

**EPPING FOREST CONSERVATIVE ASSOCIATION**  
**ACCOUNTS**  
**FOR THE YEAR ENDED**  
**31 DECEMBER 2023**

## **EPPING FOREST CONSERVATIVE ASSOCIATION**

### ***INDEX***

1 - 2	Chairman's Report
3	Income & Expenditure Account
4	Balance Sheet
5	Independent Examiner's Report
6/10	Notes to the Accounts

**EPPING FOREST CONSERVATIVE ASSOCIATION  
CHAIRMAN'S REPORT  
YEAR ENDED 31 DECEMBER 2023**

This Statement of Accounts provides a report on the political, social and financial activities of the Epping Forest Conservative Association for the year ended 31 December 2023. The registered address is 4 Matthew Parker Street, London SW1H 9HQ and the local Association address is [REDACTED]  
[REDACTED] Tel no: [REDACTED] email [REDACTED]  
[REDACTED]

The Member of Parliament is Rt Hon Dame Eleanor Laing who is Deputy Speaker. For the purposes of the Political Parties Election Referendum Act 2000 the responsible Officers are Holly Whitbread – Chairman and Registered Treasurer and Joseph Parsons – Hon. Treasurer and Deputy Registered Treasurer.

The names of the Association's Trustees are: [REDACTED] and Cllr Leslie Burrows.

### **REVIEW OF POLITICAL ACTIVITIES**

In 2023 Epping Forest Conservatives fought a third of District Council elections, retaining most seats against the national trend. Throughout the year local activists and councillors distributed numerous newsletters and political leaflets, as well as running surgeries and street stalls. Towards the end of the year a written update was delivered across the Constituency in preparation for the all-out District Council elections in 2024. The local Conservatives also have an active online presence across the social media platforms.

### **MEMBERSHIP**

The membership of the Association was as follows:

	<b>2023</b>	<b>2022</b>
<b>Type</b>		
Full	385	470

### **BRANCHES**

The Association has five Ward Branches under its direct control and all income received and expenditure incurred by those branches has been included in the Association Accounts. The Ward Branches are Buckhurst Hill, Chigwell, Epping & Theydon Bois, Loughton and Waltham Abbey. There is also a Young Conservatives Branch. Two Ward Branches held fundraising events during the year. The local Conservative Club is Waltham Holy Cross – which is a separate legal entity and donations are received from them during the year.

### **COMMITTEES**

Our Executive Council met 4 times during the year to conduct the Association's business, The Management Committee also met on 2 occasions and the Political Policy Forum did not meet. The Local Government Committee and Approval Panel met on numerous occasions to interview candidates, discuss strategy and identify target Wards.

**EPPING FOREST CONSERVATIVE ASSOCIATION  
CHAIRMAN'S REPORT  
YEAR ENDED 31 DECEMBER 2023**

**SOCIAL FUNCTIONS**

Our main fund-raising event took place in November, a champagne reception with Penny Mordaunt MP, Leader of the House of Commons. Our Patrons Club met for 2 events. We had a number of Supper Club events, one with Dame Eleanor Laing MP in December and another with County Councillor John Spence in September.


**FINANCIAL ACTIVITIES**

The accounts for the year form part of this report. These are prepared in accordance with applicable accounting standards and guidance issued by the Electoral Commission. A surplus of £13,369 was made in the year compared with a surplus of £2,940 in 2022.

Income – Subscriptions from members took a 20% drop compared to last year. However, amounts raised from association functions improved due to the successful event with Penny Mordaunt MP.

Expenditure – Expenses remained at a similar level to last year. There was a slight increase in staff costs due to the employment of a new member of staff.

Balance Sheet – Funds remain adequate, but we need to build funds to successfully fight difficulty in local elections and the next General Election.



**Holly Whitbread**  
Association Chairman  
27 March 2024

**EPPING FOREST CONSERVATIVE ASSOCIATION  
INCOME & EXPENDITURE ACCOUNT  
YEAR ENDED 31 DECEMBER 2023**

	Notes	2023 £	2022 £
<b>INCOME</b>			
Membership	1	9,284	11,451
Affiliations	2	843	1,619
Branch Income	3	2,856	3,514
Association Activities	4	27,519	12,938
Donations	5	10,555	15,769
Property Rental Income/Services	6	15,650	15,650
Other Income	7	108	-
Notional Income	23	1,000	1,000
<b>Total Income</b>		<u>67,815</u>	<u>61,941</u>
<b>EXPENDITURE</b>			
Staff Costs	9	18,138	16,236
Premises Costs	10	11,862	14,259
Office Costs	11	7,871	6,852
Election & Campaigning Costs	12	8,986	11,162
Association Activities	4	4,459	2,808
Branch Expenditure	3	-	-
Financing Charges & Taxation	13	1,911	1,514
Transfers Out	8	220	5,152
Depreciation		-	18
Notional Expenditure	23	1,000	1,000
<b>Total Expenditure</b>		<u>54,446</u>	<u>59,001</u>
Excess of Income over Expenditure		13,369	2,940
Transfer from Fighting Fund	19	(4,065)	-
Transfer from Other Constituency Support	19	-	-
		<u>9,304</u>	<u>2,940</u>

**EPPING FOREST CONSERVATIVE ASSOCIATION**  
**BALANCE SHEET**  
**YEAR ENDED 31 DECEMBER 2023**

	Notes	2023 £	2023 £	2022 £	2022 £
<b>FIXED ASSETS</b>					
Freehold Property	14		60,402		60,402
Furniture, Fittings & Office Equipment	14		-		-
			60,402		60,402
<b>CURRENT ASSETS</b>					
Loan to Conservative Party	15	16,500		16,500	
Debtors & Prepayments	16	2,272		1,957	
Bank Accounts	17	87,229		73,014	
		106,000		91,471	
<b>CURRENT LIABILITIES</b>					
Creditors & Accruals	18	11,293		10,132	
		11,293		10,132	
<b>NET CURRENT ASSETS</b>			94,708		81,339
<b>NET ASSETS</b>			155,110		141,741
<b>ACCUMULATED FUND</b>					
Balance 1st January 2023			130,804		127,864
Designated Refurbishment Fund	19		2,900		2,900
Designated Fighting Fund	19		12,102		8,037
Excess of income over expenditure			9,304		2,940
<b>TOTAL FUNDS</b>			155,110		141,741

I confirm that the Accounts set out on pages 1 to 10 have been prepared in accordance with applicable accounting standards and guidance issued by the Electoral Commission and are correct to the best of my knowledge. In addition I confirm that these Accounts have been approved by the Association

Executive Council on the 27 March 2024



**Holly Whitbread**

Chairman and Registered Treasurer

**REPORT OF THE INDEPENDENT EXAMINER TO THE MEMBERS OF  
EPPING FOREST CONSERVATIVE ASSOCIATION**

I have examined the Income and Expenditure Account and Balance Sheet for the year ended 31<sup>st</sup> December 2023 together with the underlying accounting records and confirm that the accounts are in accordance therewith.



Independent Examiner  
Haslers  
Chartered Accountants  
Old Station Road  
Loughton  
Essex  
IG10 4PL



**EPPING FOREST CONSERVATIVE ASSOCIATION**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED**  
**31ST DECEMBER 2023**

**1 MEMBERSHIP PER PARTY DATABASE**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Membership fees received directly by Association	9,284	2,954
Membership fees received by the Central Party	-	8,498
	<u>9,284</u>	<u>11,451</u>

The membership amounts are not totally compatible principally because of local subscriptions shown on the Party Database in a later month than when they were banked locally.

**MEMBERSHIP FEES & DONATIONS PER OUR ACCOUNTING**

Buckhurst Hill	1,429	2,544
Chigwell	2,088	3,214
Epping & Theydon Bois	1,989	4,702
Loughton	2,735	4,454
Waltham Abbey	1,044	1,776
Conservative Future	-	-
Friends/Supporters	-	-
	<u>9,284</u>	<u>16,690</u>

**2 AFFILIATION**

Waltham Holy Cross Conservative Club	843	1,619
	<u>843</u>	<u>1,619</u>

**3 BRANCH INCOME & EXPENDITURE**

	<b>2023</b>			<b>2022</b>		
	Income	Quota	Expense	Income	Quota	Expense
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Buckhurst Hill	-	2,751	-	-	2,293	-
Chigwell	-	-	-	-	25	-
Epping & Theydon Bois	-	85	-	-	53	-
Loughton	-	20	-	-	50	-
Waltham Abbey	-	-	-	-	1,093	-
	<u>-</u>	<u>2,856</u>	<u>-</u>	<u>-</u>	<u>3,514</u>	<u>-</u>

**4 ASSOCIATION INCOME & EXPENDITURE**

	<b>2023</b>		<b>2022</b>	
	Income	Expense	Income	Expense
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Dinner/Reception	18,741	884	3,419	778
Supper Club	3,832	3,357	2,326	1,560
Patrons Club	4,947	217	7,193	470
	<u>27,519</u>	<u>4,459</u>	<u>12,938</u>	<u>2,808</u>



**EPPING FOREST CONSERVATIVE ASSOCIATION**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED**  
**31ST DECEMBER 2023**

**5 DONATIONS**

	<b>2023</b>		<b>2022</b>	
	Cash	Non Cash	Cash	Non Cash
	£	£	£	£
External Donors	-	-	1,265	-
Member Donations	-	-	5,239	-
Fighting Fund	4,065	-	1,845	-
Councillors	6,490	-	7,420	-
Miscellaneous	-	-	-	-
	<u>10,555</u>	<u>-</u>	<u>15,769</u>	<u>-</u>

During the Year the Association received donations totalling £1,500 (2022, £3,000) that were reportable to the Electoral Commission, ie that were over £1,500 from the same donor in the year. Donations are recorded above and also in Association Income (note 4) and in Branch income (note 3).

**6 PROPERTY RENTAL INCOME & OFFICE SERVICES**

	<b>2023</b>	<b>2022</b>
	£	£
Rent of office space to MP	13,600	13,600
Services provided to MP	<u>2,050</u>	<u>2,050</u>
	<u>15,650</u>	<u>15,650</u>

**7 OTHER INCOME**

Miscellaneous	<u>108</u>	<u>-</u>
---------------	------------	----------

**8 TRANSFERS**

	<b>2023</b>		<b>2022</b>	
	Incoming	Outgoing	Incoming	Outgoing
	£	£	£	£
To CCHQ re Membership Levy	-	-	-	4,912
To Essex Area	-	220	-	240
	<u>-</u>	<u>220</u>	<u>-</u>	<u>5,152</u>

**9 STAFF COSTS**

	<b>2023</b>	<b>2022</b>
	£	£
Salaries (1 member of staff)	17,816	15,943
Employers National Insurance/ Pension contribution	1,447	1,307
Employment Allowance	<u>(1,125)</u>	<u>(1,014)</u>
	<u>18,138</u>	<u>16,236</u>

**EPPING FOREST CONSERVATIVE ASSOCIATION**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED**  
**31ST DECEMBER 2023**

**10 PREMISES COSTS**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Rates & Water	8,605	6,804
Light & Heat	1,192	1,865
Maintenance	1,628	5,124
Cleaning	436	466
	<u>11,862</u>	<u>14,259</u>

**11 OFFICE COSTS**

Printing & Stationery	2,166	996
Postage	159	275
Telephone	1,301	1,206
Computer Software & Support	637	950
Equipment Hire & Maintenance	546	437
Insurance	883	1,033
Professional Fees	1,886	1,846
Sundry Expenses	293	109
	<u>7,871</u>	<u>6,852</u>

**12 ELECTION PAYMENTS & POLITICAL CAMPAIGNING**

Police Fire & Crime Commissioner	-	-
Local Election expenses	8,986	11,162
County Election expenses	-	-
Campaigning Literature	-	-
	<u>8,986</u>	<u>11,162</u>

**13 FINANCIAL CHARGES AND TAXATION**

Credit card charges	296	125
Corporation Tax - current year	1,615	1,389
	<u>1,911</u>	<u>1,514</u>

**EPPING FOREST CONSERVATIVE ASSOCIATION**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED**  
**31ST DECEMBER 2023**

	Freehold Property £	Office Fittings & Equipment £	Total £
<b>14 FIXED ASSETS</b>			
Cost			
Balance at 31 December 2022	60,402	22,232	82,634
Additions	-	-	-
Balance at 31 December 2023	<u>60,402</u>	<u>22,232</u>	<u>82,634</u>
Depreciation	Nil	WDV &	
Method		Straight line 25% pa	
Balance at 1 January 2023	-	22,232	22,232
Charge for year	-		
Balance at 31 December 2023	<u>-</u>	<u>22,232</u>	<u>22,232</u>
Net book value brought forward	<u>60,402</u>	<u>-</u>	<u>60,402</u>
Net book value carried forward	<u>60,402</u>	<u>-</u>	<u>60,402</u>

**15 LOAN TO CONSERVATIVE PARTY**

The interest free loan of £16,500 is repayable on 7 days' notice. The loan qualifies for a credit at a notional rate of 1.5% per annum. (£247). However the Association have decided to decline the payment, and instead have it donated to the Party's campaign manager's programme.

**16 DEBTORS AND PREPAYMENTS**

	2023 £	2022 £
Amounts falling due within one year		
Prepayments & Accrued Income	1,233	1,489
Debtors	1,025	468
Other Debtors	14	-
	<u>2,272</u>	<u>1,957</u>

**17 BANK BALANCES**

Barclays Bank Accounts	85,546	71,326
Held by banks on behalf of branches	1,639	1,530
Cash in hand	44	158
	<u>87,229</u>	<u>73,014</u>

**EPPING FOREST CONSERVATIVE ASSOCIATION**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED**  
**31ST DECEMBER 2023**

<b>18 CREDITORS</b>	<b>2023</b>	<b>2022</b>
Amounts falling due within one year	£	£
Corporation tax	1,615	1,388
Amounts received in advance	8,346	7,749
Accrued charges and deferred income	1,258	996
Other creditors	74	-
	<u>11,293</u>	<u>10,132</u>

**19 DESIGNATED FUNDS**

**Refurbishment Fund**

Balance brought forward	2,900	2,900
Transfer to Accumulated Fund	-	-
Balance carried forward	<u>2,900</u>	<u>2,900</u>

**Fighting Fund:**

Balance brought forward	8,037	8,037
Transfer to Accumulated Fund	4,065	-
Balance carried forward	<u>12,102</u>	<u>8,037</u>

**20 ACCOUNTING POLICIES**

The financial statements have been prepared in accordance with applicable accounting standards and guidance issued by The Electoral Commission. The financial statements incorporate those of the Association and its branches.

**21 ACCOUNTING CONVENTION**

The statements are prepared on a historical cost basis.

**22 RELATED PARTY TRANSACTIONS**

During the year [REDACTED] was a director of Aysgarth Services Ltd and printing with a value of £9,604 was carried out by the company during 2023 (£9,400 in 2022).

**23 NOTIONAL INCOME AND EXPENDITURE**

During 2023 certain goods and services (2023: £1,000) were provided free of charge to the Association (2022: £1,000).