

Royal Humane Society

Report and Financial Statements

Year ended 31 December 2019

Registered Charity no: 231469

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Legal and administration

Charity name:	Royal Humane Society
Charity registration number:	231469
Principal office and operational address:	Rooms 50 - 51 3/7 Temple Avenue London EC4Y 0HP

Patron

HM The Queen

President

HRH Princess Alexandra

Trustees

The trustees for the year under review were:

Mr John Grandy Chairman & Treasurer

Mr Charles Spicer Deputy Chairman

Mr Michael Bernard

Mrs Anna Blaxland

Mr Luke Chauveau

Colonel Giles Crisp

Mr Peter Dawson

Mr Mark Dickson

Mrs Diana Duke LVO DL

Mr George Hawkins

Ms Kate Holt

Dr Michael McCaldin FRCGP

Mr Rupert Novis

Mrs Rowena Osborne

Mrs Lynda Rose MBE

Sir Nigel Southward KCVO

Mr Sheridan Swallow

Mr Rupert Uloth

Police Adviser

Ian Dyson QPM, Commissioner, City of London Police.

Represented by Inspector Robert Gurney, Hertfordshire Constabulary.

Secretary

Mr Andrew Chapman

Assistant Secretary

Mr John Wilson

Honorary Adviser

Dr Roger Willoughby PHD

Independent examiners

Ridley, Marreco & Co. Grenville House Main Road Farthinghoe Northants NN13 5PA

Bankers

Drummonds at Royal Bank of Scotland plc 49 Charing Cross London SW1 2DX

Solicitors

Russell Cooke 7 Bedford Row London WC1R 4BS

Investment Managers

Church House Investment Management York House 6 Coldharbour Sherborne Dorset DT9 4JW

Report of the trustees for the year ended 31 December 2019

The trustees present their report together with the financial statements of the charity for the year ended 31 December 2019. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's trust deed, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities published on 16 July 2014.

Structure, Governance and Management

Constitution

The Royal Humane Society was founded in 1774. It is incorporated under Royal Charter and is a registered charity no 231469.

Governance and Decision Making

Trustees are appointed in general meeting, at the charity's Annual General Court, for a period of four years after which they may put themselves forward for re-appointment.

The trustees who have served during the year and since the year-end are set out on page 1.

The trustees meet every quarter to assess cases of saving, or attempted saving, of life where personal bravery is involved and make awards that they consider suitable. They also make awards for restoration of life by resuscitation.

In addition, the Trustees meet annually to award the Royal Humane Society's Police Medal and the charity's highest bravery award, the Stanhope Gold Medal.

The Trustees are assisted on the day to day running of the charity by the charity's secretary.

Risk Management

The trustees have examined the major strategic, business and operational risks which the charity faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen those risks. All procedures are subject to annual review to ensure that they continue to meet the needs of the charity.

Objectives and Activities

The objects of the charity are to seek out and reward those persons who:

- at personal risk, save or endeavour to save life by rescue, or
- effect a successful resuscitation

Award making policy

The charity invites applications for its awards from local constabularies, other public services and the public in general.

Applicants are invited to submit a summary of the life saving incident and the individuals involved, in a specific format. The applications are reviewed against specific criteria together with the element of personal risk involved in the life saving attempt.

Awards of Silver Medal, Bronze Medal, Testimonial on Vellum and Testimonial on Parchment, Resuscitation Certificates, Certificates of Commendation and In Memoriam Certificates are made every quarter, if the Trustees deem that the cases put forward warrant such awards. The charity also awards the President's Award annually to the young person under 18 who displayed the most merit from those put forward that year.

The charity awards a Police Medal annually to the case displaying the most merit from those put forward involving a Police Officer as rescuer.

The annual award of the Stanhope Gold Medal, the charity's highest award, is made to the case displaying the most merit from those already having been awarded a medal by the charity in the preceding year. Nominations are also submitted by the Humane Societies of Australia, Canada, New South Wales, New Zealand, Sri Lanka and the Liverpool Shipwreck & Humane Society.

The charity makes no monetary awards.

Achievements and Performance

Awards

As a result of seeking out potential award winners and processing 454 cases the following awards (1,065 in total) were made during the year:

- Two Stanhope Gold Medals
- The Police Medal
- The President's Award
- 3 Silver Medals
- 18 Bronze medals
- 50 Testimonials on Vellum
- 140 Testimonials on Parchment
- 506 Resuscitation Certificates
- 344 Certificates of Commendation

In 2019 1,065 awards were made to people whose actions saved a total of more than 467 lives. 417 of the awards were made to members of the public and 648 to police officers.

Presentation of awards

Following award decisions and their preparation for presentation, the charity continues to ensure that awards are presented appropriately. Some award ceremonies are funded by the charity.

Publicity

Efforts to publicise cases have continued to be increased. The charity believes that by bringing deeds of bravery by people to public notice, these acts become an example and an inspiration to the rest of us. The web site has been maintained and expanded and the charity sends out news of its awards monthly to regional and local press.

Public Benefit

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Society's aims and objectives and in setting the awards policy for the year.

In doing so the Society aims to foster and encourage people to become public spirited by seeking out and rewarding those who, at personal risk to themselves, have saved or attempted to save human life.

Positive steps are also taken, at local and national level, to publicise these stories in the belief that there is a social benefit to the wider community in celebrating selfless action.

Education

Case studies of the bravery of some children have been maintained on the charity's web site.

Funding

The funding of the charity's activities this year has been achieved by a combination of investment income and donations.

Financial Review

Incoming resources for the year amounted to £119,530. Last year incoming resources amounted to £99,252. Resources expended were £126,028. (2018 - £126,140).

The market value of the charity's fixed asset investments increased by £79,813 compared with the previous year.

The general fund, which is unrestricted, increased by £84,323 over the year. Included in this figure is an unrealised gain of £89,536 on revaluation of investment assets at the balance sheet date.

Investment policy

The charity's power to invest is restricted. The investment strategy is set by the trustees and is reviewed annually taking account of the need to generate sufficient income to contribute to the charity's operating costs without depleting reserves.

The trustees consider the income requirements, the risk profile and the investment managers' view of the prospects of the market in the medium term. This strategy is set within an overall policy which states that any part of the fund invested is to be in low and medium risk investments. The investment policy is operated with a view to ensuring that capital appreciation of the fund, in the medium to long term, does not suffer at the expense of the need to generate adequate income.

Reserves policy

It is the long-term policy of the Trustees to maintain and increase the fund, which is an unrestricted fund, to a level, which, if invested for the most part would generate sufficient income to fully meet the operating costs of the charity.

It is also the policy of the Trustees to maintain free reserves (that part of the fund that is not committed or invested in fixed asset investments) at a level sufficient to meet 3 months' resources expended.

Trustees' responsibilities in relation to the financial statements

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing financial statements giving a true and fair view, the trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping accounting records, which disclose with reasonable accuracy the financial position of the charity and which enable them to ascertain the financial position of the charity and which enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees for the purposes of charity law who served during the year and up to the date of this report are set out on page 1.

Approved by the trustees and signed on their behalf by:

John Grandy

J Grandy, Chairman

28th April 2020

Report of the Independent Examiners for the year ended 31 December 2019

We report on the accounts of the Society for the year ended 31st December 2019 which are set out on pages 6 to 10.

Respective responsibilities of trustees and examiners

The trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144) of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

Having been satisfied that the charity is not subject to audit under the Charities Act and is eligible for independent examination it is our responsibility to:

1. examine the accounts under section 145 of the Charities Act;
2. follow the procedures laid down in the General Directions given by the Charity Commission under section 145 (5) (b) of the Charities Act and
3. state whether particular matters have come to our attention.

Basis of independent examiners' report

Our examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and the seeking of explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiners' statement

In connection with our examination no matters have come to our attention which give us cause to believe that in any material respect:

1. Accounting records were not kept in accordance with section 130 of the Charities Act or
2. The accounts do not accord with the accounting records.

Ridley, Marreco & Co.

Chartered Accountants
Grenville House
Main Road
Farthinghoe
Northants NN13 5PA

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Statement of financial activities – for the year ended 31 December 2019

		Unrestricted Funds	TOTAL FUNDS	
	Note	£	2,019 £	2,018 £
Incoming resources				
Incoming Resources from Generated Funds				
- Voluntary income:				
Donations including tax recoverable		61,856	61,856	46,392
Legacies		12,000	12,000	-
- Activities for generating funds:				
Gross income from fundraising event		21,327	21,327	28,756
- Investment income				
Dividends - equities		19,100	19,100	19,785
Interest - interest bearing securities		5,247	5,247	4,319
Interest on cash deposits		-	-	-
- Other incoming resources		-	-	-
Total incoming resources		119,530	119,530	99,252
Resources expended				
Costs of generating funds				
Investment management costs		919	919	1,506
Fundraising event costs		8,279	8,279	8,385
Charitable activities		97,505	97,505	100,974
Governance costs		19,325	19,325	15,275
Total Resources expended		126,028	126,028	126,140
Net (outgoing) resources before other recognised gains and losses		(6,498)	(6,498)	(26,888)
Other recognised gains and losses				
Realised and unrealised gains/(losses) on investment assets	5	90,821	90,821	(50,472)
		84,323	84,323	(77,360)
Reconciliation of funds				
Total funds brought forward		1,042,366	1,042,366	1,119,726
Total funds carried forward	6	1,126,689	1,126,689	1,042,366

The above statement of financial activities relates to the sole fund of the charity which is an unrestricted fund.

Balance Sheet as at 31 December 2019

	Note		<u>31.12.18</u>
Fixed assets		£	£
Investments	5	1,103,461	<u>1,023,648</u>
Current assets			
Prepayments and accrued income		3,853	5,129
Income Tax Recoverable		-	-
Cash at Bank and in hand		24,816	14,756
Short-term deposits		2,308	3,986
Stock of Medals		2,250	3,046
		<u>33,227</u>	<u>26,917</u>
Current liabilities			
Amounts falling due within one year			
Accrued charges		9,999	8,199
		<u>9,999</u>	<u>8,199</u>
Net current assets		23,228	18,718
Net assets		<u>1,126,689</u>	<u>1,042,366</u>
Unrestricted funds			
General Fund	6	1,126,689	1,042,366
Total funds of the charity		<u>1,126,689</u>	<u>1,042,366</u>

Approved by the board of trustees on April 2020 and signed on its behalf by:

J Grandy (Chairman)

Notes forming part of the financial statements for the year ended 31 December 2019

1. Principal accounting policies

(a) Basis of preparation

The financial statements have been prepared under the historical cost convention, with the exception that investments are included at market value. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

(b) Funds structure

The charity has one sole fund, which is unrestricted, and comprises those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have created a fund for a specific purpose.

(c) Incoming resources

All incoming resources are recognised once the charity has entitlement to the resources, it is certain that the resources will be received and the monetary value of incoming resources can be measured with sufficient reliability.

(d) Resources expended

Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

(e) Irrecoverable VAT

Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

(f) Allocation of overhead and support costs

Overhead and support costs have been allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly. Others are apportioned on an appropriate basis. The allocation of overhead and support costs is analysed in note 3.

(g) Costs of generating funds

The costs of generating funds consist of investment management, certain legal fees and the cost of staging the fund-raising event.

(h) Charitable activities

Costs of charitable activities include awards made and overhead and support costs apportioned as shown in note 3.

(i) Governance costs

Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to statutory audit and legal fees together with an apportionment of overhead and support costs.

(j) Tangible fixed assets and depreciation

All assets are written off in the year of acquisition. Office equipment amounting to £nil (2018- £nil) was so treated.

(k) Stocks of medals

Stocks of Medals are included at cost.

(l) Fixed asset investments

Investments are stated at market value as at the balance sheet date. The statement of financial activities includes the net gains and losses arising on revaluation and disposals throughout the year.

(m) Realised gains and losses

All gains and losses are taken to the statement of financial activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and opening market value (purchase date if later). Unrealised gains and losses are calculated at the difference between the market value at the year end and opening market value (or purchase date if later). Realised and unrealised gains are not separated in the Statement of Financial Activities.

2. Staff costs and trustees' remuneration

	2019	2018
Salaries	67,791	64,895
Social security costs	4,091	3,845
	<u>71,882</u>	<u>68,740</u>

The average weekly number of employees during the year calculated on a full- time equivalent basis was:

2 2

No employee received remuneration amounting to more than £50,000 in either year.

The Trustees received no remuneration (2018 - nil) and were not reimbursed for any expenses in the year (2018 - nil).

3. Total Resources expended

	2019 Total allocated	Governance	Charitable Activities	Basis of Allocation	2018
Costs of generating funds					
Investment management fees	919	-	1,506	actual	1,506
Event costs	8,279	-	8,385	actual	8,385
Costs directly related to Charitable activities					
Medals, testimonials & presentation costs	8,094	-	8,094	actual	13,323
Support costs allocated to activities					
Rent & rates	12,878	1,030	11,848	staff time	14,818
Salaries	71,882	5,751	66,131	staff time	68,740
Sundry office expenditure	363	29	334	staff time	982
Printing, stationery & postage	3,812	1,334	2,478	actual	3,940
Legal charges for new lease	3,177	3,177	-	actual	-
Independent examination	2,160	2,160	-	actual	2,160
Cost of Annual General Court	5,094	5,094	-	actual	4,337
Travel	564	45	519	actual	1,290
Information technology	7,773	622	7,151		5,584
Telephone	1,033	83	950		1,075
	<u>116,830</u>	<u>19,325</u>	<u>97,505</u>		<u>116,249</u>

Allocation of support costs and overheads

4. Net movement in funds for the year

Stated after charging:

	2019 £	2018 £
Independent examination fees	2,160	2,160

5. Fixed asset investments	2019	2018
Market value at 1 January 2019	1,023,648	1,101,164
Acquisitions at cost	-	55,098
Proceeds from disposals	(11,008)	(82,142)
Realised gain during the year	1,285	12,404
	<u>1,013,925</u>	<u>1,086,524</u>
Unrealised gain/(loss) on revaluation	89,536	(62,876)
	<u>1,103,461</u>	<u>1,023,648</u>
Investments at market value comprised:		
Equities	858,562	787,383
Fixed interest securities	244,899	236,265
	<u>1,103,461</u>	<u>1,023,648</u>
Historical cost at 31 December 2019	<u>953,162</u>	<u>962,885</u>

All investments are listed securities. The trustees consider that there were no material individual investment holdings in the year that require disclosure.

6. Analysis of net assets by fund

	Unrestricted	Total
Investments	1,103,461	1,023,648
Current assets	33,227	26,917
Current liabilities	9,999	8,199
	<u>1,126,689</u>	<u>1,042,366</u>