

THE QUEEN'S ROYAL SURREY REGIMENT COMBINED CHARITIES

Charity Number: 249538

Financial Reports

For the Period 1 February 2019 to 31 January 2020

THE QUEEN'S ROYAL SURREY REGIMENT COMBINED CHARITIES

Reference and Administrative Details of the Charity, Its Trustee and Advisers

For the Period 1 February 2019 to 31 January 2020

Principal Address Fairfield, Woodside Road, Chiddingfold, Godalming, Surrey, GU8 4RJ

Trustees

Name	Office
Colonel P Crowley DL	Chairman
Colonel A C Ward OBE DL	Secretary
Mr P Falconer (Retired 20 April 2019)	
Mr A Rutter	Treasurer
Colonel J A P Ladd	
Colonel A P Guthrie TD DL	
Major PMH McGill BA MA (Appointed 24 October 2019)	
Major D R Pollard BA	
Major M J Jarratt	Legal Advisor
Mr I E J Chatfield	Chattels
Lieutenant Colonel P R P Swanson	

Honorary Secretary

Colonel A C Ward OBE DL

Honorary Treasurer

Mr A Rutter, 10 Greenfields, Liss, Hampshire GU33 7EH

Investment advisor

The Armed Forces Common Investment Fund / BlackRock, 12 Throgmorton Avenue, London, EC2N 2DL

Independent examiner

Malcolm Lucas FCA DChA, Ashcombe House, 5 The Crescent, Leatherhead KT22 8DY

Bankers

Barclays Bank Plc, Southall, UB1 1PX

Honorary legal advisor

Major M J Jarratt, 10 Ferndown Court, Weybourne, Farnham, GU10 3PZ

Structure, Governance and Management

The Charity is an amalgamation of several former charities, now governed by a single Sealed Scheme of the Charity Commissioners, for benevolent purposes relating to the relief of hardship or distress of persons (and their dependants) who have served in, and for promoting the efficiency and maintaining the traditions of the County Infantry Regiments of Surrey and their successors in title. The Appointment of Trustees is stated in The Trust Deed, Clauses 5 to 13 inclusive. The Trustees use the Guidance contained in Charity Commission 3 and 30 (Duties of a Trustee and Recruitment of Trustees) and consider the relevant skills needed: Legal, Financial, Investment, Regular/Reserve Service, Knowledge of activities to those we make grants and Regimental knowledge. They seek a diverse and wide range of backgrounds and experience.

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Trustees' Annual Report

For the Period 1 February 2019 to 31 January 2020

At their Meeting on 10th April 2019, the Trustees:

- a. Reviewed the financial position of the Charity, together with examining the performance of the Armed Forces Common Investment Fund (AFCIF) which was producing a yield of 3.6%, a small increase on previous year. 2018 had not been a good year for our investments. At the end of the last year total assets were £830,899. They noted that the value of our investments had dropped further during first quarter 2019.
- b. Formally approved the Trustee Report and Accounts for the year ending 31st January 2019.
- c. Considered the proposals of Menzies to reduce the cost of an Independent Examination; they agreed to retain Menzies as the Trusts Independent Examiner.
- d. Received a report on the Chattels: All Chattels which had been on loan to the London Regiment had been passed to 4 PWRR. The Chairman undertaking to ensure all were insured.
- e. Made 17 grants totalling £13,250 of which the largest was to 1 PWRR recognising the cost of new facilities in Cyprus.

At their Meeting on 9th October 2019, the Trustees:

- a. Agreed to re-appoint all Trustees whose terms had expired or would before the end of year for another 4 years, namely: Ward, Jarrett, Ladd, Swanson, Pollard, Rutter and Chatfield. They further agreed to invite Major M McGill to become a trustee.
- b. They formally reviewed Risk and Governance of the Charity.
- c. They reviewed the financial position of the Charity noting the value of assets had grown by £70,000 during year to £858,520 plus £41,917 in the Bank.
- d. Agreed to endorse BlackRock's proposal to switch the AFCIF from a Community Investment Fund to a Charity Authorised Investment Fund.
- e. Received a report on Surrey Infantry Museum outlining: the vision that it be re-established at Guildford Museum, the possible very healthy financial position when all insurance claims are resolved, the excellent work by Mr Stephen Johnson collating these claims. Some misgivings/concerns were expressed which the Chairman agreed to take forward.
- f. Made 14 grants of £16,384 of which £4,000 had been granted to both 1 and 2 PWRR and another £4,000 earmarked for the FOSIM Battlefield Tour in 2020.

Risk Management

Since the role of the Charity is to provide grants and other payments from investment funds, the main risk is of a substantial fall in the value of the investment and the income from those investments. The Trustees regular review the Investment Managers performance and feel that the investments are well-diversified, managed and regularly monitored.

Public Benefit

The Trustees have reviewed the Charity's objectives and activities against the deeds, and in planning future activities have taken account of the Charity Commission's guidance on public benefit, noting that the categories met included: -

- The prevention and relief of poverty.
- The advancement of education.
- The advancement of health or saving of lives.
- The advancement of citizenship or community development.
- The advancement of arts, culture, heritage or science.
- The advancement of amateur sport.
- The relief of those in need, by reason of youth, age, ill-health, disability, financial hardship or other disadvantage.
- The promotion of The efficiency of The armed forces of The Crown, or The efficiency of The police, fire and rescue services or ambulance services.

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Trustees' Annual Report

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Objectives and Activities

The objective of the Trustees is to maximise the benefits in furtherance of the Objects of the Charity as defined in the Sealed Scheme, i.e. -

- a. to relieve either generally or individually persons who have served in the former Regiments** or are past or present members of the Regiment* and the dependants of such persons, who are in conditions of need, hardship or distress in such ways as the Managing Trustees think fit;
- b. to assist such persons who have served or who are serving as aforesaid to seek and obtain employment;
- c. to make donations to charitable organisations, hospitals, homes or institutions which include in their objects the assistance of such persons as aforesaid;
- d. to assist such persons and their dependants to obtain holidays;
- e. to promote the efficiency of the Regiment and to maintain its traditions and esprit de corps.
- f. towards providing recreational facilities and equipment for persons serving in the Regiment.

* The Regiment means The Princess of Wales's Royal Regiment.

** Former Regiments means The Queen's Regiment, The Queen's Royal Regiment, The East Surrey Regiment and successor units, namely: The Queens Royal Surrey Regiment and all regular, Territorial Service, Training and other Infantry Battalions, Depots, units and sub-units of the above whether badged or not bearing the title of any of them.

The objectives are principally achieved by making grants.

Achievements and Performance

As stated in the 2018 accounts total assets as at 31st January 2019 were £830,900. The drop in value compared with the previous year was due to the fall in the value of investments and having to sell £18,942 units to cover the extraordinary costs of TIGERS 25. In the course of 2019, the Trustees approved 31 grants totalling £38,542 of which over £19,000 was to PWRR Battalions, £2,000 to Surrey ACF and £1,900 towards subsidising reunions. £26,792 was paid during the year and approximately £11,750 was awarded but not paid at 31 January 2020. The value of investments rose by £82,842. Total expenditure after taking into account grants, support costs, and governance costs totalled £29,001. Income was £35,317 and the value of all assets meant the Charity had assets of £920,058 as at 31 January 2020. This is an increase of £89,158 compared with the position at 31 January 2019.

The value of the Charity's total assets over the last 5 years have increased from £761,225 to £920,058; An increase of 20.8%, whilst inflation over the same period was 12.7%.

The Trustees express their gratitude to: The Secretary, Colonel A C Ward, the Treasurer, Mr A Rutter, Mr I Chatfield overseeing the Chattels and Major M Jarrett Legal Advisor for acting as the Trustees Offices and for their commitment.

Financial Review

Explanation of Income and Expenditure

The Charity's main source of income is the return on its investments. Current policy is that annual expenditure (grants, support costs and governance) should broadly match income. During the reporting period investment income was £35,245 (2019: £28,048). Other income including Bank Interest totalled £71 making total income of £35,317.

Total expenditure, including governance costs was £29,001 (2018: £47,532). The high expenditure during 2018 was due to a number of extraordinary requests connected with 100th Anniversary of 1918 and Salerno 75 the majority of which was paid from the Roffey Fund.

During the current year surplus of income over expenditure was £6,316. However there were approximately £11,750 of grants awarded but unpaid at 31 January 2020.

Reserves policy

The Charity retains the funds received from investments. Any outside funding (donations, legacies) is invested to generate income to fund the grant programme of the Charity. The Charity also aims to hold approximately £30,000 in bank accounts to provide working capital.

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Additionally, the Trustees have set aside legacy income in a separate "Roffey Fund" invested in The Armed Forces Common Investment Fund, which is used to fund grants specifically in connection with The Queen's Royal Surrey Regiment and its forebears.

Going concern

The Charity benefits from a regular income from its investments, which are intended to cover its expenditure. The Charity also maintains non income generating investments as reserves to cover unusual or additional funding requirements as and when deemed appropriate. The trustees accordingly believe that the charity is a Going Concern of at least twelve months from the date of approving these accounts and for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

Plans for future periods

The Trustees intend to continue their present policies and practices in the periods ahead.

Related Party Transactions

No fees or remuneration were paid to any Trustee during the period. Expenses incurred and claimed by Trustees (for items such as travel) amounted to £450 (2019: £1,134). There were no transactions with any persons or entities connected in any way to the Charity or its Trustees.

Independent examiner

Malcolm Lucas FCA, Menzies LLP has been re-appointed as independent examiner for the ensuing year.

Declaration

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

Signed on behalf of the Charity's Trustees



Colonel (Ret'd) Patrick Crowley MA

Chairman of Trustees

Dated 2 April 2020

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Independent Examiner's Report to the trustees of The Queen's Royal Surrey Regiment Combined Charities

For the Period 1 February 2019 to 31 January 2020

Respective responsibilities of Trustee 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 Act") and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under Section 145 of the Charities Act,
- to follow the applicable Directions given by the Charity Commission (under Section 145(5)(b) of the Act), and
- to state whether particular matters have come to my attention.

Basis of Independent Examiner's statement

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;
- the accounts do not accord with the accounting records

I have no concerns and 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.

Signed: 

Date: 7 April 2020

Malcolm Lucas FCA DChA

Menzies LLP
Chartered Accountants
Ashcombe House
5 The Crescent
Leatherhead
KT22 8DY

THE QUEEN'S ROYAL SURREY REGIMENT COMBINED CHARITIES

Receipts and Payments Account

For the Period 1 February 2019 to 31 January 2020

	Unrestricted Funds £	Total Funds £	Last Year £
Receipts			
Donations and legacies	-	-	750
Dividends and other investment income	35,245	35,245	28,048
Sale of investments	-	-	-
Bank interest	72	72	100
Total receipts	35,317	35,317	28,898
Payments			
<i>Grants to institutions:</i>			
Regimental bodies	23,384	23,384	24,311
Surrey ACF	2,000	2,000	1,940
East Surrey Memorial Gates	-	-	8,000
FOSIM Battlefield Tour	1,000	1,000	-
Other	408	408	9,177
	26,792	26,792	43,428
<i>Support costs:</i>			
Accountancy and independent examination	1,656	1,656	2,970
Trustee expenses reimbursed	450	450	117
Other support costs	103	103	1,017
	2,209	2,209	4,104
Total payments	29,001	29,001	47,532
Net of Receipts/(Payments)	6,316	6,316	(18,634)
Inter-fund transfers	-	-	-
Net Receipts / (Payments)	6,316	6,316	(18,634)
Cash held at 1 February 2019	36,260	36,260	54,894
Cash Held at 31 January 2020	£ 42,576	£ 42,576	£ 36,260

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Statement of Assets and Liabilities

as at 31 January 2020

	Unrestricted Funds £	Total Funds £	Last Year £
Assets			
Investments	£ 877,482	£ 877,482	£ 794,640
Cash at bank	£ 42,576	£ 42,576	£ 36,260
Total assets	<u>£ 920,058</u>	<u>£ 920,058</u>	<u>£ 830,900</u>
Liabilities			
Accruals	£ 1,596	£ 1,596	£ 1,620
Grants approved but not yet paid	£ 11,750	£ 11,750	
Total liabilities	<u>£ 13,346</u>	<u>£ 13,346</u>	<u>£ 1,620</u>

The financial statements were approved by the Trustees and signed on their behalf by:-



Colonel (Ret'd) Patrick Crowley MA
Chairman of Trustees
Date: 2 April 2020