

Title: The Mayor of Wolverhampton's Charitable Fund Annual Report

Author: Anita Cund, Civic Support Manager

Date: 7 August 2020

Registered charity number: 1180065

1.0 Annual Report 1 April 2019 - 30 June 2020

1.1 The purpose of this report is to provide an annual summary of the objectives of the charity as set out in the governing document.

2.0 Trustees, Terms of Office and Signatories



The Mayor of Wolverhampton
Councillor Claire Darke (Chair)

Term of Office:
From 19 September 2018



The Deputy Mayor of Wolverhampton
Councillor Greg Brackenridge (Deputy Chair)

Term of Office:
From 19 September 2018



The Retired Mayor of Wolverhampton
Councillor Phil Page

Term of Office:
From 19 September 2018



Claire Nye
Director of Finance

Term of Office:
From 19 September 2018



Tracey Christie
Head of Legal

Term of Office:
From 19 September 2018

Signatory	Position	Term of Office
Claire Nye	Trustee	From 9 March 2020
Tracey Christie	Trustee	From 9 March 2020
Martyn Sargeant	Head of Service	From 18 February 2020 to 9 March 2020
Anita Cund	Civic Support Manager	From 18 February 2020

3.0 Structure, Governance and Management

- 3.1 Type of governing document - Trust Deed adopted by the Trustees on 19 September 2018.
- 3.2 How the charity is constituted – Trust
- 3.3 All decisions are made by Trustees via Board and E-sign off if there is an urgent need for approvals.
- 3.4 Management and administrative tasks are carried out by:

Name	Role
Anita Cund	Civic Support Manager
Lynn Askin	Administrative Support

4.0 Trustee Selection Methods

- 4.1 Trustees are appointed or re-appointed annually after the Annual Meeting of City of Wolverhampton Council at which the Mayor and Deputy Mayor are elected.
- 4.2 Each year the Mayor, Deputy Mayor and the retiring Mayor will be appointed as Trustees, as will the Director of Finance and Head of Legal Services.
- 4.3 The Trustees elect the Chair (The Mayor) of the Trust Board at the first Trust Board meeting following Annual Council.
- 4.4 Due to the current Covid 19 pandemic, the Annual Meeting scheduled to take place in May 2020 was cancelled therefore the term of office for the Mayor, Deputy Mayor and Retiring Mayor has been extended until May 2021.

5.0 Objectives and Chosen Charities

- 5.1 The purpose of the Trust is to collect and distribute charitable donations for the benefit of the residents of the City of Wolverhampton as the Trustees shall decide.
- 5.2 Each year the Mayor of Wolverhampton nominates a charity or charities for whom fundraising activities are carried out during the year to meet a specified purpose for the benefit of the residents of Wolverhampton.
- 5.3 The Mayor of Wolverhampton nominated the following 2 chosen charities for 2019/2020: -
 - Wolverhampton Suicide Prevention Stakeholders Forum
 - University of Wolverhampton The Alumni Mayoral Scholarship Fund

6.0 Objectives and activities for the public benefit

- 6.1 The objects of the trusts are to collect and raise money to support charitable causes for that benefit of the residents of the City of Wolverhampton. The trustees confirm that they have referred to the guidance contained in the Charity Commissions guidance on public benefit when reviewing the Trust's aims and objectives and in planning future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.
- 6.2 The trust carries out these objects through holding fund raising events throughout the year and through donations from employees at the City of Wolverhampton Council and providing grants to projects that seek to support the sick, young and elderly.
- 6.3 The activities that were undertaken during the year are listed below in paragraph 7.0 below.
- 6.4 Our objectives and funding limit the services we provide to the residents of the city of Wolverhampton. Each year the resident Mayor will nominate various charities for which annual fundraising activities will take place. The main areas of charitable activities vary according to the nominated charity and their aims and objectives.

7.0 Fundraising Activities 2019-2020

- 4 April 2019 - Mayor's Quiz Night held in the City Suite
- 12 April 2019 – Mayor's Dress Down Day
- 28 October 2019 - Mayor's Quiz Night held in the City Suite
- Various dates - Online Charity Auctions via eBay

7.1 The Family Tree Day which was due to take place on 20 March 2020 and a second Quiz night which was due to take place on 30 April 2020 were both cancelled due to Covid-19.

8.0 Grant Awards

8.1 From the proceeds of the Mayor of Wolverhampton's 2018/19 fundraising year Trustees approved 4 grant awards for the retiring Mayor's chosen charities:

Recipient	Amount
Kingswood Trust	£7250
Good Shepherd Relief in Need	£7250
Inspire You	£7250
MS Therapy Centre	£7250

8.2 Trustees received 1 request for financial support and approved the following grant award:

Recipient	Purpose	Amount
City of Wolverhampton Council, Care Leavers Service	Donation toward their Christmas Lunch in December 2019	£300

8.3 Trustees donated £2600 from 2018/2019 fundraising activities to invest in The Mayor of Wolverhampton's Charitable Fund CCLA Capital Fund Accounts.

9.0 Finance

9.1 All cash balances from fundraising activities and donations are held as unrestricted funds. These funds are held in a deposit account for the purpose of donations to the Mayor's chosen charities.

9.2 We do not have a policy of holding a minimum reserve in the deposit account, other than to not go into deficit.

10.0 Investments

10.1 Trustees agreed to accept a transfer of funds from The WH Jones Charity which dissolved on 30 August 2019 and merge into the Mayor of Wolverhampton's Charitable Fund.

10.2 Funds were invested in the following accounts: -

- COIF Charities Ethical Investment Fund
- COIF Charities Fixed Interest Fun

11.0 Financial Report

- 11.1 Please refer to the attached financial statement for 2019/2020 supplied by City of Wolverhampton Council Finance Department.



CHARITY COMMISSION
FOR ENGLAND AND WALES

The Mayor of Wolverhampton's Charity Fund

1180065

Receipts and payments accounts

CC16a

For the period
from

01-Apr-19

To


30-Jun-20

Section A Receipts and payments

	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 £
A1 Receipts					
Transfer from City of Wolverhampton Council (historic mayoral fundraising)	-	-	-	-	32,450
Transfer from City of Wolverhampton Council (historic mayoral fundraising)	4,022	-	-	4,022	-
Dividends on Investments	6,558	-	-	6,558	-
Fundraising - Events	4,631	-	-	4,631	15,787
Fundraising - Other (Sale of Donated Items Etc.)	2,730	-	-	2,730	2,795
Donations	19,971	-	-	19,971	32,862
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	37,912	-	-	37,912	83,894
A2 Asset and investment sales					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	37,912	-	-	37,912	83,894
A3 Payments					
Grants and Donations	29,300	-	-	29,300	54,786
Cost of Fundraising Events	4,880	-	-	4,880	301
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	34,180	-	-	34,180	55,087
A4 Asset and investment purchases					
COIF Charities Ethical Investment Fund	3,311	-	-	3,311	-
COIF Charities Fixed Interest Investment Fund	3,311	-	-	3,311	-
Sub total	6,622	-	-	6,622	-
Total payments	40,802	-	-	40,802	55,087
Net of receipts/(payments)	- 2,890	-	-	- 2,890	28,807
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	28,807	-	-	28,807	-
Cash funds this year end	25,917	-	-	25,917	28,807

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 £
B1 Cash funds	Bank	25,415	-	-
	Cash	500	-	-
	Paypal	2	-	-
	Total cash funds	25,917	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets		Fund to which asset belongs	Cost (optional)	Current value (optional)
	COIF Charities Ethical Investment Fund	Endowment	97,290	104,441
	COIF Charities Fixed Interest Fund	Endowment	97,291	101,022
	COIF Charities Ethical Investment Fund	Unrestricted	3,311	3,357
	COIF Charities Fixed Interest Fund	Unrestricted	3,311	3,328
			-	-
B4 Assets retained for the charity's own use		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities		Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval
		Claire Nye	06/01/2021



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

The Mayor of Wolverhampton's Charitable Fund

**On accounts for the
years ended**

01-04-2018 to 31-03-2019
01-04-2019 to 30-06-2020

**Charity
no**

1180065

Set out on pages

1 to 2

**Responsibilities and
basis of report**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the years ended 31 March 2019 and 30 June 2020. Please note that the 2019-2020 accounts are for a 15 month period due to a change in the accounting year for the 2020-2021 accounts which will be from 1 July 2020 to 30 June 2021.

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").

**Independent
examiner's statement**

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.

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 as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.

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: Mary Costello

Date: 6 November 2020

Name: Mary Costello

Relevant professional qualification(s) CIAA; MSc in Audit and Consultancy

Address: Civic Offices, St Peters Square, Wolverhampton