



Treasurer Information Pack 2024

Message from our Chair

Thank you so much for your interest in volunteering as a Trustee for Moor Trees. Our volunteers are the beating heart of the charity and support our work in so many ways.

We are looking for a Treasurer to support us as our impact increases and as we prepare for our 25th anniversary next year. The role requires some financial expertise to span the breadth of assessing the financial implications of our strategic plans to practically supporting the Chief Executive with the preparation of accounts and financial reports to the Trustees.

This pack provides information about the role as well as about Moor Trees. For more information about us please do look at our website, Facebook or LinkedIn pages. If you want to apply please contact Jackie Dawkins of Shine Charity Recruitment who is helping us with this appointment.

We look forward to hearing from you.

Jenny

Jenny Isaac
Chair of Trustees
Moor Trees



About Moor Trees



Moor Trees exists to restore native broadleaf woodland on Dartmoor in response to the climate and nature crises. We provide the local community with unrivalled access to locally sourced and grown broadleaved trees, carefully identified and selected to provide a diverse range of species ideally suited to planting on Dartmoor. These are grown in our community tree nurseries, nurtured and tended by a growing team of engaged volunteers.

At the heart of our mission lies a powerful purpose: connecting communities, improving biodiversity, and combating climate change – the most urgent challenges of our time. Moor Trees are creating and expanding native broadleaf woodlands on Dartmoor, forming a mosaic of restored natural habitats through natural regeneration of native species, and helping to establish a network of community woodlands through planting trees.

Since 2000, our Devon charity has planted over 165,000 trees and currently provides the opportunity to over 250 volunteers each year, to reconnect to nature and enhance their wellbeing. Moor Trees is unique as we collect seeds of native broadleaved tree species from local sites, stratify, nurture and grow them for two to four years (depending on species) in our two community tree nurseries at Dartington and Broadley. These young trees or 'whips' are then planted by our volunteers to restore Dartmoor's lost temperate rainforest.



Our vision

Moor Trees' vision is for a wilder Dartmoor, shaped by natural processes as far as possible, with a mosaic of restored woodland, grassland, upland heath, blanket bog, mires and meadows, teeming with insects, birds and animals. Our vision includes increased woodland along the river valleys and more open woodland and scrub spreading up the hills, with good connectivity between wooded areas.

Our vision is to restore Dartmoor's woodlands by encouraging the natural regeneration of native species that is already taking place in some areas, and helping to establish a network of community woodlands, planting trees where necessary. By 2050, Moor Trees envisages a wilder, more natural Dartmoor, with native woodland and scrub covering around a third of the National Park alongside restored moorland habitats.

A revitalised Dartmoor, managed with semi-natural grazing and by local farmers and communities, for nature, for our planet and for people. We also believe that a wilder Dartmoor will be good for the local economy, improving existing livelihoods as well as creating new opportunities.

<https://moortrees.org/about-us/new-vision-for-dartmoor/>

Our work



At the core of Moor Trees, we are proud of our community engagement programme where we connect people with nature, empowering them to take an active role in its preservation. We operate two community tree nurseries, inviting everyone to join us on our mission. The charity organises seasonal volunteering opportunities as part of the annual cycle of tree production and woodland creation. This includes our Seed Gathering Programme in partnership with the Woodland Trust, our tree planting season working with local landowners to plant thousands of trees each winter and a summer timetable of citizen science to monitor woodland establishment and habitat creation. Each week on Tuesdays and Wednesdays throughout the year we are at our community tree nurseries.



Our impact

We aim to deliver significant benefits in the fight against climate change and biodiversity loss; woodlands that co-exist with farming, archaeology, and recreation, connecting people to nature and to their heritage. The impact we want to achieve is:

Step-change in the area of native woodland planted through creation of new sites and regeneration and expansion of existing areas.

Increase in the sequestration of carbon on Dartmoor and improved biodiversity.

Greater awareness of the benefits and significance of temperate rainforests

Farm businesses more open to benefits of tree planting and choosing to increase the area of hedgerows and woodland on their land.

- ✓ Community groups, institutional and private landowners are choosing to increase tree planting/natural regeneration on Dartmoor.
- ✓ Moor Trees volunteers have a greater understanding of the process of woodland creation from seed to tree and actively participate in the process.
- ✓ Increasing number of community tree nurseries being established across the UK building on best practice of Moor Trees and sharing of knowledge and insights.
- ✓ Greater awareness of the public of the importance of trees and woodland habitats including temperate rainforests.



Income

Our annual income for 2023 was close to £300K, almost 50% unrestricted. Our income is through fundraising, legacies and trusts and grants. In 2024/25 we are targeting £400K income. For further information about our finances, please see our 2023 Annual Report at the Charity Commission.

Trustee and Treasurer Role Profile

Board Responsibilities

Moor Trees Board of Trustees (also referred to as the Council of Management) is responsible for the management of the affairs of Moor Trees between annual general meetings. It conducts its business through properly regulated meetings and follows agreed processes and procedures. It demonstrates its accountability through the publication of appropriate reports to the members and funders, and where appropriate, regulatory bodies, in addition to reporting at the annual general meeting.

Trustee Role Profile

The Treasurer is expected to fulfil the role of Trustee as well - maintaining their view across all of the functions of the business - not just finance. The Board of Trustees have overall responsibility for the governance of the charity. The Board currently has 7 members and meets every 4-8 weeks - depending on the needs of the business. We meet in South Brent and the meetings are typically 2-3 hours long.

The Trustees work closely with the Chair and Chief Executive to ensure the Board of Trustees fulfils its collective responsibilities, which include:

- Setting an overall strategic direction for the charity following its stated purpose in the governing documents and ensuring effective implementation
- Ensuring the financial stability of the organisation. This includes ensuring the charity's financial dealings are prudently and systematically accounted for, audited or independently examined and are publicly available.
- Dedication to the charity's cause and objectives and willing to act as the charity's ambassador to external bodies, individuals, charities and companies.
- Safeguarding the good name and values of the organisation
- Ensuring that the organisation complies with its governing document (ie memorandum and articles of association), charity law, company law and any other relevant legislation or regulations



In addition to the above duties, each trustee may use any specific skills, knowledge or experience they have to help the Board of Trustees reach sound decisions. This may involve scrutinising board papers, leading discussions, focusing on key issues, providing advice and guidance on new initiatives, or other issues in which the trustee has special expertise. Trustees may:

- Participate in appointment panels, committees and/or occasional working groups dealing with specific aspects of the charity's management and development;
- Attend and participate in opportunities for training.

Treasurer Role profile

This is an exciting opportunity to contribute strategically to a charity making a difference to biodiversity and woodland cover on Dartmoor. We are looking for a Treasurer who will help us grow by maintaining an overview of the organisation's financial affairs, ensuring its financial viability and that proper financial records and procedures are maintained. The Treasurer will span the breadth of assessing the financial implications of our strategic plans to practically supporting the Chief Executive with the preparation of accounts and financial reports to the Trustees. In regular contact with the Chief Executive, the Treasurer will oversee the monitoring of the organisation's finances on behalf of the whole board of trustees, to report regularly on them to the board, and to make sure that money (including reserves) and property assets are properly managed. This includes being accountable to the Chair and Trustees and being open to investigation, discussion and resolution.

In addition to the general responsibilities of a trustee, some of the key duties of the Treasurer are:

- Keeping all trustees properly informed about the state of the organisation's finances, including ensuring financial reports are comprehensible and properly discussed;
- Advising on the financial implications of the organisation's strategic plans, ensuring all strategic plans are financially appraised and budgets are aligned to both short-term and long-term objectives each year.
- Assuring that the financial resources of the organisation meet its present and future needs including overseeing the reserves policy.
- Overseeing the charity's budgeting, financial control and risk-management process, and policies and ensuring robust and effective financial controls are in place with regular reporting to trustees.
- Presenting annual financial statements to the Board of Trustees and Members.
- Supporting the Chief Executive and Bookkeeper to prepare, produce and monitor the management accounts regularly and present budgets, accounts, financial statements and other financial reports.



- Board-level liaison with the independent examiner on specific issues such as the Independent Evaluation, SOFA and Annual Report of the Trustees.

In the future the charity may require a finance or audit and risk committee which would be chaired by the Treasurer.

Recruitment

- Please send your CV to our recruiter, Jackie Dawkins at Shine Charity Recruitment (jackie@shinecharityrecruitment.co.uk) She will be delighted to have an initial discussion with you about the role of a Treasurer Trustee
- The next step would be to meet with our Chair and CEO plus one other Trustee
- Our preferred candidate will then be invited to attend a Board meeting as an observer before being formally appointed at our AGM in September

