

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 December 2018
for
Neotropical Bird Club

Michael Goddard
Chartered Certified Accountant
57 Markfield Road
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Surrey
CR3 6RQ

Neotropical Bird Club

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for the Year Ended 31 December 2018

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Neotropical Bird Club

Report of the Trustees for the Year Ended 31 December 2018

The Members of the Council of the Neotropical Bird Club, who act as Trustees for the purposes of Charity law, are pleased to present their annual report and the accounts for the year ended 31 December 2018.

The Trustees have adopted the provisions of 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).

OBJECTIVES AND ACTIVITIES

Constitution and objectives

The Neotropical Bird Club (also known as 'NBC') was formed under a trust deed and registered as a charity on 16 August 1994.

Its main objectives and aims can be summarised as to:

- foster an interest in the birds of the Neotropics amongst birdwatchers throughout the world;
- increase awareness of the importance of support for conservation in the region;
- mobilise the enthusiasm of birdwatchers active in the region to contribute to the conservation of Neotropical birds;
- provide a forum for articles and notes about Neotropical birds, their identification and conservation through the publication of the Club's journals; and
- provide small grants to fund ornithological and conservation projects within the Neotropics.

OBJECTIVES AND ACTIVITIES

Review of Club activities during the year

During the year, NBC continued with the publications strategy introduced in 2009 and produced one large issue of Cotinga and two issues of Neotropical Birding. The major change introduced in 2018, however, was the opportunity for members to receive their publications in digital format and by the end of the year, 76 members had chosen this option.

Neotropical Birding 22 and 23

Issues 22 and 23 of Neotropical Birding continued the trend set by previous issues and included many colour images of rarely seen or photographed species. The articles in Neotropical Birding 22 included:

- "Ecuador's Big Day: A new world record" which described setting a new day record total of 431 species;
- Visiting Robinson Crusoe Island; and
- An update on recent NBC Conservation Awards.

Articles in Neotropical Birding 23 included:

- Seeing Blue-bearded Helmetcrest in Colombia;
- A review of the new species found in the Neotropics over the last 50 years; and
- An update on the conservation programme for the critically endangered Hooded Grebe.

Cotinga 40

A wide variety of articles were also published in Cotinga 40 with these including:

- A breeding record of Spot-crowned Barbet from Panama;
- A list of the birds of Colonso Chalupas Biological Reserve in Ecuador; and
- First observations of Plumbeous Vireo in eastern Honduras.

The short communications were equally varied and included details of the first record of Lincoln's Sparrow for Colombia (and second record for South America), the first documented record of Ruff in Ecuador, two Harpy Eagles at an unusually high elevation in Peru and records of Fawn-breasted Tanager at Pernambuco in north-east Brazil.

Conservation Awards

The other major Club activity is funding conservation projects and 2018 was another highly successful year with a total 11 awards being made (2017: 14). The grants totalled £24,435 during the year (2017: £27,569), which means that over the last 19 years £141,008 has been provided to support Neotropical bird conservation projects.

Projects funded in 2018 were as follows:

- US\$3,000 for a niche modelling project on Yellow-headed Manakins in Colombia;
- US\$3,000 towards work on the conservation of "crested" eagles in Argentina;
- US\$3,000 for a project on the endemic Cuban Parakeet;
- US\$3,000 towards a study of the impact of the mass flowering of bamboo in Argentina;
- US\$3,000 for a conservation action programme on Ibera Seedeater in Paraguay;
- US\$2,950 towards a study on the ecology and conservation of the Wattled Curassow in Brazil;
- US\$1,500 for work on the conservation of pine-oak forests in Chiapas, Mexico;
- US\$3,000 for a study on the status, ecology and conservation of the critically endangered Antioquia Brush-finch in Colombia;
- US\$3,000 to develop a conservation management programme for Saffron-cowled Blackbird in Argentina;
- US\$3,000 to undertake a census of Ringed Storm-petrel colonies in Northern Chile; and
- US\$3,000 to assist in defining the optimal conservation stronghold for the Critically Endangered Horned Curassow in Bolivia.

Other activities

In August 2018, the Club had a stand at the Rutland Bird Fair, with the Club's main prizes in its annual raffle being a pair of Swarovski EL binoculars and a stay at El Septimo Lodge in Ecuador. The Club would especially like to thank Swarovski Optik for their ongoing support in providing prizes for this annual fundraising event.

In April-May 2018, Michael Carmody of Legacy Tours organised a highly successful tour to Mexico on behalf of the club with those who participated seeing a great selection of the country's specialities and also raising US\$6,000 for the Club.

During the year, the Club continued to operate a Facebook site and Twitter account.

Neotropical Bird Club

Report of the Trustees for the Year Ended 31 December 2018

OBJECTIVES AND ACTIVITIES

Review of Club activities during the year Membership

Membership of the Club decreased during the year to 711 (2017:781).

ACHIEVEMENT AND PERFORMANCE

Review of the Club's financial activities

From a financial perspective, 2017 was a highly satisfactory year for the Club with total income of £66,197 (2017: £56,034). Whilst membership subscriptions are the main source of unrestricted income, Council would like to thank the organisations and individuals who made donations during the year, especially Mark Constantine and the March Conservation Fund of Tides Foundation, whose ongoing support makes a huge difference to the number and size of conservation awards which can be funded.

The £21,703 spent on producing and distributing journals was the most significant expenditure which the Club incurred (2017: £19,226).

FUTURE PLANS

NBC Council regularly considers its strategy for the future and during 2018, the decision was taken to organise various activities to celebrate the 25th anniversary of the club. These will include larger publications, an anniversary dinner (coinciding with the British Birdwatching Fair) and a special offer to promote the club to those aged under 25.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Neotropical Bird Club (also known as 'NBC') was formed under a trust deed and registered as a charity on 16 August 1994.

Neotropical Bird Club

Report of the Trustees for the Year Ended 31 December 2018

STRUCTURE, GOVERNANCE AND MANAGEMENT

Policies

Reserves policy

The Council have adopted a policy of maintaining the Club's unrestricted funds at a level equivalent to at least one year's normal unrestricted expenditure. They believe this provides appropriate and sufficient funds to ensure the continuation of the Club if, for example, there was a short-term decline in the number of members.

Investment policy

The majority of the Club's funds are held in Natwest Bank. In the judgement of the Club's Council, this is currently the most appropriate form of investment for these monies although with interest rates remaining at record lows, the amount earned is currently very low.

Grant-making policy

Grants are made to fund ornithological and conservation projects in the Neotropics and are made both to locally based institutions (typically non-governmental organisations) and to individuals undertaking relevant research on threatened species or habitats. Preference is given to projects undertaken by Neotropical nationals and where NBC's contribution pays for a significant percentage of the work.

In return for providing funding, the Club requests recipients to provide a paper for possible publication in Cotinga or Neotropical Birding detailing the results of the project.

Trustees

New members of Council are appointed by the existing members of Council, subject to confirmation at the Annual General Meeting.

The only sub-committee operated by the Club was the Conservation Awards Committee which considers all conservation award applications and puts recommendations to the full Council for approval.

The Trustees typically meet three times per annum with telephone conference calls between meetings where and when this is deemed appropriate. Areas of activity which generally are discussed at each meeting include updates from the Chairman, Secretary and Treasurer, as well as individual Trustees with specific areas of responsibility. Individual Trustees have day-to-day decision making authority within their dedicated area of responsibility and within the policies and constraints specified at Trustees' meetings.

Risk management

The Club's Council are satisfied that they have sought to identify the major risks faced by the charity and believe appropriate measures have been taken to mitigate these risks. This is kept under regular review and discussed at Council meetings as and when necessary.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1040130

Principal address

c/o The Lodge
Sandy
Bedfordshire
SG19 2DL

Neotropical Bird Club

Report of the Trustees
for the Year Ended 31 December 2018

REFERENCE AND ADMINISTRATIVE DETAILS

Trustees

Chris Balchin (Secretary)

Rob Clay

Chris Collins (Treasurer)

Mike Dawson

Carl Downing

Gordon Ellis - resigned 18.8.18

David Fisher (Chairman)

Roberta Goodall

Alex Lees - resigned 18.8.18

Manuel Sanchez

Chris Sharpe - resigned 18.8.18

Tom Stuart

John Thirtle

Charles Wilkins

Rob Williams

Independent examiner

Michael Goddard

Chartered Certified Accountant

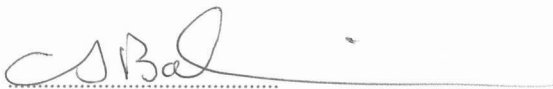
57 Markfield Road

Caterham

Surrey

CR3 6RQ

Approved by order of the board of trustees on 10th August 19 and signed on its behalf by:



Chris Balchin (Secretary) - Trustee

Independent Examiner's Report to the Trustees of
Neotropical Bird Club

Independent examiner's report to the trustees of Neotropical Bird Club

I report to the charity trustees on my examination of the accounts of the Neotropical Bird Club (the Trust) for the year ended 31 December 2018.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.



Michael Goddard
Chartered Certified Accountant
57 Markfield Road
Caterham
Surrey
CR3 6RQ

Date: 10/08/2019

Neotropical Bird Club

Statement of Financial Activities
for the Year Ended 31 December 2018

	Notes	Unrestricted fund £	Restricted fund £	31.12.18 Total funds £	31.12.17 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		23,024	36,467	59,491	50,029
Charitable activities					
Advertising		4,454	-	4,454	4,120
Sales		1,070	-	1,070	522
Raffle		1,180	-	1,180	1,363
Investment income	2	2	-	2	-
Total		<u>29,730</u>	<u>36,467</u>	<u>66,197</u>	<u>56,034</u>
EXPENDITURE ON					
Raising funds	3	829	-	829	881
Charitable activities					
Publications		21,703	-	21,703	19,226
Grants		-	24,435	24,435	27,569
Other		5,888	735	6,623	5,041
Total		<u>28,420</u>	<u>25,170</u>	<u>53,590</u>	<u>52,717</u>
NET INCOME		<u>1,310</u>	<u>11,297</u>	<u>12,607</u>	<u>3,317</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		60,112	17,573	77,685	74,368
TOTAL FUNDS CARRIED FORWARD		<u><u>61,422</u></u>	<u><u>28,870</u></u>	<u><u>90,292</u></u>	<u><u>77,685</u></u>

The notes form part of these financial statements

Neotropical Bird Club

Balance Sheet

At 31 December 2018

	Notes	Unrestricted fund £	Restricted fund £	31.12.18 Total funds £	31.12.17 Total funds £
FIXED ASSETS					
Tangible assets	6	612	-	612	-
CURRENT ASSETS					
Stocks	7	290	-	290	300
Prepayments		300	-	300	-
Cash at bank		76,010	28,870	104,880	97,822
		<u>76,600</u>	<u>28,870</u>	<u>105,470</u>	<u>98,122</u>
CREDITORS					
Amounts falling due within one year	8	(8,984)	-	(8,984)	(13,233)
		<u>67,616</u>	<u>28,870</u>	<u>96,486</u>	<u>84,889</u>
NET CURRENT ASSETS					
		<u>68,228</u>	<u>28,870</u>	<u>97,098</u>	<u>84,889</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>61,422</u>	<u>28,870</u>	<u>90,292</u>	<u>77,685</u>
CREDITORS					
Amounts falling due after more than one year	9	(6,806)	-	(6,806)	(7,204)
		<u>61,422</u>	<u>28,870</u>	<u>90,292</u>	<u>77,685</u>
NET ASSETS					
		<u>61,422</u>	<u>28,870</u>	<u>90,292</u>	<u>77,685</u>
FUNDS					
	10				
Unrestricted funds				61,422	60,112
Restricted funds				28,870	17,573
				<u>90,292</u>	<u>77,685</u>
TOTAL FUNDS					

The financial statements were approved by the Board of Trustees on 10 Aug 2019 and were signed on its behalf by:



Chris Collins (Treasurer) -Trustee

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, 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 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Tangible fixed assets

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

Website - 33% 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 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.

2. INVESTMENT INCOME

	31.12.18	31.12.17
	£	£
Deposit account interest	2	-
	=====	=====

3. RAISING FUNDS

Raising donations and legacies

	31.12.18	31.12.17
	£	£
Support costs	819	791
	<u>819</u>	<u>791</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

During 2018 fees amounting to £499 were paid to Rob Clay for the administration of the conservation awards. In 2017 £499 was paid to Alex Lees and £250 to Rob Clay.

Trustees' expenses

A total of £709 (2017 £1,640) was reimbursed to trustees during the year for expenses paid by them on behalf of the charity.

5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	24,595	25,434	50,029
Charitable activities			
Advertising	4,120	-	4,120
Sales	522	-	522
Raffle	1,363	-	1,363
Total	<u>30,600</u>	<u>25,434</u>	<u>56,034</u>
EXPENDITURE ON			
Raising funds	881	-	881
Charitable activities			
Publications	19,226	-	19,226
Grants	-	27,569	27,569
Other	3,969	1,072	5,041
Total	<u>24,076</u>	<u>28,641</u>	<u>52,717</u>
NET INCOME	<u>6,524</u>	<u>(3,207)</u>	<u>3,317</u>
RECONCILIATION OF FUNDS			
Total funds brought forward	53,588	20,780	74,368
TOTAL FUNDS CARRIED FORWARD	<u>60,112</u>	<u>17,573</u>	<u>77,685</u>

6. TANGIBLE FIXED ASSETS

	Website £
COST	
At 1 January 2018	3,000
Additions	918
At 31 December 2018	<u>3,918</u>
DEPRECIATION	
At 1 January 2018	3,000
Charge for year	306
At 31 December 2018	<u>3,306</u>
NET BOOK VALUE	
At 31 December 2018	<u>612</u>
At 31 December 2017	<u>-</u>

7. STOCKS

	31.12.18 £	31.12.17 £
Stocks	290	300
	<u>290</u>	<u>300</u>

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.18 £	31.12.17 £
Trade creditors	1,200	1,200
Deferred income	7,784	12,033
	<u>8,984</u>	<u>13,233</u>

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

	31.12.18 £	31.12.17 £
Deferred income	6,806	7,204
	<u>6,806</u>	<u>7,204</u>

10. MOVEMENT IN FUNDS

	At 1.1.18 £	Net movement in funds £	At 31.12.18 £
Unrestricted funds			
General fund	60,112	1,310	61,422
Restricted funds			
Restricted fund	17,573	11,297	28,870
TOTAL FUNDS	<u>77,685</u>	<u>12,607</u>	<u>90,292</u>

10. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	29,730	(28,420)	1,310
Restricted funds			
Restricted fund	36,467	(25,170)	11,297
TOTAL FUNDS	<u>66,197</u>	<u>(53,590)</u>	<u>12,607</u>

Comparatives for movement in funds

	At 1.1.17 £	Net movement in funds £	At 31.12.17 £
Unrestricted Funds			
General fund	53,588	6,524	60,112
Restricted Funds			
Restricted fund	20,780	(3,207)	17,573
TOTAL FUNDS	<u>74,368</u>	<u>3,317</u>	<u>77,685</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	30,600	(24,076)	6,524
Restricted funds			
Restricted fund	25,434	(28,641)	(3,207)
TOTAL FUNDS	<u>56,034</u>	<u>(52,717)</u>	<u>3,317</u>

10. MOVEMENT IN FUNDS - continued

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

	At 1.1.17 £	Net movement in funds £	At 31.12.18 £
Unrestricted funds			
General fund	53,588	7,834	61,422
Restricted funds			
Restricted fund	20,780	8,090	28,870
TOTAL FUNDS	<u>74,368</u>	<u>15,924</u>	<u>90,292</u>

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			
General fund	60,330	(52,496)	7,834
Restricted funds			
Restricted fund	61,901	(53,811)	8,090
TOTAL FUNDS	<u>122,231</u>	<u>(106,307)</u>	<u>15,924</u>

11. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2018.

Neotropical Bird Club

Detailed Statement of Financial Activities
for the Year Ended 31 December 2018

	31.12.18 £	31.12.17 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	38,038	26,294
Subscriptions	21,453	23,735
	<hr/>	<hr/>
	59,491	50,029
Investment income		
Deposit account interest	2	-
Charitable activities		
Merchandise and Bulletin sales	1,070	522
Raffle etc.	1,180	1,363
Advertising	4,454	4,120
	<hr/>	<hr/>
	6,704	6,005
Total incoming resources	<hr/>	<hr/>
	66,197	56,034
EXPENDITURE		
Other trading activities		
Opening stock	300	39
Purchases	-	351
Closing stock	(290)	(300)
	<hr/>	<hr/>
	10	90
Charitable activities		
Printing and associated costs	18,118	15,778
Postage	3,585	3,448
Grants to institutions	4,702	-
Grants to individuals	19,733	27,569
	<hr/>	<hr/>
	46,138	46,795
Support costs		
Management		
Birdfair, meetings and raffle costs	1,391	960
Stationery, postage and sundries	550	886
Website expenses	695	555
Insurance	176	222
Accountancy fees	600	600
Administration of conservation awards scheme	499	749
Administration of membership	2,980	-
Depreciation of website	306	333
	<hr/>	<hr/>
	7,197	4,305

This page does not form part of the statutory financial statements

Neotropical Bird Club

Detailed Statement of Financial Activities
for the Year Ended 31 December 2018

	31.12.18	31.12.17
	£	£
Finance		
Bank charges	323	435
PayPal charges	490	782
Exchange rate differences	(568)	310
	<hr/>	<hr/>
	245	1,527
	<hr/>	<hr/>
Total resources expended	53,590	52,717
	<hr/>	<hr/>
Net income	12,607	3,317
	<hr/> <hr/>	<hr/> <hr/>

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