

**TRUSTEES ANNUAL REPORT & ACCOUNTS**  
**YEAR ENDING 31 December 2019**



**HADDENHAM BEER FESTIVALS TRUST**

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## HADDENHAM BEER FESTIVALS TRUST

### TRUST INFORMATION

Status	A Charitable Trust Registration Number 1136844
Trustees	Mr C. Young, Chairman Mrs N. Reed Secretary Mr M. Broughton, Treasurer Mr P. Summerskill Mr D. Finch Mrs K. Towersey Mr R. Daniels Mr A Cumberland Ms S. Guirata-Goldsmith
Registered Address	14 Longwall Haddenham Bucks HP17 8DL
Independent Examiner	Laura Herbert ACCA Whitley Stimpson Claremont House 1 Market Square Bicester Oxon OX26 6AA
Bankers	Lloyds Bank, Market Square, Aylesbury, PO Box 1000, BX1 1LT
Contact Details	Website: <a href="http://www.haddenham-beer-festival.co.uk">www.haddenham-beer-festival.co.uk</a> Email: <a href="mailto:haddenhambeerfestival@gmail.com">haddenhambeerfestival@gmail.com</a> Postal: 14 Longwall, Haddenham, Bucks. HP17 8DL

## **Board of Trustees Report**

The trustees present their annual report and 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 the Statement of Recommended Practice: Accounting and Reporting by Charities published in 2005.

### **Structure, governance and management**

The Trust is a registered charity, number 1136844, and is constituted under a trust deed dated 9 November 2009 and subsequently amended 13 June 2010. The Trust was established to organise fund raising events and distribute surpluses to the benefit of the local communities of Haddenham and surrounding areas. Currently nine trustees constitute the Board of Trustees. New trustees are appointed by the existing trustees and serve for five years after which they may put themselves forward for re-appointment. The Trust Deed provides for a minimum of 5 trustees.

The Trustees meet four times per year. At these meetings the trustees agree the strategy and areas of activity for the Trust, including consideration of grant making, investment, reserves and risk management policies and performance.

A separate larger committee plans and operates the fundraising events; some trustees are also members of this committee.

### **Objects**

To further such purposes as are exclusively charitable according to the laws of England & Wales as the trustees may from time to time determine for the public benefit of the communities of Haddenham in Buckinghamshire and surrounding areas.

### **How the Charity achieves its objectives.**

The Charity raises funds by holding two community festivals each year in the village of Haddenham in Bucks. These festivals are funded through donations from local businesses and sales on the day of each festival. The overheads of the Charity are kept to a minimum, which allows the majority of the surpluses from the two festivals to be distributed to the local communities.

The largest of the festivals is held in the summer and normally attracts in excess of 3,500 visitors who enjoy the varied choice of ales, lagers, wines and ciders alongside music, food and entertainment.

The second festival is in Winter which attracts 1200+ visitors to sample the winter ales, ciders and wines on offer as well as seasonal stalls, food and music.



Each of these festivals are organised by a voluntary committee from the village and surrounding areas who call upon a great deal of assistance from the locality themselves. Hence our charity motto "For the Community: By the Community"

The Board of Trustees manages the Charity; many of whom are also involved in the organising of the events. The Trustees hold their meetings separately from the organising committees and the Trustees agree all festival plans and expenditure before commitment.

The surpluses from these events less the Charity overheads create the funds that are made available to distribute to the Community. This distribution takes the form of Grants that are applied for by community groups on behalf of their members. Applications are welcomed from all community groups and submitted for consideration through a standard application process accessed through the charity website. All applications are reviewed and decided upon at one of four Trustee meetings per year. The availability of these Grants are publicised throughout the communities covered by the Charity via newspapers, local publicity, the Charity's website and at the festivals themselves. The Grants are available to all communities within the Charity's catchment area of Haddenham and surrounding areas as long as they meet the criteria described in the Charity's Objects and the Charity has the resources available at that time.

Once Grants have been agreed or rejected by the Trustees, the Chairman of the Trustees advises all applicants in writing and the funds are reserved for twelve months within the Charity awaiting the successful applicants to claim.

The Trustees aim to ensure that all sectors of the local communities benefit from the Grants that are made. Most Grants have been of a small to medium sized nature although it is clear that as local and national governmental support for local amenities diminishes, the call on the Charity to support larger more fundamental community causes increases. Whilst wishing to support local amenities that may otherwise be lost to the communities the Trustees continue to recognise the need to help smaller local groups who support the advancement of their communities.

#### **The year ending 31 December 2019**

This is the eighth full year of the Charity's existence and the Trustees are very pleased to report the following summary of activities.

#### **Fund Raising and Expenditure (all figures in thousands)**

During the year the Charity held festivals on Saturday 6 July 2019 and Saturday 14 December 2019. Surpluses from these festivals totalled £31.7k (LY£31.5k) and Grants were paid to the value of £25.5k (LY£23k). £28.4k (LY£18.4k) Grants were committed and reserved for future payment. During the year overheads including storage and updates to our website totalled £1.8k (LY£3.7k).

The Charity does not employ any staff and relies completely on volunteer Trustees, Committee Members and staff helping plan, prepare and work on the day. The only payments made to individuals are the reimbursement of direct expenses paid out in carrying out their duties.

The above activities during the year resulted in a increase in cash balances of £4.5k to £43.7k. Cash in Bank is the only asset of the Charity as a cash accounting policy is employed to record the financial transactions and all acquisitions are written off in the year of purchase. Amounts owed (incl. unpaid grants as above) total £29.8k as noted above leaves £13.9k of funds available to cover further Grants and overheads until the next fund-raising event.

Each of our festivals has a significant element of outside activity and therefore the weather is an important factor in the success of each event. The organising committee take significant steps to mitigate the effect of bad weather but even so there is a high likelihood of reduced income if the weather is not kind. This year the weather was good at each of the festivals and the level of trading reflected this.

### **Grant Making**

Each of the applications for Grants was reviewed against the criteria set out in the Charity's Objects and on an equal footing. The Trustees paid 33 individual Grants during the year. These Grants totalled £25.5k.

An analysis of the groups benefitted by Grants shows the following:

#### **Age Group**

Children	51%
Youth	18%
Adult	7%
Elderly	3%
Non-age specific Groups (i.e. all ages benefit from Grant))	22%

#### **Type**

Community Groups & Facilities	18%
Sports & Leisure	29%
Education (extra curricula)	24%
Specific Projects with other Charities	29%

#### **Communities**

Haddenham, Thame & Surrounding Villages	65%
Other Communities benefit from Grants	35%

Total Grants of £35.5k were agreed in 2019 of which some have not yet been claimed and are held in the Grants Committed but not yet Paid Reserve above.



A full list of Grant recipients paid in the year is listed below:

HADDENHAM MUMMERS  
GREEN PHOENIX COMMUNITY PROJECT  
BUCKS HORNETS BASKETBALL TEAM  
HADDENHAM CUM DINTON BAPTIST CHURCH  
ROTARY CLUB THAME  
HADDENHAM CHRISTIAN AID GROUP  
HADDENHAM YOUTH THEATRE  
MAKE A SPECIAL KID SMILE CHARITY  
SNAKEMOOR NATURE RESERVE  
AYLESBURY DIVISION RANGERS  
PUDDLEDUCKS  
PACE CHARITY  
STOKE MANDEVILLE RADIO CHARITY  
HADDENHAM TENNIS CLUB  
LINDENGATE CHARITY  
HADDENHAM CRICKET CLUB  
BVH BEERFEST  
HADDENHAM COUNTY JUNIOR SCHOOL  
WHEELPOWER CHARITY  
HADDENHAM COMMUNITY ORCHARD  
DINTON CHURCH  
THAME TOWN CRICKET CLUB  
STONE SAUSAGE&BEER FESTIVAL  
THAME MUSIC FESTIVAL  
STONE FETE  
SCANAPPEAL CHARITY  
THAME LIGHTHOUSE CHARITY  
HADDENHAM VILLAGE FETE  
CUDDINGTON ST NICHOLAS CHURCH  
HADDENHAM YOUTH FC  
HADDENHAM MEDICAL CENTRE  
HADDENHAM YOUTH FC  
HADDENHAM VILLAGE SOCIETY

All of the above is achieved through the commitment of those who volunteer their time and services to ensure the festivals are run safely and effectively. Without those volunteers the Charity would not exist, the Trustees wish to thank all those people and companies who support the festivals as well as those people who attend the festivals and make them the success they have been this year.

## **Plans for the New Year in light of Coronavirus Emergency**

It had been the intention of the Trustees to continue with the tried and tested business plan, strategy and festival format on which the Charity is run and look forward to another successful year of fund raising to support the local communities using existing application and review processes. The current coronavirus emergency has led to the cancellation of Summerfest20 which is the largest fund-raising activity of the year. We have also been forced to cancel our second fund raiser of the year Winterfest20 due to the law surrounding group gatherings. The loss of both this year's fund-raising events will mean that the Trustees will not be able to consider any new applications for Grants until the Trust fund is replenished. There are sufficient funds in the Trust to honour all Grants and other financial commitments that have been agreed to date. We look forward to planning and staging a full year of fund raisers in 2021.

## **Risk Management**

All major third-party risks are insured, and any contractual risks are reviewed before being entered into to assess whether they significantly impact upon the Charity's ability to fulfil its objectives. A formal Risk Analysis is undertaken in line with Health & Safety requirements before each festival by the Trustees and Organising Committee, volunteers are briefed before each festival on areas of risk and procedures to mitigate.

## **Related Transactions**

During the year the Charity entered into related party transactions with Purple Frog Digital Ltd £12.6k, and Festival Spirits £0.7k who provided services to HBFT. These were provided at less than market value in both cases.

## **Statement of Trustees Responsibilities**

Charity law requires the Trustees to prepare accounts for each financial year that give a true and fair view of the state of affairs of the Charity and of the profit and loss of the Charity for that period. In preparing these accounts, the Trustees are required to:

Select suitable accounting policies and then apply them consistently.

Make adjustments and estimates that are reasonable and prudent.

Prepare the accounts on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

The Trustees are responsible for keeping adequate accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and to enable them to ensure that the accounts comply with the Charities Acts. 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 confirm that the accounts comply with current statutory requirements and those of the Charity's trust deed.

**Approved by the Board of Trustees on:**

**And signed on its behalf by:**

**Chris Young, Chairman**

A handwritten signature in black ink, appearing to be 'Chris Young', written in a cursive style.





**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
Haddenham Beer Festivals Trust

**On accounts for the year  
ended**

31 December 2019

**Charity no  
(if any)**

1136844

**Set out on pages**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2019

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent  
examiner's statement**

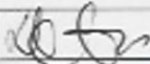
I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

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

*\* Please delete the words in the brackets if they do not apply.*

**Signed:**

 Whitley Stimpson Ltd

**Date:**

16/9/2020

**Name:**

Laura Herbert, Whitley Stimpson Limited

**Relevant professional  
qualification(s) or body  
(if any):**

ACCA

**Address:**

Whitley Stimpson

Claremont House, 1 Market Square, Bicester, Oxon

OX26 6AA

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.





Haddenham Beer Festivals Trust

1136844

# Receipts and payments accounts

For the period  
from

Period start date  
01-Jan-19

To

Period end date  
31-Dec-19

CC16a

## Section A Receipts and payment:

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Summer Festival	76,061	-	-	76,061	76,497
WinterFest	16,890	-	-	16,890	21,194
Other Income	19	-	-	19	17
Sponsorship & Donations	17,270	-	-	17,270	17,195
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>110,240</b>	<b>-</b>	<b>-</b>	<b>110,240</b>	<b>114,903</b>
<b>A3 Payments</b>					
Summer Festival	59,791	-	-	59,791	62,655
WinterFest	18,766	-	-	18,766	20,743
General	1,750	-	-	1,750	3,672
Grants Paid	25,466	-	-	25,466	22,972
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>105,772</b>	<b>-</b>	<b>-</b>	<b>105,772</b>	<b>110,043</b>
<b>Net of receipts/(payments)</b>	<b>4,468</b>	<b>-</b>	<b>-</b>	<b>4,468</b>	<b>4,860</b>
<b>A6 Cash funds last year end</b>	<b>39,172</b>	<b>-</b>	<b>-</b>	<b>39,172</b>	<b>34,312</b>
<b>Cash funds this year end</b>	<b>43,641</b>	<b>-</b>	<b>-</b>	<b>43,641</b>	<b>39,172</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>				
	Lloyds Bank Current Account	1,017	-	-
	Lloyds Bank Deposit Account	38,489	-	-
	Lloyds Bank Receipts Account	4,130	-	-
	Metro Bank	5	-	-
	<b>Total cash funds</b>	<b>43,641</b>	<b>-</b>	<b>-</b>
	ACCOUNT(S)			
<b>B5 Liabilities</b>				
	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Winterfest Costs	LWR Funds	913	Jan-20
	Grants agreed but not Paid	LWR Funds	28,380	When claimed
	Audit Fee	LWR Funds	500	Audit Completion
			29,793	
Signed by one or two trustees on behalf of all the trustees				
	Signature	Print Name	Date of approval	
		Martyn Broughton	18/9/20	
		Chris Young	18/9/20	