca@nwca.org.uk

3 Your application

a) Please give a brief description of the project for which the grant is intended.

Phase 1: Building and Groundwork:

Following an investigation of an area of approx. 20 sq m. immediately surrounding the kitchen of the community centre, there was evidence of subsidence. We have received quotes to break up and remove concrete pathways adjacent to the building and dig out to a depth of 3ft. We had exposed several roots from nearby trees which have penetrated below the foundations. All the roots will need to be totally removed and the area refilled with hardcore and new pathways laid. To prevent future ingress of the roots it was necessary to chop down two cherry trees and one rowan and to poison the roots.

We identified cracks internally within the kitchen, which led to investigations of the site by a trusted builder who dug out the concrete in an L shape around the kitchen to discover the extent of the problem. We discovered the tree roots had compromised the building and have subsequently had the trees removed and stumps poisoned so they do not continue to grow. If there is any serious deterioration of the foundations and they need to be under-pinned this would incur further expense. If we do not act urgently, we will incur more damage and disruption to the building which will ultimately affect the hirers and extended community members from using this community facility. This will also have a resulting impact on our income.

This project is a one-off activity and should not require further upkeep or repair once the issue has been resolved and the works undertaken. Groundworks including removal of existing concrete and subsoil. Excavate subsoil/tree roots 2m from building and investigate foundations and backfill. Install weed suppression membrane and concrete.

Phase 2: Gardens

The area of North Wymondham is overlooked when it comes to projects and the towns engagement. The NWCA has been working hard the last few months to improve this. We have engaged with BP Radio Norfolk's Treasure Quest at our recent Tabletop Sale. We are also planning a 2021 Xmas carol concert where we have involved a community choir group and the Robert Kett pub. We have organised a 11ft Xmas tree donated by Wymondham Garden Centre and have asked Ashleigh Infants and Early Years to make decorations for the tree. For the first time, we have worked with Light Up Wymondham in the provision of Christmas lighting for the tree and community centre building.

Our aim is to make NWCA front gardens more of a community focal point, to improve and to fully utilise the land granted to the community. To enhance the area by providing a pleasant place to rest, socialise and enjoy within a busy area of shops and businesses, for the benefit of all ages. To encourage and to help improve the mental health of members of the community through 'Chatty benches', planters, raised beds, vertical wall planters and a paved seating area. Raised flower beds to be planted and maintained all year around by volunteers. The gardens are on the route of school walking traffic. This project provides volunteering opportunities to members of the community and to other partnering charities and community groups. To date we have The Shed and Wymondham in Bloom working with us on this project which is a great example of community collaboration work. The new community garden would also participate in the Anglia in Bloom competitions judging tour of Wymondham, under Wymondham in Bloom. There are further partnering exercises to be had with Greening Wymondham.



b) Who will benefit from the proposed project?

The work will benefit our existing regular hirers and future hirers who are members of our community and general public. This includes people from all backgrounds and ages.

c) What is the total cost of your project?

£10,493.69

d) What is the grant amount you are requesting from Wymondham Town Council?

£9,493.69

e) How much does your organisation currently have to put towards this project?

£1000

f) Please give an itemised breakdown of the expenditure for which this money is being applied for. This must include evidence (i.e. suppliers estimate (or price lists) of the likely cost of all items of expenditure e.g. goods or labour.

Item	Cost £
Tree Surgeon to remove 3 established cherry trees and poison the stumps. (WORKS COMPLETED 08/11/21)	£525 (inc VAT)
Groundworks including removal of existing concrete and subsoil. Excavate subsoil/tree roots 2m from building and investigate foundations and backfill. Install weed suppression membrane and concrete. (See quote)	£3841.69 (inc VAT)
4 x long, raised sleeper flower beds either side main pathway. Seating area to include a 'Chatty Bench' and paved seated area (see image).	£2895
Planting: 5 x Vertical planters attached to building front and side. (See image)	£432
Bulbs, plants, and compost	£500
Circular paving blocks and gravel (see seating image)	£1800
New community notice board set nearer the public path	£500
TOTAL	£10,493.69

g) Will you be seeking grant assistance from South Norfolk Council? Yes

If 'No' please state why not.



h) Have you made applications to any other body for grant aid for this project? Yes/No (please delete as appropriate).

If yes please give details.

Name of organisation applied to	Amount applied for £	Date of application	Amount received £
Screwfix Foundation	5000	13/09/21	Awaiting outcome
Groundworks	1000	18/10/21	Awaiting outcome
Morrisons Foundation	3000	30/10/21	Declined
Norfolk Community Foundation	5000	08/09/21	Declined
SNDC Members Grant	Any	19/11/21	£1000
RHS Community Grant	£3000	04/12/21	Awaiting outcome

i) If you have received any other sources of funding, not specified above, please give details.

None

j) If there is a shortfall between your contribution and assuming a Town Council grant, how will you raise the balance?

Have made an application to RHS grant jointly with Wymondham in Bloom for the East Anglian (In Bloom) 2022.

k) If the application is for a capital project, who owns the land or buildings?

North Wymondham Community Association owns the building and land

l) Please supply the details of the arrangements under which you have use of this land or building (e.g. tenancy, lease).

4 Previous applications

a) Has your organisation previously applied for a grant from Wymondham Town Council? No (please delete as appropriate).

If yes, please give details of the project and the date and amount of grant received.

Yes. 2018/2019. £1500 towards a replacement roof.

5 Protection of Children & Vulnerable Adults

Does your project involve direct work with children under 18 or disabled adults under 25 without their normal carers present?

If YES you must supply a copy of your organisation's policy for the protection of children and vulnerable adults.

Y/N*	N (However, we have a policy despite no direct work)
------	--

6 Your financial situation

Where possible all applications should be accompanied by the following financial information. If you are unable to provide the information please give a reason.

- A copy of your latest audited accounts or other financial report which indicates your financial position

Enclosed Y/N*	If No Why?
---------------	------------

- Any written estimate or quotation or statement of how the costs are arrived at

Enclosed Y/N*	If No Why?
---------------	------------

- Photocopy of bank statements covering the past 6 months.

Enclosed Y/N*	If No Why?
---------------	------------

- A copy of your organisations constitution and rules of your organisation (excludes statutory bodies)

Enclosed Y/N/N/a*	If No Why?
-------------------	------------

- Where appropriate plans showing the proposals

Enclosed Y/N/N/a*	We have photos of some of the items but have not had the time to put together drawings.
-------------------	---

- Please delete as appropriate.*

The council may request additional information depending on the project and the amount of grant sought. Please also note that payment of grant funds is made against receipted invoices.

I declare the information provided is correct at the time of this application.



Signed

Sara White

Date 07/12/21

Please return to Town Clerk, Wymondham Town Council, 14 Middleton Street, Wymondham, Norfolk, NR18 0AD. Applications will be considered by the Finance and General Purposes Committee. You will be notified whether or not your application has been successful as soon as possible after a decision has been taken.

If you have any queries, please contact the Town Clerk on 01953 603302 or email office@wymondhamtc.co.uk

Wymondham Town Council

Guidelines for the award of grants



- 1 An organisation applying for a grant from Wymondham Town Council must be based in the Parish of Wymondham with its membership open to interested residents in the Parish.
- 2 The Town Council will consider applications which relate to either;
 - A clearly identified capital project or,
 - A specific project or event or service
- 3 The Town Council will not normally subsidise running costs or write-off debts.
- 4 The purpose for which a grant will be considered will usually fall into one of the following categories;
 - Furtherance of the Town Council's primary responsibilities e.g. to sport, recreation and the arts.
 - Projects promoted by Wymondham based organisations to the benefit of deserving groups of Wymondham residents, e.g. children, adolescents, the elderly, the disabled.
 - For the conservation of Wymondham's heritage, whether in the form of buildings, artefacts or documents.
 - To promote and publicise the Town of Wymondham.

This list is not necessarily exclusive and applications may be considered for other purposes.
- 5 The Town Council will not make grants to the following;
 - An organisation the primary purpose of which is the propagation or furtherance of political, religious, moral or philosophical viewpoints of causes.
 - General charities, whether local, national or international.
 - Individuals however deserving.
 - A sponsorship scheme e.g. walks runs and other efforts.
- 6 Grants, subject to the over riding constraints of the Council's budget, will not normally exceed half of any approved cost. If South Norfolk Council is grant aiding the maximum is one third.
- 7 In considering applications the Town Council will have regard to the applicant organisations ability to contribute their part of the cost to carry out the project, event or service and will require submission of accounts, balance sheet and written estimates with the application.

GM and Sons

5 Cedar Court
Norwich Road
Hethersett
NR9 3FN

Estimate

02/12/2021

Estimate

Sara White

Estimate No

344

Description	Qty	Unit price	Total price
To create and install a decorative seating area as shown in the photo you supplied without circular paved area with a wood flower bed to the rear of seating area. 4 x wooden planters 2 x on each side of the walkway	1	£2,895.00	£2,895.00

This price is valid for 21 days from the estimate date above

Subtotal **£2,895.00**

Deposit required £1,990.00

Please note that a deposit will be required for any materials before the order is placed Payable to Mr G Moppett
Sort Code 20-62-68
Account No 53188868

Balance due on completion **£905.00**

Balance payable on day of completion

Estimate Sheet

Date:	29 July 2021	North
Customer:	Peter Davis Wymondham Community Centre	
Address:	44 Lime Tree Avenue, Wymondham, Norfolk.	
	NR18 0HH	
Phone:	01953 605064 - 07836355440	
Email:	heddonshouse@gmail.com	
	① Cherry Tree (Group 3 x Trees) - Remove to ground level only.	
	② Cherry Tree (Multi Stem) - Remove to ground level only.	
	③ Mountain Ash/Rowen (Multi Stem x 5) - Remove to ground level only.	
	④ Poison all stumps to prevent re-growth	
	⑤ Remove all waste from site	
	(TPO CLEAR) ⑥ Leave area clean and tidy.	
	Sub £437.50	VAT £87.50 Total £525.00
Customer:	Name:	
	Signature:	
Work Completed	Date:	Name:
		Signature:

It is the customer's responsibility that all works carried out comply with all current legislation and laws, to include but not limited to, tree preservation orders and tree conservation areas. All works are subject to current terms and conditions available on request. This estimate is not a bill, it is our best estimate at the total price to complete the work stated above but is subject to change, if changes are made prior notice will be given. Large jobs may require a deposit before work commences.

Please contact Chris for advice and a free no-obligation estimate

Phone: 07888691604 - 01953789317

Email: cgtreecare80@gmail.com

Website: www.cgtreecare.com

