

Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1	4	2024		31	3	2025

Section A

Reference and administration details

Charity name

Surrey Bird Club

Other names charity is known by

SBC

Registered charity number (if any)

248285

Charity's principal address

Bournbrook House,

Sandpit Hall Road

Chobham

Postcode

GU24 8HA

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	David Smith	Chair	01/04/2024-02/02/2025	AGM
2	Kevin Duncan	County Recorder	28/06/2024-31/03/2025	AGM
3	Stella Bignold	Bird Report Editor		AGM
4	Ray Phillips	Treasurer & Membership*		AGM
5	Penelope Williams	General Secretary#		AGM
* Membership from 28/06/2024				
# Membership to 28/06/2024 General Secretary thereafter				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Section B Structure, governance, and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution (last amended at AGM 10th September 2021)
How the charity is constituted (eg. trust, association, company)	Unincorporated Association
Trustee selection methods (eg. appointed by, elected by)	Selected by committee, but appointment or reappointment confirmed annually by AGM

Additional governance issues (Optional information)

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

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

In addition to the roles within the charity held by the trustees, the charity has several other roles held by individuals. These roles result in an individual being appointed to the general committee (together with the trustees who are also on the general committee). It is the general committee's decisions that inform the actions of the individuals and the trustees.

The individuals within the general committee are also appointed/reappointed by the AGM. The general committee roles include:

Role	Person appointed.
Newsletter Editor	Tim Chinn
Conservation Officer	Dan O'Sullivan 30/06/2024 to 02/02/2025
Field Meetings Officer	Ed Hilton to 16/11/2024
BTO Representative & Member Engagement	Penny Williams
Records Database Manager	
& Young Persons' Rep	Zach Pannifer
Ringing Secretary	Jeremy Gates to 28/06/2024
Minuting Secretary	Vacant
Publicity Officer	Vacant
Records Committee Chair	Ed Stubbs from 28/06/2024
Andy Harding	No portfolio to 12/2024
	Field Meetings from 22/01/2025
Dave Harris,	Chair of Records Committee to 28/6/2024
	No portfolio thereafter

The charity also appoints a President for a period of three years. The appointment does not confer any powers, but the President has been involved with the charity for many years, and their views are considered. The current President is Eric Soden (a past Chair and County Recorder), whose appointment expires at the AGM 2027.

The charity has a permanent sub-committee that considers submitted bird records. That sub-committee has the authority to decide whether a particular record is accepted (and therefore included in the annual report).

<p>Another sub-committee is responsible for organising field meetings and other events (including attending events organised by others). This sub-committee was created in the autumn of 2024 and includes non-committee members Gail Huckle and Dave Kiddell, as well as Andy Harding, Penny Williams and Zach Pannifer. This sub-committee is expected to be permanent.</p> <p>A working group was also created in autumn 2024 to consider providing merchandise to members. It is anticipated that its work will be complete by the end of summer 2025, so it will not be permanent. It is made up of Tim Chinn, Penny Williams, Steve Casson and Andy Harding.</p> <p>There is no formal training for trustees, but before being put forward to the AGM for election, a trustee will usually be co-opted onto the committee so that their suitability for the role can be assessed.</p>

Section C Objectives and activities	
Summary of the objects of the charity set out in its governing document	<ul style="list-style-type: none"> • EDUCATION: To advance public education in the birds of the County of Surrey and the Vice County of Surrey (“the County”) • RESEARCH: To promote and, with others, participate in ornithological studies in the County • PUBLICATION: To publish an annual report about the birds of the County (the Surrey Bird Report), and to publish, from time to time, a book on the birds of the County • CONSERVATION: To support and encourage the preservation and conservation of birds and places of ornithological interest in the County.
Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)	<p>In 2024/25, the charity held a field trip at least once a month (sometimes twice), which was open to all. These field trips educated members of the public about birds. The WhatsApp group (set up to assist members who wished to car-share and make trips greener) has grown considerably, and a second one was created to cover general information about birds.</p> <p>The charity ran two events in June in Woking that educated the public about Peregrines in Surrey. These events were run with the assistance of Club members and other volunteers. The events were very popular and successful in their aims, greatly assisted by the club gazebo, which emphasised the Bird Club's presence in Woking and provided shelter for those helping on the event days. In March, the charity also agreed to cover the cost of streaming the four cameras, on the nest and surrounding ledges, for the 2025 breeding season.</p>

The charity was also represented at two outside events, namely the BioBlitzes at Tice's Meadow on 20 July 2024 and Puttenham Common on 21 July 2024. Kevin Duncan recorded the birds present at Puttenham Common, and Dave Kiddell led a field trip there on behalf of the club.

As well as publishing a quarterly newsletter (available only to members on the date of publication), the charity publishes the following to all members of the public who wish to view the information:

- a) SurreyBirdNews is an X account giving up-to-date information about bird sightings, field trips and how to participate in surveys
- b) the Surrey Bird Club website, which not only gives up-to-date information about bird sightings, field trips and how to participate in surveys, but also information on various walks in Surrey.

The charity provided copies of its two publications, Birds of Surrey and the Surrey Atlas 2007-2012, to all new members under 25 who requested them, free of charge.

The charity itself carried out no research projects in 2024/25, but, as usual, it promoted taking part in the BTO's research surveys.

The charity published the 2021 Surrey Bird report.

In planning for the year, the Trustees, as well as the rest of the general committee, kept in mind the Charity Commission's guidance on public benefit.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

See Section C for this information.

None of this would have been possible without the many hours volunteers have spent:

- a) leading field trips
- b) compiling species accounts for the annual report
- c) authoring articles for the newsletter/Annual Bird Report
- d) sorting and verifying bird sighting records
- e) supporting the Woking Peregrine project
- f) collating information for the newsletter
- g) collating information for the annual report
- h) proofreading the annual report
- i) supporting the BioBlitzes
- j) providing photographs for the newsletter, report, and website
- k) disseminating information through the X account
- L) disseminating information through the recent sightings' webpage
- m) keeping the website up to date
- n) attending committee meetings
- o) maintaining the WhatsApp Groups for Field Meetings & Chat
- p) attending committee and sub-committee meetings
- q) attending the working group on merchandising and attending meetings with potential suppliers
- r) keeping the membership and accounts records up to date
- s) providing minutes of meetings
- t) keeping all the club's records up to date

Section E

Financial review

Brief statement of the charity's policy on reserves

Cash at the bank was over £54,000 as at 31/3/24, more than sufficient to cover current liabilities. Part of this cash is a designated fund for enthusing young people, resulting from a donation. In view of this donation, the trustees, when deciding on club activities, bear in mind the importance of enthusing young people to love birds. At present, the annual income from, in the main, subscriptions is sufficient to cover yearly expenditure.

The Club has also decided that the very generous donation of £15,000 (Included in the cash balance), called the Steve Chastell Memorial Fund will be used to cover the cost of the Woking Peregrine project to the club and to go towards the cost of publicising a Surrey Bird Atlas 2027 – 2031 as both of these projects were very important to the late Steve Chastell.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

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

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

Given the cash held at the bank, the club sees no need to raise funds at present. Most of the charity's expenditure has been on publishing the annual report and newsletters, both of which educate the membership about birds in Surrey. Previous editions of the newsletter are handed out free to non-members who express an interest in birds in Surrey.

The charity does not currently have an ethical investment policy, as it holds only cash. The Club does try to ensure that, wherever possible, ethical purchases are made and to persuade members to receive publications electronically rather than in print.

Section F

Other optional information

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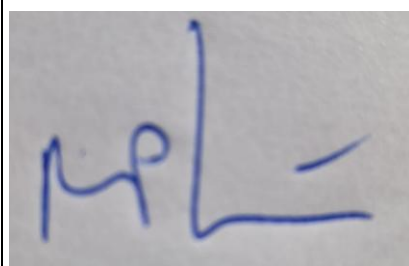
Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Raymond Phillips

Position

Trustee

Date

26 November 2025