

**W F J BLACKFORD DECEASED TRUST**  
**TRUSTEES' ANNUAL REPORT AND ACCOUNTS**  
**FOR THE YEAR ENDED 5 APRIL 2020**

**W F J BLACKFORD DECEASED TRUST  
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YEAR ENDED 5 APRIL 2020**

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**W F J BLACKFORD DECEASED TRUST  
REFERENCE AND ADMINISTRATION DETAILS  
YEAR ENDED 5 APRIL 2020**

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**Trustees**

I D Penny  
A R J Penny

**Principal address**

2 Market Street  
Crediton  
Devon  
EX17 2AL

**Independent examiner**

Michelle Ferris FCA  
Albert Goodman LLP  
Goodwood House  
Blackbrook Park Avenue  
Taunton  
Somerset  
TA1 2PX

**W F J BLACKFORD DECEASED TRUST  
TRUSTEES' ANNUAL REPORT  
FOR THE YEAR ENDED 5 APRIL 2020**

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The Trustees present their Report for the year ended 5th April 2020.

**REFERENCE AND ADMINISTRATION DETAILS**

Details of the charity's Trustees, advisors and other reference and administration details are given on page 1.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Description of the Charity's governing document**

W F J Blackford Trust is governed by a Will dated 5th July 1989, and Probate which was granted on 15th December 2000. The Trust effectively came into being in March 2006 on the sale of the property of the late W F J Blackford. Formal charitable status was achieved on 7th September 2007.

**Trustee selection methods**

The Trustees were originally the Executors of the late W F J Blackford's Will, as detailed above. They were appointed as Trustees when the Trust effectively came into being upon the disposal of the property, part of the deceased's Estate. There have been no change to the Trustees and the current Trustees are Mr Ian Penny of Veitch Penny LLP and Mr Alex Penny.

**OBJECTIVES AND ACTIVITIES**

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

W F J Blackford Trust is a Trust that sets out to apply available funds, in such a manner that the Trustees think fit, for or towards the upkeep and repair of the Parish Church of St. John the Baptist in Witheridge, Devon, and also for the maintenance of the graveyard and monuments of the said Church. Through undertaking this ongoing maintenance, the Trust sets out to encourage the occupation and use of the Church as a place of public worship, for the benefit of the Parishioners and the wider community.

**Summary of the main activities in relation to these objects**

During the course of the year the Trustees have again taken due regard to the Charity Commission's guidance on public benefits. As in previous years, the majority of expenditure undertaken by the Trustees was in respect of repair work to the Church and general upkeep of the Church grounds. The Trustees have additionally made available grants to carry out day to day repairs and maintenance within the Church.

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In January 2019, the Trustees took Counsel's opinion on the remit of the Trust itself and the Counsel confirmed at that time that routine maintenance was within the Trust remit and that the Trustees have the ability to use either income or capital as necessary. They did add some caveats and the Trustees have again taken due account of these when considering proposals put forward by the PCC for consideration. These reminders were as follows:-

1. Whether any action taken has the effect of directly or indirectly maintaining or repairing the Church building (or graveyard as a whole or monuments in the Church).
2. Whether the Trustees consider any other project should take priority over those submitted to them for consideration.
3. Whether the Trust can afford the costs to be incurred.

**Summary of the main achievements of the charity during the year**

During the course of the year, the major painting project which was undertaken has been completed and signed off by both the Architect and the DAC with full payment made. The Trustees were pleased to receive a refund from the PCC in respect of VAT on the decorating work amounting to £10,501.

The overhaul of the bell tower has also started, and the first invoice was paid.

One of the major projects which the PCC was hoping to undertake was the removal of pews in order to make the Church more user friendly. What was originally envisaged as a minor project however has become something of a major project. Jonathan Rhind was originally called in as the Architect to inspect the proposals and at that time it was felt a faculty was not required. It subsequently transpired that a faculty would in fact be required and the plans drawn up by Jonathan Rhind were to include the removal of pews, floor levelling, carpeting, the style of replacement seating and the provision of a ramp. Those plans were submitted to the DAC for formal comment and it was hoped by the PCC that they would be able to invite quotations from providers in February/March 2020, with an anticipated start date of May or June. This project has therefore stretched out throughout the course of the year, and by January 2020, the Trustees were still awaiting further detailed information regarding the removal of the pews from the Church and alternative seating.

During the course of the year, the Trustees were pleased to receive from the PCC detailed breakdowns of income and expenditure, where it appeared that the PCC was in funds at the end of the relevant year. The major concern during the course of the 12 months covered by this report was clearly the outbreak of the Coronavirus pandemic which began early in January 2020, and which resulted in a full lockdown within England in March 2020. This has clearly had a significant impact in terms of the activities that have been carried out and approved by the Trustees during the course of the year, and also fund raising for the Church itself.

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TRUSTEES' ANNUAL REPORT  
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**Investment Policy**

The Trustees have adhered to their original guidelines with regard to the split on capital investments and cash holdings held by them as Trustees. Throughout the course of the year the Trustees regularly review the investments, and also the investment criteria which has been adopted for the Trust itself. They have always taken account of their duty to consider ethical criteria and the returns on the capital holdings are shown below:-

	<b>05.04.20</b>	<b>05.04.19</b>
	<b>£</b>	<b>£</b>
<b>BNY Mellon</b>	529,382	581,812
<b>M&amp;G Charifund</b>	155,527	-
<b>Fidelity</b>	356,436	363,157
<b>Charles Stanley</b>	<u>242,540</u>	<u>319,218</u>
	1,283,885	1,264,187
<b>Cash Holdings</b>	<u>111,112</u>	<u>312,891</u>
	1,394,997	1,577,078

In the past, the majority of income used by the Trustees when covering day to day expenditure within the Church was generated by the two major holdings with Charles Stanley and the Mellon Newton (now New Growth Fund). This has been further diversified during the previous year by withdrawing some monies from the holding in the New Growth Unit Trust fund and transferring these to the M&G Charifund. The overall income from capital investments was as follows:-

	<b>£</b>
<b>Charles Stanley</b>	11,783
<b>Fidelity</b>	9,315
<b>M&amp;G Charifund</b>	12,511
<b>New Growth</b>	<u>17,004</u>
	50,613
<b>Cater Allen Interest</b>	<u>497</u>
	51,110

The Trustees had again during the course of the year regularly reviewed the split between capital holdings and cash deposits being held, and would still view the overall Risk Profile as medium risk, which is very much in line with their expectations for long term holdings. There is however one additional factor which needs to be considered and that is the fact that clearly the impact of the Coronavirus pandemic has seen greater volatility in investment markets and this is reflected in the capital values. For this reason, the Trustees have been mindful of the fact that they have continued to retain fairly large amounts on cash deposit.

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### **Newton Investment Funds (now New Growth Fund)**

Historically, this particular holding represented one of the largest arrangements within the Trust, and during the course of the past year the Trustees had looked to diversify this by withdrawing £200,000 from this particular arrangement and adding it to the M&G Charifund.

### **M&G Charifund**

Monies were put into the M&G Charifund in January 2019, and at that time the yield on the fund was above 5%. The impact of Coronavirus has meant that many funds have reduced their overall dividend stream, resulting in lower income to the Trustees. It is not anticipated that this will change in the short term, as the impact of Coronavirus has continued long beyond the end of this particular Review Report and ongoing volatility has been experienced during the remainder of 2020.

### **Direct Equity Portfolio**

The Direct Equity Portfolio continues to be managed by Charles Stanley Stockbrokers, who have now been given authority to act on a discretionary basis. It is hoped that this will allow them to take advantage of volatility in the market place and to act quickly when they see buying opportunities. This section of the Trust investments has always been considered the higher risk element, and the Trustees considered no changes were necessary to this part of the portfolio in the long term.

### **Fidelity Funds**

The Fidelity holdings have always tended to be dominated by cautious fixed interest and/or low risk holdings. The aim here was to balance any volatility which might be seen in the Charles Stanley portfolio and the higher income yielding arrangements with regard to the New Growth Fund and the M&G Charifund.

### **Cash Accounts**

As in the past, the Trustees have held more cash on occasions than was required – this has been caused partly because of slippage in the dates of Church projects, but more importantly because of the Coronavirus the Trustees considered it necessary to ensure that they have held cash reserves which could be used to cover day to day expenditure without having to make withdrawals from the capital holdings. In light of the relatively high cash amounts being held, a decision was made to transfer £50,000 from the Cater Allen account (nil interest) over to an 8 Day Notice Account with Hodge Bank.

Looking at the overall income yield on the underlying investments, day to day expenditure on the Church and costs relating to professional fees and other expenses continued to be covered in full by the income generated on the capital investments.

### **Reserves**

The Trustees have maintained higher cash reserves than might have been the case in the past. One of the reasons for this has been the effect the Covid-19 pandemic has had on equity markets where values have not only fallen, but where dividend yields have also been reduced. The Trustees feel that they are holding comfortable levels of reserves should the Trust need to call on funds in the short term. The Trustees also recognised the impact that Covid was having on normal church activities which would be likely to result in a far lower level of fundraising than has been possible in the past and they accepted that this might mean the PCC would require additional assistance on a forward basis to cover day to day expenditure.

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TRUSTEES' ANNUAL REPORT  
FOR THE YEAR ENDED 5 APRIL 2020**

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**STATEMENT OF TRUSTEES' RESPONSIBILITIES**

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with 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 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 income and expenditure 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 judgments and accounting 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, 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 maintaining proper accounting records which 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, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed/constitution. 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.

**Declaration**

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

Signed on behalf of the charity's trustees

**I D Penny**

Date: 28 January 2021



**INDEPENDENT EXAMINER'S REPORT  
TO THE TRUSTEES OF W F J BLACKFORD DECEASED TRUST  
FOR THE YEAR ENDED 5 APRIL 2020**

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**Independent examiner's report to the trustees of W F J Blackford Deceased Trust**

I report to the trustees on my examination of the accounts of the W F J Blackford Deceased Trust ('the Trust') for the year ended 5 April 2020.

**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 all 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 in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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

**Michelle Ferris FCA**  
Albert Goodman LLP  
Goodwood House  
Blackbrook Park Avenue  
Taunton  
Somerset  
TA1 2PX

Date: 29 January 2021

**W F J BLACKFORD DECEASED TRUST  
STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 5 APRIL 2020**

	Note	Unrestricted Funds 2020 £	Unrestricted Funds 2019 £
<b>Income</b>			
Investment income:			
Bank interest		5,911	6,240
Dividends received		45,199	37,850
<b>Total income</b>		<u>51,110</u>	<u>44,090</u>
<b>Expenditure</b>			
Raising funds	2	4,648	6,241
Charitable activities	3	33,598	96,032
<b>Total expenditure</b>		<u>38,246</u>	<u>102,273</u>
<b>Net income/(expenditure) before investment (losses)/gains</b>		12,864	(58,183)
<b>(Losses)/gains on investments</b>		<u>(184,578)</u>	<u>63,122</u>
<b>Net movements in funds</b>		(171,714)	4,939
Total funds brought forward		1,567,374	1,562,435
<b>Total funds carried forward</b>		<u><u>1,395,660</u></u>	<u><u>1,567,374</u></u>

**W F J BLACKFORD DECEASED TRUST  
BALANCE SHEET  
AS AT 5 APRIL 2020**

	<b>Note</b>	<b>2020</b>		<b>2019</b>
		£		£
<b>Fixed assets</b>				
Investments	4	1,283,885		1,264,187
<b>Current assets</b>				
Debtors and prepayments	5	3,947	3,704	
Cash at bank and in hand		111,112	312,891	
		<u>115,059</u>	<u>316,595</u>	
<b>Creditors: amounts falling due within one year</b>	6	<u>(3,284)</u>	<u>(13,408)</u>	
<b>Net current assets</b>		111,775		303,187
<b>Net assets</b>		<u>1,395,660</u>		<u>1,567,374</u>
<b>Represented by:</b>				
<b>Unrestricted funds</b>		<u>1,395,660</u>		<u>1,567,374</u>

The accounts were approved by the Trustees on 28 January 2021

**I D Penny**  
On Behalf of the Board of Trustees

**W F J BLACKFORD DECEASED TRUST  
NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 5 APRIL 2020**

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## **1 Accounting policies**

### **Basis of accounting**

The financial statements have been prepared in £ sterling on the historical cost basis and in accordance with 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) (effective 1 January 2019) – (Charities SORP (FRS 102)).

The charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

### **Income**

These are included gross of related expenditure in the Statement of Financial Activities ('SoFA') when the charity becomes entitled to the resources, is virtually certain they will receive the resources, and can measure the monetary value with sufficient reliability.

Investment income is recognised on a receivable basis.

Investment gains and losses include any gain or loss on the sale of investments, and any gain or loss resulting from revaluing investments to market value at the end of the year.

Income from tax reclaims are included in the SoFA at the same time as the interest to which they relate.

### **Expenditure**

Liabilities are recognised 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.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include costs of the preparation and examination of the statutory accounts, the costs of trustee meetings and the cost of any legal advice to trustees on governance or constitutional matters.

### **Fixed asset investments**

Investments are recognised initially at fair value which is normally the transaction price (but excludes any transactions costs). Subsequently, investments are held at market value, with all realised and unrealised gains and losses passing through the SoFA.

**W F J BLACKFORD DECEASED TRUST  
NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 5 APRIL 2020**

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**Accounting policies (continued)**

**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 (or purchase date if later). Unrealised gains and losses are calculated as 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.

**Debtors**

Trade debtors and other debtors are recognised at the settlement amount due.

**Cash at bank and in hand**

Cash at bank and in hand comprise of cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

**Creditors**

Creditors and provisions are recognised where the Trust has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are recognised at their settlement amount.

**Taxation**

The Trust is a registered charity and is exempt from taxation on its income and gains where they are applied for charitable purposes. The Trust's tax exempt status was confirmed by H M Revenue & Customs on 6 August 2009.

**Fund accounting policy**

All funds held by the Trust are:-

- Unrestricted – these funds can be used in accordance with the charitable objectives at the discretion of the trustees.

**Financial instruments**

The charity only holds basic financial instruments as defined in FRS 102. The financial assets and liabilities of the charity and their measurements are as follows:

Financial assets – debtors and accrued income are basic financial instruments and are debt instruments measured at amortised cost and details in note 9. Investment portfolios are basic financial instruments measured at fair value through the income and expenditure account.

Cash at bank and deposit accounts– is classified as a basic financial instrument and is measured at face value.

Financial liabilities – trade creditors and accruals are financial instruments, and are measured at amortised cost and detailed in note 9.

**W F J BLACKFORD DECEASED TRUST  
NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 5 APRIL 2020**

<b>2</b>	<b><u>Raising funds</u></b>	<b>2020</b> £	<b>2019</b> £
	<u>Investment management costs</u>		
	Financial advice	-	1,363
	Portfolio management charges	4,648	4,878
		4,648	6,241
		4,648	6,241
<b>3</b>	<b><u>Charitable activities</u></b>	<b>2020</b> £	<b>2019</b> £
	Repairs to Church	21,928	74,029
	Repairs to grounds and monument	2,646	9,239
	Architects	1,584	3,333
	Insurance	538	511
	Governance costs	6,902	8,920
		33,598	96,032
		33,598	96,032
	<b>Included within Governance costs</b>	<b>2020</b> £	<b>2019</b> £
	Legal charges	5,415	7,440
	Accountancy	1,000	1,000
	Independent examination	487	480
		6,902	8,920
		6,902	8,920
<b>4</b>	<b><u>Investments</u></b>	<b>2020</b> £	<b>2019</b> £
	<b>Market value</b>		
	At 6 April 2019	1,264,187	1,397,037
	Additions	311,613	-
	Disposals	(111,613)	(200,000)
	Income re-invested	8,924	8,906
	Portfolio management charges	(4,648)	(4,878)
	Unrealised & realised (losses)/gains	(184,578)	63,122
		1,283,885	1,264,187
		1,283,885	1,264,187
	<b>Represented by:</b>		
	Global Growth & Income Fund for Charities	529,382	581,812
	Charles Stanley – Investment portfolio	242,540	319,218
	Fidelity – Investment portfolio	356,436	363,157
	M & G Investments - Charifund	155,527	-
		1,283,885	1,264,187
		1,283,885	1,264,187

**W F J BLACKFORD DECEASED TRUST  
NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 5 APRIL 2020**

**5 Debtors and prepayments**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Debtors and accrued income	3,947	3,704
	<u>3,947</u>	<u>3,704</u>

**6 Creditors and accruals**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Trade creditors	-	11,968
Legal charges	1,815	-
Accountancy	1,000	1,000
Independent examination	469	440
	<u>3,284</u>	<u>13,408</u>

**7 Trustees' and employee remuneration**

None of the trustees were paid any remuneration or expenses by the charity during the year (2019 - none).

The trust has no employees, and hence no key management personnel and none that receive remuneration of over £60,000 (2019: none).

**8 Related party transactions**

I D Penny, a trustee, is a partner of Veitch Penny Solicitors. During the year the trust paid Veitch Penny £5,415 (2019 - £7,440) for legal services. At the year-end, £1,815 was due to Veitch Penny (2019: £nil).

**W F J BLACKFORD DECEASED TRUST  
NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 5 APRIL 2020**

**9 Financial instruments**

**Categorisation of financial instruments**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Financial assets measured at fair value through the income and expenditure account	1,283,885	1,264,187
Financial assets that are debt instruments measured at amortised cost	115,059	316,595
	<u>1,398,944</u>	<u>1,580,782</u>
Financial liabilities measured at amortised cost	<u>3,284</u>	<u>13,408</u>

**Item of income, expenditure, gain or losses**

	<b>Income</b>	<b>Net losses</b>
	<b>£</b>	<b>£</b>
<b>2020</b>		
Financial assets measured at fair value through the income and expenditure account	50,655	(184,578)
	<u>50,655</u>	<u>(184,578)</u>
<b>2019</b>		
Financial assets measured at fair value through the income and expenditure account	43,502	63,122
	<u>43,502</u>	<u>63,122</u>