

# **NORMANSFIELD AND RICHMOND FOUNDATION**

## **ANNUAL REPORT FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2020**

### **Management**

This year has been very different to any other in our history. The Covid19 pandemic has affected everyone, both on a personal level and within our society as a whole. The challenges of keeping ourselves safe and isolating from family and friends has been difficult for everyone - not least for people with learning disabilities who are often naturally gregarious and thrive in the company of their friends.

I am pleased to report that despite these severe restrictions and the fact that we haven't formally been able to meet in person for our regular committee meetings throughout the year, our Foundation has continued to receive grant applications and award financial assistance to everyone who has approached us during these difficult times. We have adapted our approach to managing the grant making process this year. With the full agreement of the committee, myself and the Treasurer (Denise Carr) have considered each application as they have been submitted to us rather than confining the decisions to our usual four set meeting dates during the year. In this way, we have been able to respond quickly and provide immediate support to individuals and their families during very uncertain times. We have reported to our trustees every grant award we have agreed and have received their full support for all the decisions we have made.

We have let it be known through our web site that NRF is operating throughout the pandemic and have been encouraging people to continue to make grant applications at any time on behalf of their clients or family members.

We have also collectively agreed on outline plan to set aside a sum of money next year to be allocated to fund an event in celebration of the end of the Covid restrictions. Discussions have already started with the key players to gather their views on what such a celebration might be, how it will be organised and how much it might cost. With so much uncertainty at the moment, the discussions are still at a very early stage.

Our registered Charity address is Richmond Mencap, 342 Richmond Road, Twickenham TW1 2DU; our registered Charity Number is 210144.

The composition of our Management Committee currently comprises:

Lydia Hansbury – Chair  
Denise Carr – Treasurer  
Richard Jeffries – Trustee  
Di Bidwell – Trustee  
Nicky Rayner – Trustee  
Deb Carr-Hill - Trustee  
Pip Butterworth - Trustee  
Caroline Barrett - Trustee

## Finance

Our finances remain in a strong position. The value of the investment portfolio at year end was £1,445,636 - a reduction on last year of £128,214 but we had anticipated that there would be some fluctuation in the markets due to the on-going Brexit negotiations so the fall was expected. It is difficult to predict the effect on our investments for the coming year as we 'leave' Europe and the potential negative effects of Covid, but it is not our intention to make any changes to our portfolio in 2021. I am grateful to our Treasurer Denise Carr who keeps a very close eye on our investments and provides the trustees with the necessary information required to ensure that our finances are protected from risk to give us the best possible returns.

## Grants Agreed

During the financial year to June 30<sup>th</sup> 2020 the Management Committee awarded grants totalling £19,101 – a decrease on last year of £34,660. This was made up as follows:

### Grants to Organisations

Chirpy Cheeps, Shared Lives, True Access, Gateway Club, United Response Art Group, Royal Mencap	£5,805
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The amount awarded to organisations has reduced significantly, from £29,849 to £5,805. This is mainly due to the cessation of many of their regular activities such as social clubs and holidays. Instead, the organisations have been providing phone support and on-line activities for people isolating at home.

### Grants to Individuals

Holidays	£1,770
Leisure	£1,426
Furniture	£5,880
Equipment	£4,220

The amount awarded to individuals decreased significantly this year from £23,912 to £13,296, due largely to fewer applications for holiday and leisure activities as a result of the Covid restrictions, and fewer requests for furniture due to the difficulties of moving into new accommodation. However, the grants for equipment increased this year.

## General

The Foundation ends the year in a good position with a robust investment portfolio. It is difficult to predict what the returns on our investments will be in the coming year and beyond, but we will always try to maximise the effect of whatever funds we have available to benefit as many people with learning disabilities as possible in Richmond. I am indebted to my fellow trustees for their continued commitment to the Foundation and I look forward to working with them in 2021 and particularly to being able to meet in person for our committee meetings.

Lydia Hansbury – Chair  
December 30<sup>th</sup> 2020

**NORMANSFIELD & RICHMOND FOUNDATION**

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE  
YEAR TO 30 JUNE 2020**

	<b>2020</b>	<b>2019</b>
	£	£
Income: Donations	3,885	3,875
Investments	54,746	45,419
Other	-	1,108
<b><u>Total Income</u></b>	<b>58,631</b>	<b>50,402</b>
<b><u>Direct Charitable Expenditure:</u></b>		
Grants to Individuals	13,296	23,912
RH&LT: The People Hive	-	11,633
Richmond Mencap	-	10,000
True Access	2,250	1,500
LDA Week 2019	-	1,294
Gateway Club	1,400	1,200
UR Monday Art Group	1,000	-
Chirpy Cheeps	630	1,150
Tuesday Group	-	1,000
Creative Educational Projects	-	981
Down's Syndrome Association	-	566
Shared Lives	500	500
Royal Society Mencap	25	25
Sub-total	19,101	53,761
Administration Expenses	300	300
AGM: refreshments	56	-
<b><u>Total Expenditure</u></b>	<b>19,457</b>	<b>54,061</b>
Net surplus (deficit) for the year	39,174	(3,659)
Plus Fund Balance at start of year	1,577,523	1,551,507
Increase (decrease) in investments	(128,214)	29,675
<b><u>Fund Balance at year end</u></b>	<b><u>1,488,483</u></b>	<b><u>1,577,523</u></b>

**NORMANSFIELD & RICHMOND FOUNDATION**  
**BALANCE SHEET AS AT 30 JUNE 2020**

	<b>2020</b>	<b>2019</b>
	£	£
Fixed Assets:		
Investment Portfolio	1,445,636	1,573,850
Current Assets:		
Current Account	43,616	29,747
Current Liabilities:		
Uncleared cheques	769	26,074
<b>TOTAL ASSETS</b>	<b>1,488,483</b>	<b>1,577,523</b>
<b>FUND BALANCE</b>	<b>1,488,483</b>	<b>1,577,523</b>

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1. Changes to the Investment Portfolio during the year:

	£
Portfolio valuation as at 1 July 2019	1,573,850
Plus acquisitions:	Nil
Less sales:	Nil
portfolio valuation as at 30 June 2020 (see overleaf)	1,445,636
Net increase (decrease) in value during the year	(128,214)

2. Trustees Expenses – No members of the Committee nor any person connected with them received or are due any remuneration for the year directly or indirectly from the charity's funds.

**Approved by the Trustees on: 30 January 2021**

**Signed on their behalf by: Denise Carr, Treasurer**

**NORMANSFIELD & RICHMOND FOUNDATION**

**INVESTMENT PORTFOLIO AS AT 30 JUNE 2020**

	£
274,416 Newton Growth & Income Fund for Charities	373,425
234,119 Charities Property Fund	287,334
60,208 Family Investments: Family Charities Ethical Trust	285,266
163,813 Diversified Property Fund for Charities	200,868
94,554 Newton SRI Fund for Charities	151,371
71,770 EdenTree, Amity Balanced Fund	70,234
2,500 Prudential shares of 5p	30,463
1,922 United Utilities shares of 5p	17,494
996 WH Smith ordinary shares of 20p	10,926
1,312 Land Securities ordinary shares of 10 2/3p	7,255
6,880 Marks & Spencer ordinary shares of 25p	6,811
2,500 M&G plc ordinary shares of .05p	4,189

**TOTAL PORTFOLIO VALUE AS AT 30 JUNE 2020    £1,445,636**

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**Changes to the Investment Portfolio during the year:**

	£
Portfolio valuation as at 1 July 2019	1,573,850
Plus acquisitions:	Nil
Less sales:	Nil
Portfolio valuation as at 30 June 2020	1,445,636
Net increase (decrease) in value during the year	(128,214)

# **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE NORMANSFIELD AND RICHMOND FOUNDATION ON THE ACCOUNTS FOR THE YEAR ENDED 30 JUNE 2020**

I report on the accounts of the charity for the year ended 30 June 2020, which are attached.

## **Respective Responsibilities of Trustees and Examiner**

The charity's trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is sufficient.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- follow the procedures laid down in the General Directions given by the Charity Commissioner under section 145(5)(b) of the 2011 Act
- state whether any particular matters have come to my attention.

## **Basis of Independent Examiner's Report**

My examination was carried out in accordance with the 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 you as trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

## **Independent Examiner's Statement**

In connection with my examination, no matter has come to my attention:

- which gives me reasonable cause to believe that in any material respect the requirement to keep accounting records in accordance with the 2011 Act and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signature:

Brian Spencer  
25 Saville Road,  
Twickenham TW1 4BQ

Date: 4 October 2020