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Charity Registration Number 238067



Trustees' Annual Report for the period

| | | | | | | | |
|------|-----|-------------------|------|----|-----------------|-------|------|
| | | Period start date | | | Period end date | | |
| From | Day | Month | Year | To | Day | Month | Year |
| | 01 | 10 | 18 | | 30 | 09 | 19 |

Section A

Reference and administration details

Charity name

BRACKLEY UNITED FEOFFEE CHARITY

Other names charity is known by

Registered charity number (if any)

238067

Charity's principal address

24 Broad Lane, Evenley, Brackley, Northamptonshire

Postcode

NN13 5SF

Names of the charity trustees who manage the charity

| | Trustee name | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|----|-----------------------|-----------------|-----------------------------------|---|
| 1 | Caryl Billingham | Chairman | |) |
| 2 | Trevor Gregory | | |) 4 trustees nominated by |
| 3 | Chris Cartmell | | |) Brackley Town Council |
| 4 | Blake Stimpson | | |) for a 4-year term |
| 5 | | | | |
| 6 | Rich Duncan | Ex-officio | From 15 August 2019 | Vicar of St Peter's Church |
| 7 | | | | |
| 8 | Mark Morrell | Ex-officio | To 11 May 2019 | Town Mayor |
| 9 | Anthony Bagot-Webb | Ex-officio | From 11 May 2019 | Town Mayor |
| 10 | | | | |
| 11 | George Britchfield | Vice-Chairman | |) |
| 12 | Peter Jeskins | Treasurer | |) |
| 13 | Alexander Britchfield | | |) Co-optative trustees |
| 14 | Elaine Dixon | | |) appointed for a 5-year |
| 15 | Denise Stevens | | |) term |
| 16 | Philip Stevens | | |) |
| 17 | Geoffrey Wilkins | | |) |
| 18 | | | | |
| 19 | | | | |
| 20 | | | | |

Names of the trustees for the charity, if any, (for example, any custodian trustees)

| Name | Dates acted if not for whole year |
|------|-----------------------------------|
| | |
| | |

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
| | | |
| | | |
| | | |
| | | |

Name of chief executive or names of senior staff members (Optional information)

| |
|--|
| |
|--|

Section B Structure, governance and management

Description of the charity's trusts

| | |
|---|--|
| Type of governing document (eg. trust deed, constitution) | Scheme of 1977 |
| How the charity is constituted (eg. trust, association, company) | Trust |
| Trustee selection methods (eg. appointed by, elected by) | 4 trustees are nominated by Brackley Town Council; 7 trustees are co-opted by fellow trustees; the Vicar of St Peter's Church and the Town Mayor are both ex-officio trustees for the duration of their term of office |

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The charity is a standalone organisation.

All meetings are properly convened; trustees usually meet four times per year; all decisions are properly minuted.

All applications for assistance are judged on their individual merits; informal professional advice (eg medical or educational) may be sought on an anonymous basis if required to ensure decisions are soundly based.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The Charity's responsibilities are to maintain the properties in their ownership and to oversee their cash investments, thereafter using the proceeds on the following basis: one-third is given directly to St Peter's Church to assist with the maintenance of the fabric of the building, one-third is allocated to a Relief in Need fund and the final third is allocated to an Education fund.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Trustees consider all applications received on their individual merit. Some applicants may be ineligible for various reasons.

The overarching criterion for assistance is that the recipient must be resident with the ecclesiastical parish of Brackley, which comprises the town of Brackley and the small nearby village of Halse.

Applications are accepted from individuals, from schools, clubs and organisations. Others may be received via local healthcare professionals, via local churches, via housing associations, via local Money Advice Officers.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

One initiative during 2018 to 2019 was to invite all local schools for bid for funds for a specific project that would a) benefit the majority of the pupils in the school and b) was not something that would be covered through regular capitation. A total of £11,500 was distributed to six Brackley schools for things including a contribution towards a new school minibus, special tables for an artroom and a "buddy" bench.

Other educational grants included assistance with school trips for three primary schoolchildren, funding towards an expedition with fellow Girl Guides, help towards living expenses for a new undergraduate and a contribution towards kit for a gifted young sportsman.

From the Relief in Need fund, payments were made towards the Volunteer Car Service run for the benefit of elderly and disabled local residents as well as for storage equipment to a community project that helps elderly, disabled and isolated residents.

A grant was also made to Home-Start to help a Brackley family with peer mentoring.

Given the major house-building project currently under way in the town, an increasing amount of social housing is becoming available and there were several grants to help new tenants with, in particular, floor coverings.

In addition, white goods were purchased for two applicants and a storage shed was provided and erected for a disabled scooter to be kept safe.

Emergency grants were made when needed in the case of a delay in benefit payment.

Some 30 local elderly residents benefitted from a small cash distribution at Christmastime.

During the year to which this report relates, the charity distributed in the region of £11,000 from the Relief in Need fund and of £13,500 from the Education fund as well as granting £10,000 to St Peter's Church as per the rules of the scheme which governs the charity.

Section E

Financial review

Brief statement of the charity's policy on reserves

The charity aims to maximise benefit from its assets: our four properties are let out at full market rent and our COIF investments are carefully monitored. The increase in income enables the charity to accommodate more people in need. An equitable balance between investment in properties and cash investments is maintained.

Details of any funds materially in deficit

N/A

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The charity is in the fortunate position of not needing to actively fundraise in order to pursue its charitable objectives.

The charity's income derives from:

- a) its rental income
- b) its investment income

Section F

Other optional information

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

C S Billingham

G W Britchfield

Full name(s)

Caryl Suzanne Billingham

George William Britchfield

Position (eg Secretary, Chair, etc)

Chairman

Date

23 November 2019

I report on the accounts of the charity (number 238067) for the year ended 30th September 2019 which are set out on pages 7 to 9.

Respective Responsibilities of Trustees and Examiner

The charity's 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.

It is my responsibility to:

Examine the accounts under section 145 of the Charities Act;

Follow the procedures laid down in the general directions given by the Charity Commission under section 145(5)(b) of the Charities Act; and

State whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with 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 seeking explanations from the 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 Examiner's Statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

accounting records were not kept in accordance with section 130 of the Charities Act or

the accounts do not accord with the accounting records

I have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.



R Blencowe

R.F. Blencowe BSc FCA, Independent Examiner.
Blencowes
Chartered Accountants
15 High Street
Brackley
Northants NN13 7DH

25th February 2020

BRACKLEY UNITED FEOFFEE CHARITY
RECEIPTS AND PAYMENTS ACCOUNT
YEAR ENDED 30th SEPTEMBER 2019

| | Unrestricted Funds £ | Restricted Funds £ | Total Funds £ | Last Year £ |
|--------------------------------|----------------------------|--------------------------|---------------------|-------------------|
| Receipts | | | | |
| Rent Received | 35,318 | | 35,318 | 31,920 |
| C.O.I.F. | 5,097 | | 5,097 | 4,998 |
| Deposit Accounts | 251 | | 251 | 155 |
| Donation | 280 | | 280 | |
| Cyclical Maintenance Fund | | 57 | 57 | 37 |
| Charity Education Fund | | 146 | 146 | 95 |
| Relief in Need | | 148 | 148 | 97 |
| Agents Fees Refunded | | | | |
| Legal Fees Refunded | | | | |
| Sale of property | | | | |
| Sale of Shares | | | | |
| Total Receipts | 40,946 | 351 | 41,297 | 37,302 |
| Payments | | | | |
| Other | 30 | | 30 | 83 |
| Independent Examiner's Fee | 276 | | 276 | 276 |
| Secretarial Fees | 580 | | 580 | 580 |
| Legal & Professional Fees | | | | |
| Insurance | 836 | | 836 | |
| Property Repairs & Maintenance | 5,412 | | 5,412 | 4,714 |
| Purchase of property | | | | |
| Distributions | | | | |
| Brackley P.C.C. | | 10,000 | 10,000 | 13,000 |
| Relief in Need | | 11,070 | 11,070 | 9,004 |
| Educational | | 14,143 | 14,143 | 2,047 |
| Income Allocations | 30,000 | -30,000 | 0 | 0 |
| | 37,134 | 5,213 | 42,347 | 29,704 |
| Assets Purchased | | | | |
| Accumulation Shares (ERF) | | | 0 | 0 |
| Total Payments | 37,134 | 5,213 | 42,347 | 29,704 |
| Net Receipts/(Payments) | 3,812 | -4,862 | -1,050 | 7,598 |
| Cash Funds last year end | 57,031 | 81,756 | 138,787 | 131,189 |
| Cash Funds this year end | 60,843 | 76,894 | 137,737 | 138,787 |

BRACKLEY UNITED FEOFFEE CHARITY
STATEMENT OF ASSETS AND LIABILITIES AT 30th SEPTEMBER 2019

| Categories | Details | Unrestricted Funds | Restricted Funds | Cost Valuation | Amount Due | Current Valuation |
|---|---------------------------------------|--------------------|------------------|----------------|------------|-------------------|
| Cash Funds | Current Accounts | 50,590 | 14,298 | | | |
| | Deposit Accounts | 10,253 | | | | |
| | Relief in Need Deposit Account | | 26,462 | | | |
| | Education Deposit Account | | 26,021 | | | |
| | Cyclical Maintenance Fund | | 10,113 | | | |
| | Total Cash Funds | 60,843 | 76,894 | | | |
| Investment Assets | COIF Income Shares - at cost | | | 19,976 | | |
| | COIF Accumulation Shares - at cost | | | 4,836 | | |
| Assets Retained for the Charity's Own Use | Freehold Property - At cost/Valuation | | | 1,065,000 | | |
| Prepayments | | | | | | |
| Liabilities | Accruals | | | | | 856 |

Approved by the Trustees on 21st November 2019

BRACKLEY UNITED FEOFFEE CHARITY
STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees are responsible for preparing the Trustee's Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards.

The law applicable to charities in (England & Wales) requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

select suitable accounting policies and then apply them consistently;

observe the methods and principles in the Charities SORP;

make judgements and estimates that are reasonable and prudent;

state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;

prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011 and 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 are responsible for the maintenance and integrity and financial information included on the charity's website.