

Monmouthshire Provincial Grand Charity 2004 Report and Accounts for the year ended 30th June 2020

Registered number 1108895

Reference and Administrative Information

The Charity was founded in 2004 and is registered with the Charity Commissioners under the Charity number 1108895. The organisation is a charity set up to deal with the charitable giving of the Masonic Province of Monmouthshire under by-law 16 of the Province and enacted under a deed dated 2004.

There were no changes to the Trustees and Professional Advisers during the year and below are listed those who were in place for and subsequent to the Annual General meeting of 15th January 2020:

Legal and administrative information

Trustees

Chair of Trustees Davies	The Provincial Grand Master	R G
	The Deputy Provincial Grand Master	C R
Evans	Grand Officer	R N
Mounter	The Provincial Grand Treasurer	H L
Williams	The Provincial Grand Secretary	J Roberts
	The Provincial Grand Charity Steward	J P Tod
	Secretary to the Trustees	A J
Twomlow		

Examiners

N Davies

C J Moss

Bankers

HSBC
1 Bridge Street Newport
NP20 4UT

Lloyds Bank plc
PO Box 1000, Uttoxeter
BX1 1LT

Report of the Trustees

The trustees are pleased to present their report and annual accounts for the year ended 30th June 2019.

The financial statements comply with the Charities Act 2011 and 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 1st January 2015).

Structure Governance and Management

Governance

The day to day running of the Charity is undertaken by the Provincial Grand Charity Steward who is responsible for fund-raising from the Freemasons of Monmouthshire. The distribution of grants is considered upon request from the individual lodges. The Trustees, under the leadership of the Provincial Grand Master, consider the suitability of the applications for the various charities and good causes, having taken into account representation from the brethren and advice from knowledgeable members of the Province as appropriate.

The finances of the charity are considered by the trustees at the meetings of the Provincial Executive Committee, the majority of whose members are trustees. The trustees report back to meetings of the lodge charity stewards of the Province. The accounts are presented for approval at the Annual Provincial Meeting, to which all Monmouthshire Freemasons are invited.

Trustee Induction and Training

Typically, new trustees will already be familiar with the Masonic charities, the role of those charities in the Masonic Province of Monmouthshire and the principal national Masonic charities. It is likely that they will have served either as lodge charity stewards or have been involved in provincial charity committees. A full disclosure of all papers is made including minutes, current finances and the business plan.

Appointment of Trustees

Appointment of trustees is by the Provincial Grand Master, the Deputy, or the Trustees by way of majority.

Trustees are selected from Freemasons in the Masonic province of Monmouthshire and will typically be experienced lodge officers who have previously acted as charity stewards, treasurers, secretaries or almoners.

They should already be very familiar with the work of the charity but are encouraged to research their duties as trustees. The Objects of the Charity, The Principles of Good Governance and the Trustees Responsibilities are read and confirmed at each annual general meeting,

when new trustees are generally appointed.

Risk Management

At the meetings of the Provincial Executive, the trustees review the risks to which the Charity is exposed. It has imposed such internal controls as it believes necessary and appropriate to safeguard the assets of the charity from the malfeasance of any officer or trustee.

The trustees are mindful of the risks that any charity faces. However, whilst not being at all complacent, the nature of the charity, and its visibility and interaction with the Freemasons of the Province of Monmouthshire, offers a great deal of mitigation of risk.

The trustees believe that governance risks are minimal but are always looking to identify potential future trustees with relevant skills and expertise.

Operational risks are restricted. For example, safeguarding issues do not arise as we have no contact with vulnerable people; we have no staff or premises; and have strong internal controls.

The charity has no commitments to funding external activities nor does it seek external funding.

Given that the charity has no employees, operations or premises then the laws and regulations with which it must comply with are vastly reduced. However, this still leaves many areas such as, breach of trust, money laundering, discrimination which are considered by trustees on an on-going basis.

Objectives and Activities

Objects

The objects of the Trust may be summarised as follows: -

1. The relief of poverty and distress whether by payments to institutions or individuals who are Freemasons or those who are or were dependants of Freemasons.
2. The advancement of religion and education.
3. Masonic Charities.
4. To carry out such other legally charitable purposes as the Trustees from time to time by deed or deeds executed with the unanimous consent declared.

Activities

When planning our activities for the year we kept in mind the Charity Commission's guidance on public benefit at our Trustees' meetings. In considering the programme of events for our fund raising from Monmouthshire Freemasons, the primary objective was to raise funds for the 2024 Festival Fund which was announced in February 2019.

The main source of income continues to be by donations, and gift aid where appropriate, from members of the Masonic Province of Monmouthshire.

With the exception of the "Hogs Head Extravaganza", held in the July of 2019, the various social fund-raising events usually organised by volunteers in order to provide additional charitable income were severely curtailed as all masonic activity in Wales was suspended in March 2020.

Though no presentation evening was held in November 2019, during the accounting year four local charities and good causes received grants of £800 or less which were not Covid related.

In addition, following a "virtual" Extraordinary General Meeting on 20th May 2020, donations totalling £22,000 were made to the Masonic Charitable Foundation in order to meet the local and national challenges posed to our communities by the Covid-19 pandemic. A significant portion of this was subsequently returned by way of Regional Covid Grants which, coupled with additional local funds, enabled us to meet the specific needs of our area and allowed us to make a practical contribution to support our local NHS and its patients.

Finally, the regular gift aided income received enabled a further £75,000 to be donated to the Masonic Charitable Foundation, thus continue our fundraising for the Monmouthshire Festival ending in 2024.

Investment Policy and Objectives

The Trustees aim to maximise the investment return within the objective of investing in low risk products and investments. The investments are all regarded as temporary investments with a view to amounts being paid out in approved grants or being held as a designated and or restricted funds if for a nominated charitable purpose.

Reserves Policy

The Trustees' policy on reserves is that there should be no minimum level of reserves retained in accordance with a grant making charity with no fixed assets and virtually no recurring running costs save bank charges; with Grants being made to the full value of any reserves subject to the approval and discretion of the Trustees.

Fund Raising and Future Plans

The Province periodically raises funds on a cyclical basis for major Masonic Charities. This year the emphasis was on the Monmouthshire 2024 Festival already mentioned. All the funds currently raised are being allocated to charitable good causes thought fit by the Committee upon the request of Masons in Monmouthshire.

The prospects for the Charity are closely linked to the number of members in the Province and their propensity to give charitably to good causes, for which they have been well renowned in the past. The vast majority of funds are raised directly from the members of the Province. Families and friends are invited to fund raising activities and events sponsored within the Province

Statement of Trustees responsibilities

Charity law requires the trustees to prepare financial statements for each financial year. Given that the charity is run entirely by volunteers with limited resources, the trustees have decided that it is appropriate to adopt the Receipts and Payments basis

We are responsible for:

- keeping proper accounting records
- safeguarding the charities assets
- taking reasonable steps for the prevention of fraud
- making the accounts available to the public on request to be publicly accountable - (the charity can make an appropriate charge to cover costs)
- prepare annual accounts and make it available to the public on request

Huw L Williams Trustee

18th March 2021

**Report of the Independent Examiners to
the trustees of Monmouthshire Provincial Grand Charity 2004 for
the year ended 30th June 2019**

Charity Number 1108895

We report on the accounts 30 June 2020 set out on pages 7 and 8

Respective responsibilities of Trustees 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 Charities Act) and that an independent examination is needed.

It is our responsibility to: -

- Examine the accounts (under Section 145 of the Act);
- To follow the procedures laid down in the general Directions given by the Charity Commission (under Section 145(5)(b) of the Act); and
- To state whether particular matters have come to our attention.

Basis of independent examiners' statement

Our examination was carried out in accordance with general Directions given by the Charity Commissioners. 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 examiners' statement

In the connection with our examination, no material matters have come to our attention which gives us cause to believe that in, any material respect: -

- accounting records were not kept in accordance with Section 130 of the Charities Act or
- the accounts do not accord with the accounting records

We 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 these accounts to be reached.

N Davies C J Moss Joint Independent Examiners
28/07/2020

MONMOUTHSHIRE PROVINCIAL GRAND CHARITY 2004

Abridged from Charities SORP Accounts
Statement of Financial Activities

Reg No

Year Ended 30th June 2020

	Unrestricted Funds		Total Funds
	Provincial Funds	Festival '24 Funds	2020
	£	£	£
INCOMING RESOURCES			
Activities for Generating Funds:			
Donations and Collections (Now designated for 2024 Festival)	-	70,325	70,325
Fundraising Events	51,339		51,339
Merchandise Sales	-	5,360	5,360
Provincial Dues	3,130	-	3,130
Interest Receivable	<u>905</u>	<u>-</u>	<u>905</u>
Total Incoming Resources	55,374	75,685	131,059
Less Resources expended			
Fund raising event costs	7,375	-	7,375
Goods for resale	<u>-</u>	<u>4,482</u>	<u>4,482</u>
	7,375	4,482	11,857
Net Incoming Resources Available	47,999	71,203	119,202
CHARITABLE EXPENDITURE			
2024 MCF Festival Chest	-	75,000	75,000
COVID Relief Chest	22,000	-	22,000
Grants Made net of MCF Grants	2,280	-	2,280
COVID Relief net of MCF Grants	<u>2,362</u>	<u>-</u>	<u>2,362</u>
	26,642	75,000	101,642
Management and Administration:			
General Administration	240	-	240
Bank Charges	<u>36</u>	<u>-</u>	<u>36</u>
	276	-	276
Movement in Total Funds for the Year			
Net Income for the Year	21,081	(3,797)	17,284
Transfer	(3,797)	3,797	
Total Funds Brought Forward	<u>269,364</u>	<u>-</u>	<u>269,364</u>
Total Funds Carried Forward	286,648	-	286,648
CHARITY BALANCE SHEET AS AT 30th JUNE 2020			
Debtors and Prepayments			
Cash at Bank	<u>286,648</u>		<u>286,648</u>
Current Assets	286,648		286,648
Creditors	<u>-</u>		<u>-</u>
Net Assets	286,648		286,648
FUNDS			
Unrestricted Funds	286,648		286,648
Restricted Funds	<u>-</u>		<u>-</u>

Total Funds

286,648

286,648

Charity Examiners: N Davies C J Moss