
WEST HERTS CHARITY TRUST LIMITED

Report and Accounts

for the year ended 31 July 2019

WEST HERTS CHARITY TRUST LIMITED

Report and Accounts

for the year ended 31 July 2019

INDEX

Page Number

1 to 3 Trustees' (Directors') Annual Report

4 to 5 Auditors' Report

6 Statement of Financial Activities

7 Balance Sheet

8 to 12 Notes forming part of the Accounts

The following page does not form part of the statutory accounts:

13 Detailed Income and Expenditure Account

WEST HERTS CHARITY TRUST LIMITED

Company Information

Company Number: 01227745

Charities Number: 278891

Registered Office

Enterprise House
Beeson's Yard
Bury Lane
Rickmansworth
Hertfordshire
WD3 1DS

Trustees and Directors

Matthew Humphreys
Michael Humphreys
Paul Miller
Peter Miller
Richard Minashi

Auditors

Dickinsons
Enterprise House
Beeson's Yard
Bury Lane
Rickmansworth
Hertfordshire
WD3 1DS

Bankers

HSBC Bank PLC
31 Chequer Street
St Albans
Hertfordshire
AL1 3YN

WEST HERTS CHARITY TRUST LIMITED

Trustees' (Directors') Annual Report

for the year ended 31 July 2019

Trustees' Annual Report

The trustees submit their report together with the audited accounts for the year ended 31 July 2019.

The accounts have been prepared in accordance with the Companies Act 2006, the Charities Act 2011, the memorandum and Articles of Association and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). This report is also a directors' report as required by the Companies Act 2006, as all trustees are directors.

Structure, Governance and Management

West Herts Charity Trust Limited is a company limited by guarantee and a registered charity, managed by an elected Council, and set up under a Trust deed dated 25 September 1975.

The management of the charity is the responsibility of the trustees who are also appointed Directors of the company. New trustees are appointed on the recommendation of existing trustees and who are deemed to have appropriate experience and knowledge for the role.

There are no formal procedures for inducting new trustees, however, any new trustee appointed would be practically aware of the work undertaken by the Charity and support is always provided by the existing trustees.

Details of related party transactions, where applicable, can be found in the notes to the accounts.

The Trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to these risks.

Objectives and Activities

The trustees consider that the charity exists for the purpose of the local public benefit within Hertfordshire and surrounding districts as defined in Section 4 of the Charities Act 2011.

The objectives are:

- i) to advance education for the public benefit by the award of grants and the provision of funding to schools, colleges, universities and other educational establishments (but not so as to replace, or support the replacement of, funding required to be provided by statutory authorities) and by the award of grants, scholarships, bursaries and maintenance allowances to pupils or students attending school, college, university or other educational establishment;
- ii) to promote road safety for the benefit of the public, and to promote the efficiency and effectiveness of charities by the provision of suitable vehicles, transport facilities, grants or equipment.

Risk Assessment

In order to comply with the Statement of Recommended Practice for Charity Accounts (FRS 102) a review of the major risks to which the charity is exposed and the systems that have to be established to mitigate those risks has been carried out. The trustees receive regular reports and these are monitored on an ongoing basis at Board level.

Achievements and Performance

During the year the charity continued to make donations of vehicles adapted to meet the needs of local deserving causes. In the year the charity made 5 (2018: 8) such donations. Donations are financed from income generated through the rental of investment properties, which have continued to be maintained in order to maximise current and future rental income from these assets supplemented in certain cases by way of parallel contributions from beneficiaries.

The Trustees intend to continue to raise income through the letting of investment properties to enable the support of local charities.

WEST HERTS CHARITY TRUST LIMITED

Trustees' (Directors') Annual Report

for the year ended 31 July 2019

Future Developments and Strategies

The charity intends to continue its mission in providing better accessibility to groups in need. The key strategy going forward is to ensure rental properties remain fully let to ensure sufficient inflow of cash.

Financial Review

The Statement of Financial Activities for the year is set out on page 6 of the accounts.

The result for the year is a surplus of £70,746 (2018: £18,227). The Trustees consider the result for the year to be satisfactory and in line with expectations.

Unrestricted reserves amount to £3,660,346 (2018: £2,694,600) of this £2,385,835 (2018: £1,490,835) relates to a revaluation reserve.

Reserves Policy

The Trustees have established a policy to build up unrestricted reserves to a level to support the charity's core expenditure for a minimum of twelve months.

Statement of Trustees' Responsibilities

Company law requires the trustees, to prepare accounts for each financial period, which give a true and fair view of the state of affairs of the company and of the surplus for that period. In preparing those accounts the directors are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles of the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- Prepare the accounts on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose, with reasonable accuracy at any time, the financial position of the charity and to enable them to ensure the accounts have been properly prepared in accordance with the provisions of the Companies Act 2006. 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.

So far as the trustees are aware, there is no relevant audit information of which the charity's auditors are unaware and they have taken all the steps that they ought to have taken as trustees in order to make themselves aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

Legal and Administrative Information

The company is limited by guarantee and has no share capital.

Under the provisions of the company's memorandum of association, each member would be required to contribute a sum not exceeding £1 for the payment of the debts of the company in the event of a deficiency of assets on a winding up of the company.

The company is a registered charity under the Charities Act 2011. The company registration number is 01227745.

Principal Office: The Weather House, Croxley Green, Rickmansworth, Herts, WD3 3BE

Registered Office: Enterprise House, Beeson's Yard, Bury Lane, Rickmansworth, Herts, WD3 1DS

WEST HERTS CHARITY TRUST LIMITED

Trustees' (Directors') Annual Report

for the year ended 31 July 2019

Trustees and Directors

The trustees, and also directors, who served during the year, were as follows:

Matthew Humphreys
Michael Humphreys
Paul Miller
Peter Miller
Richard Minashi

Auditors

The Auditors, Dickinsons Chartered Accountants have indicated that they are willing to be reappointed at the forthcoming Annual General Meeting.

Exemption Statement

The accounts have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006

By Order of the Board:



M W Humphreys
Trustee and Director

Date: 4 March 2020

WEST HERTS CHARITY TRUST LIMITED

Independent Auditors' Report to the Trustees of West Herts Charity Trust

for the year ended 31 July 2019

Opinion

We have audited the accounts of West Herts Charity Trust Limited for the year ended 31 July 2019 which comprise the Statement of Financial Activities, the Balance Sheet and the notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice), the Statement of Recommended Practice accounting and Reporting by Charities and the Charities Act 2011.

In our opinion, the financial statements:

- give a true and fair view of the state of the company's affairs as at 31 July 2019 and of its surplus for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard and the provisions available for small entities, in the circumstances set out in note 2 to the financial statements and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' (who are also directors of the charitable company for the purpose of company law) use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees (who are also directors of the charitable company for the purpose of company law) have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The other information comprises the information included in the annual report, other than the financial statements and our auditors' report thereon. The trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinion on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report, which includes the Directors' Report prepared for the purposes of Company Law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Directors' Report included in the Trustees' Report has been prepared in accordance with applicable legal requirements.

WEST HERTS CHARITY TRUST LIMITED

Auditors' Report to the Trustees

for the year ended 31 July 2019

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the Directors' Report included within the Trustees' Report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate and proper accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page 2, the trustees (who are also Directors of the Charitable Company for the purposes of Company Law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the company or to cease operations, or have no realistic alternative but to do so.

Auditors' responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: <http://frc.org.uk/auditorsresponsibilities>. This description forms part of our auditors' report.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Use of our report

This report is made solely to the Company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the Company's members those matters we are required to state to the, in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the Company's members as a body, for our audit work, for this report, or for the opinions we have formed.



Natalie Spalton (Senior statutory auditor)
for and on behalf of Dickinsons, Statutory Auditor

Enterprise House
Beeson's Yard
Bury Lane
Rickmansworth
Hertfordshire
WD3 1DS

9th March 2020
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Date

WEST HERTS CHARITY TRUST LIMITED

Statement of Financial Activities

for the year ended 31 July 2019

	Notes	Unrestricted Funds £	Restricted Funds £	2019 Total Funds £	Unrestricted Funds £	Restricted Funds £	2018 Total Funds £
Incoming Resources							
Donations		33,000	-	33,000	35,000	-	35,000
Investment income		229,719	-	229,719	218,789	-	218,789
Total Incoming Resources		<u>262,719</u>	<u>-</u>	<u>262,719</u>	<u>253,789</u>	<u>-</u>	<u>253,789</u>
Resources Expended							
Costs of charitable activities	4	160,925	-	160,925	213,886	-	213,886
Other resources expended	5	31,048	-	31,048	21,676	-	21,676
Total Resources Expended		<u>191,973</u>	<u>-</u>	<u>191,973</u>	<u>235,562</u>	<u>-</u>	<u>235,562</u>
Net Movements in Funds		<u>70,746</u>	<u>-</u>	<u>70,746</u>	<u>18,227</u>	<u>-</u>	<u>18,227</u>
Reconciliation of Funds							
Total Funds at 1 August 2018		2,694,600	-	2,694,600	2,676,373	-	2,676,373
Net Movement in Funds		70,746	-	70,746	18,227	-	18,227
Revaluation of investment property	6	895,000	-	895,000	-	-	-
Total Funds at 31 July 2019	12	<u>3,660,346</u>	<u>-</u>	<u>3,660,346</u>	<u>2,694,600</u>	<u>-</u>	<u>2,694,600</u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure is derived from continuing activities.

The notes on pages 8 to 12 form part of these accounts

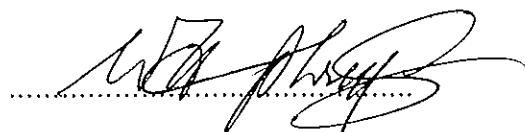
Balance Sheet

Charity Number: 278891

as at 31 July 2019

	Notes	As at 31 July 2019	As at 31 July 2018
		£	£
Fixed Assets			
Tangible fixed assets	6	3,280,000	2,385,000
Current Assets			
Stock		117,830	102,797
Debtors	8	18,515	22,638
Cash at bank and in hand		314,978	235,668
		<u>451,323</u>	<u>361,103</u>
Creditors:			
Amounts falling due within one year	9	(70,977)	(51,503)
Net current assets		<u>380,346</u>	<u>309,600</u>
Total assets less current liabilities		<u>3,660,346</u>	<u>2,694,600</u>
Net Assets		<u><u>3,660,346</u></u>	<u><u>2,694,600</u></u>
Funds of the Charity			
Unrestricted Income Funds	11	1,274,511	1,203,765
Revaluation Reserve	12	2,385,835	1,490,835
Total funds		<u><u>3,660,346</u></u>	<u><u>2,694,600</u></u>

These accounts were approved by the board on 4 March 2020



M W Humphreys
Trustee

The notes on pages 8 to 12 form part of these accounts.

WEST HERTS CHARITY TRUST LIMITED

Notes forming part of the Accounts

for the year ended 31 July 2019

1 Principal Accounting Policies

Company Information

West Herts Charity Trust Limited is a company limited by guarantee incorporated in England and Wales. The registered office is at Enterprise House, Beeson's Yard, Bury Lane, Rickmansworth, Herts, WD3 1DS.

Accounting Convention

The accounts have been prepared under the historical cost convention, the Statement of Recommended Practice accounting and Reporting by Charities in accordance with the Financial Reporting Standard applicable to the UK and Republic of Ireland (FRS 102), the Companies Act 2006, and the Charities Act 2011. The accounts include the results of the charity's operations which are described in the Trustees' Annual Report.

The financial statements are prepared in sterling, which is the functional currency of the company. Monetary amounts in these financial statements are rounded to the nearest pound.

The trustees consider that the charity exists for the purpose of the local public benefit as defined in section 4 of the Charities Act 2011.

Going concern

These accounts have been prepared on a going concern basis which assumes that the charity will continue in operational existence for the foreseeable future.

Incoming Resources

Total incoming resources are rental income from investment properties and contributions from donations as shown in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources Expended

Expenditure is accounted for on an accruals basis, recognised when a liability is incurred, and classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Investment properties

Investment property, which is property held to earn rentals and/or for capital appreciation, is initially recognised at cost, which includes the purchase cost and any directly attributable expenditure. Subsequently it is measured at fair value at the reporting end date. The surplus or deficit on revaluation is recognised in the profit and loss account.

No depreciation provision made in the accounts as the amount would be considered immaterial.

Stock

Stock is included at the lower of cost or net realisable value.

Cost comprises the purchase price of minibuses and related modifications made to ensure they are health and safety compliant and associated costs incurred to the date of donation.

Net realisable value is based on the expected sales value of the minibuses if sold and not donated to a third party.

Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

WEST HERTS CHARITY TRUST LIMITED

Notes forming part of the Accounts

for the year ended 31 July 2019

Basic Financial Assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction cost and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic Financial Liabilities

Basic financial liabilities, including creditors, are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future receipts discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Fund Accounting - Unrestricted Funds

Unrestricted funds are those which are unrestricted and are available for use at the discretion of the Trustees in the furtherance of the general objectives of the charity and which have not been designated for other purposes. Unrestricted funds include a revaluation reserve representing the restatement of investment assets at market value.

Investment income, gains and losses are allocated to the appropriate fund

Leases

Rentals payable under operating leases, including any lease incentives received, are charged to profit or loss on a straight line basis over the term of the relevant lease except where another more systematic basis is more representative of the time pattern in which economic benefits from the leases asset are consumed.

2 Ethical Standard – Provisions available for small entities

In common with many other businesses of our size and nature we use our auditors to assist with the preparation of the accounts.

3 Employees

There were no employees during the reporting period. The number of unpaid trustees (directors) amounted to 5 (2018: 5).

4 Expenditure on Charitable Activities

	2019 £	2018 £
Opening Stock	102,797	63,498
Purchase of Minibuses	126,750	174,270
Modifications and Livery	49,208	78,915
Closing Stock	(117,830)	(102,797)
	<u>160,925</u>	<u>213,886</u>

WEST HERTS CHARITY TRUST LIMITED

Notes forming part of the Accounts

for the year ended 31 July 2019

5 Investment Management Costs

	2019 £	2018 £
Managing agent fees	16,597	15,747
Driver training	-	500
Insurance	431	333
Computer running costs	336	115
Legal and professional fees	8,850	-
Postage, courier and delivery charges	5	-
Accountancy fees	2,890	2,600
Audit fees	1,190	1,120
Bank charges	30	75
Entertaining	669	1,136
Sundry expenses	50	50
	<u>31,048</u>	<u>21,676</u>

6 Investment Property

	Freehold Property £
Fair value	
As at 1 August 2018	2,385,000
Revaluation in the year	895,000
	<u>3,280,000</u>
As at 31 July 2019	

Asset revaluations

The properties were revalued on 10 October 2019 by Brasier Freeth, an independent firm of Chartered Surveyors, on an open market value for existing use basis.

These properties would have been included on an historical cost basis at £894,165 (2018: £894,165)

7 Financial Instruments

	2019 £	2018 £
Carrying amount of financial assets		
Measured at amortised cost	<u>12,760</u>	<u>17,759</u>
Carrying amount of financial liabilities		
Measured at amortised cost	<u>70,977</u>	<u>51,503</u>

8 Debtors

	2019 £	2018 £
Other debtors	12,760	17,759
Prepayments and accrued income	5,755	4,879
	<u>18,515</u>	<u>22,638</u>

WEST HERTS CHARITY TRUST LIMITED

Notes forming part of the Accounts

for the year ended 31 July 2019

9	Creditors: Amounts falling due within one year	2019 £	2018 £
	Trade creditors	15,413	-
	Other creditors	15,102	18,442
	Accruals and deferred income	40,462	33,061
		<u>70,977</u>	<u>51,503</u>

10 Corporation Tax

The Charity is exempt from tax on income and gains falling within part 10 of the Income Tax Act 2007 or section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

11 Unrestricted Funds

	Profit and Loss account £	Total £
Balance at 1 August 2018	1,203,765	1,203,765
Surplus for the financial year	70,746	70,746
Surplus as at 31 July 2019	<u>1,274,511</u>	<u>1,274,511</u>

12 Summary of Funds

	Balance at 1 August 2018 £	Movement in the year £	Balance at 31 July 2019 £
Unrestricted Income Funds	1,203,765	70,746	1,274,511
Revaluation Reserve	1,490,835	895,000	2,385,835
	<u>2,694,600</u>	<u>965,746</u>	<u>3,660,346</u>

13 Called up share capital

The company is limited by guarantee and has no share capital. Under the provisions of the company's memorandum of association, each member would be required to contribute a sum not exceeding £1 for the payment of debts of the company in the event of a deficiency of assets on a winding up of the company.

WEST HERTS CHARITY TRUST LIMITED

Notes forming part of the Accounts

for the year ended 31 July 2019

14 Operating lease commitments

Lessor

The company owns four investment properties held for rental purposes. Rental income earned during the year was £222,826 (2018: £214,156) and service charge income arose on the properties amounting to £5,424 (2018: £3,915). Only one of the properties has a tenant that is committed for the next 5 years. All operating lease contracts contain market review clauses in the event that the lessee exercises an existing option to renew. The lessees hold no option to purchase the property at the expiry of the lease period.

At the reporting end date the company had contracted with tenants for the following minimum lease payments:

	2019 £	2018 £
Within one year	179,500	204,500
Between two and five years	364,000	396,916
In over five years	701,250	660,000
	<u>1,244,750</u>	<u>1,261,416</u>

15 Control

The charity has been controlled throughout the year by the trustees, whom are identified in the company information.

16 Related Party Transactions

During the year there were no related party transactions.