A photograph of a stone wall on a hillside overlooking a city. The wall is made of various stones and bricks, some of which are covered in moss and ivy. In the background, a city skyline is visible, including a prominent church spire. The sky is blue with some clouds.

# **Friends of Kett's Heights**

## **Annual Report and Accounts 2021**

**Registered Charity No 1191607**

# Trustees' Annual Report for the period from 1st January to 31st December 2021

## Friends of Kett's Heights

Charity registration number 1191607

### Objectives and Activities, Achievements and Performance

The purpose of the charity is to promote the conservation, protection and improvement of the physical and natural environment, and to encourage public use, of Kett's Heights. Kett's Heights is a four-acre public open space on the eastern side of Norwich city centre owned by Norwich City Council.

The Friends were founded as an organization in November 2015 and started undertaking practical work, by agreement with the City Council, early in 2016. 2021 thus marked the fifth anniversary of the commencement of our activities on the ground, and we have been pleased with the achievements to date. We were also pleased to be co-winners in 2021 in the awards made by CPRE Norfolk in their Digging Deep category for initiatives that make local communities enjoyable places to live



2021 also was the second year in which those activities were affected by restrictions arising from the COVID pandemic. These restrictions took the form of limited numbers at any one practical work session and a cessation of promotional activities for the public until restrictions were lifted in summer 2021. We then resumed our monthly guided walks, but with limited numbers and pre-booking, and also carried out activities for Heritage Open Days in September 2021. Although we have no records of the number of visitors to Kett's Heights we certainly experienced, in 2020, a significant increase in visits from local people whose travel further afield was restricted, and there were continuing high levels of visits in 2021. Our own organised activities were complemented by tours led by others such as Paul Dickson, whose Shardlake tour is a regular favourite and regularly brings groups to Kett's Heights.

Our practical work activities continued with the regular litter-picking and path sweeping which helps to keep the site attractive, together with other work to implement the activities set out in the Management Plan jointly agreed with the City Council. We purchased and installed a picnic table on the lower green, which has been well received.

We also continued to discuss with the City Council its proposed project to improve access to Kett's Heights and undertake other work. In November we met with officers and two Thorpe Hamlet ward councillors, Councillors Ash Haynes and Lesley Grahame. We were informed that the City Council hopes to put the work out to tender in Spring 2022.

A major component of the proposed project is the creation of a new, step-free, access from Ladbrooke Place on the north-eastern side of the site together with a refurbishment of the existing entrance with which the new access would link. We are regularly asked if there is access from the southern side of the site, not least by those who remember the path originally created for use by workers from the former gas works, which was available to the public when the site



was



*Installing the picnic table*

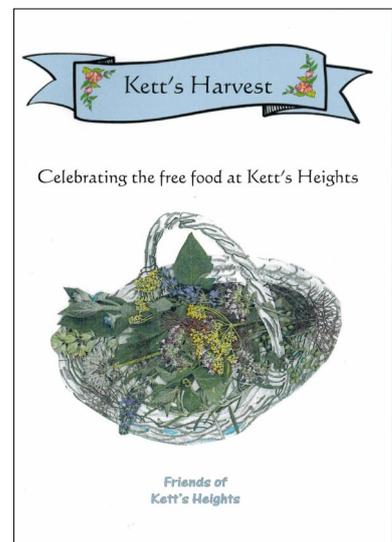
*First satisfied customer.*

opened as a public open space in the 1980s. We examined the condition of this path and found that, despite being around 150 years old, it is fundamentally sound. We have developed provisional proposals with the City Council whereby we will undertake practical work, for example to clear trees and install handrails, and we are waiting to see if funding will be available as part of the project referred to above. Reopening of this path will also need the agreement of the owners of the estate built on the site of the former gas works. If we are able to secure this reopening, it will provide not only better access to residents on the south side of the site to their local public open space but also be potentially of use to other local residents in providing, together with the Council's proposed new access, an alternative route on foot from Bishop Bridge to the St Leonards Road/Quebec Road area that is less steep than Gas Hill and less polluted than Bishop Bridge Road and Kett's Hill. It would also offer visitors to the area a potentially spectacular climb from Bishop Bridge up to the viewpoint on Kett's Heights and then continuing on to the viewpoint on St James' Hill.

A further component of the Council's project is training for our volunteers in the repair of walls on the site using appropriate materials: this is due to take place in March 2022.

We also continued the reclamation from years of overgrowth of the former greenhouse areas at the centre of the site. The first of these is now our herb garden, with seating built into the wall on the north side - a very popular spot on a sunny day. In 2021 we agreed with the City Council plans devised by our member David Howarth for the larger main greenhouse area, built in the 19th century using the wall of St Michael's Chapel, to be developed as an upper viewing area and sensory garden. Our cover photo shows the area in late 2021 after clearance of vegetation but before works had begun. During the summer we had experimented very successfully with annual wild flowers in this area. In the autumn we sowed wildflower seeds over more extensive areas of the site.

For Heritage Open Days in 2021 we produced a new publication *Kett's Harvest, celebrating the free food at Kett's Heights* together with an online *Food on Kett's Heights* trail.



This is available, together with our other trails, at our website [www.kettsheights.co.uk](http://www.kettsheights.co.uk), which was revamped during the year by our website manager, Mike Button.

Our Secretary Jane Chittenden asks members each month to let her know how many hours they have spent volunteering for the Friends, and forwards the totals to the City Council. The total for 2021 was 1875 hours, compared to 1249 hours in 2020, and 1189 in 2019. Around 30 of our members undertake volunteer activities.

Kett's Heights is a public open space, open at all times. Our activities therefore benefit all members of the public who visit the site. Members of the Friends receive a monthly newsletter and are encouraged to take part in our activities, but receive no other benefit from their membership. The Trustees therefore consider that they have had due regard to the guidance issued by the Charity Commission on public benefit.

## **Financial Review**

At the end of the year the charity's financial position was strong, with a surplus of receipts over payments over at the end of the period of £3,170 and total assets in excess of £11,000. The trustees anticipate that there may be significant spending by the Friends in 2022 or 2023 in connection with the City Council's proposed project referred to above. Possible projects include the acquisition of a seat for the upper viewpoint area and signs and noticeboards to be placed at or near the proposed new entrance(s). The extent of the contribution made by the Friends will depend on which elements of the project the City Council is able to finance from the funds allocated by the Greater Norwich Growth Board.

All the charity's funds are held in unrestricted funds.

The charity's principal sources of funds are subscriptions and donations from members.

## **Structure, Governance and Management**

The charity is an unincorporated association with a constitution last revised in August 2019.

Trustees are elected annually at the Annual General Meeting by and from the members and may be re-elected, save that the Chair cannot serve for more than three consecutive years.

Newly-elected trustees are provided with information about the charity, including the constitution and the Kett's Heights Management Plan and copies of the Charity Commission's guidance for trustees.

The charity's Executive Committee normally meets about every two months, and there is also a Publicity and Events Committee. As most committee members are also involved in activities such as practical works and helping with events there is a great deal of informal contact.

The charity belongs to the Outdoor Projects Network organised by the City Council and also has regular contact with the Norwich Fringe Project, which administers the 'natural area' sites in the city on behalf of the Council.

## Reference and Administrative details

Charity name : Friends of Kett's Heights

Charity registration number : 1191607

### Names of the charity trustees who manage the charity

Trustee name	Office (if any)	Dates acted if not for whole year
Jane Chittenden	Secretary	
Cavan Stewart	Chair	Chair to 26th May 2021: ordinary member thereafter
John Trevelyan	Chair	Ordinary member to 26th May 2021: Chair thereafter
Mike Button	Treasurer	
Helen King	Vice-Chair	
David Howarth		
Frank Meeres		From 26th May 2021
Paddy Adams		From 26th May 2021
Neil Winder		From 26th May 2021
Jane Chapman		
Claire Kidman		

The trustees declare that they have approved the trustees' report above. Signed on behalf of the charity's trustees.

Signature	
Full Name	John Trevelyan
Position	Chair
Date	7 February 2022

Charity name : Friends of Kett's Heights

Charity registration number : 1191607

Receipts and payments accounts for the period from 1st January 2021 to 31st December 2021

<b>Section A Receipts and payments</b>					
<i>Figures rounded to nearest £</i>		2021			2020
		£			£
<b>Receipts</b>					
Subscriptions		540			425
Donations		3,083			2,834
Gift Aid tax recovery		714			632
Grants		0			500
<b>TOTAL RECEIPTS</b>		<b>4,337</b>			<b>4,391</b>
<b>PAYMENTS</b>					
<i>Recurring items</i>		£			£
Insurance	157				146
Website	0				154
Meeting costs (Zoom or room hire)	144				0
Regular practical work: plants, tools	157				328
Miscellaneous	29				83
<i>Recurring items sub-total</i>		487			711
<i>One-off projects</i>					
Picnic table	503				
Information panel replacement	72				
Food booklets	105				
Tree surgery					4,530
<i>One-off projects sub-total</i>		680			4,530
<b>TOTAL PAYMENTS</b>		<b>1,167</b>			<b>5,241</b>
Net receipts/(payments)		3,170			-£850
Cash fund at start of period		8,275			£9,125
Cash funds at end of period		11,445			£8,275
<b>Section B Statement of assets and liabilities at the end of the period</b>					
Cash funds in hand		76			66
Cash funds at bank		11,369			8,209
Total cash funds		11,445			8,275

The trustees declare that they have approved the accounts. Signed on their behalf.

Signature

*John Trevelyan*

Full Name

John Trevelyan

Position

Chair

Date

7 February 2022