



Independent Examiner's Report on the Accounts

Section A	Independent Examiner's Report
Report to the trustees/members of	<div style="border: 1px solid black; height: 40px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; padding: 2px;">Charity Name</div>
On accounts for the year ended	<div style="display: flex; align-items: center;"> <div style="border: 1px solid black; padding: 2px; margin-right: 5px;">D</div> <div style="border: 1px solid black; padding: 2px; margin-right: 5px;">D</div> <div style="border: 1px solid black; padding: 2px; margin-right: 5px;">M</div> <div style="border: 1px solid black; padding: 2px; margin-right: 5px;">M</div> <div style="border: 1px solid black; padding: 2px; margin-right: 5px;">Y</div> <div style="border: 1px solid black; padding: 2px;">Y</div> </div> <div style="margin-left: 20px;">Charity no (if any)</div> <div style="border: 1px solid black; width: 100px; height: 20px; margin-left: 10px;"></div>
Set out on pages	<div style="border: 1px solid black; height: 20px; width: 550px;"></div> <div style="text-align: right; font-size: small; margin-top: 2px;">(remember to include the page numbers of additional sheets)</div>
Respective responsibilities of trustees and examiner	<p>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 my responsibility to:</p> <ul style="list-style-type: none"> examine the accounts under section 145 of the Charities Act, to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and to state whether particular matters have come to my attention.
Basis of independent examiner's statement	<p>My examination was carried out in accordance with 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 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.</p>
Independent examiner's statement	<p>In connection with my examination, no matter has come to my attention (other than that disclosed below*):</p> <p>(1) which gives me reasonable cause to believe that in, any material respect, the requirements:</p> <ul style="list-style-type: none"> to keep accounting records in accordance with section 130 of the Charities Act; to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or <p>(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.</p> <p><i>* Please delete the words in the brackets if they do not apply.</i></p>
Signed	<div style="display: flex; justify-content: space-between;"> <div style="border: 1px solid black; padding: 5px; width: 300px;"> </div> <div style="border: 1px solid black; width: 150px; height: 20px;"></div> </div> <div style="margin-top: 5px;">Date</div>
Name	<div style="border: 1px solid black; padding: 2px;">Richard Skelton</div>
Relevant professional qualification(s) or body (if any)	<div style="border: 1px solid black; padding: 2px;"> ACIE - Associate (Association of Charity Independent Examiners) ACIB - Trustee (Associate of Chartered Institute of Bankers) </div>
Address	<div style="border: 1px solid black; padding: 2px;">26 Marlborough Rise</div> <div style="border: 1px solid black; padding: 2px;">Camberley</div> <div style="border: 1px solid black; padding: 2px;">Surrey</div> <div style="border: 1px solid black; padding: 2px;">GU15 2ED</div>

Only complete if the examiner needs to highlight material problems

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



Charity Name The Clapp Family Charitable Trust	No (if any) 1121944
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Receipts and payments accounts

For the period from	Period start date 26/10/2016	Period end date 25/10/2017
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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					
Income from Securities	43,882	-		43,882	48,430
Trustee Deposit Interest		-	-	-	65
		-		-	
		-		-	
		-		-	
		-		-	
	-	-		-	
	-	-		-	-
Sub total	43,882	-	-	43,882	48,495
A2 Asset and investment sales, etc.	-	-	426,890	426,890	644,166
Total receipts	43,882	-	426,890	470,772	692,661
A3 Payments					
Banks Fees + VAT	21,588	-		21,588	19,682
Independent Examiner Fee	400	-		400	375
Charitable Payments	45,900	-	-	45,900	41,400
Outstanding Stockbroker Entries		-	-	-	10,039
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	67,888	-	-	67,888	71,496
A4 Asset and investment purchases, etc.	-	-	403,830	403,830	603,258
Total payments	67,888	-	403,830	471,718	674,754
Net of receipts/(payments)	- 24,006	-	23,060	- 946	17,907
A5 Transfers between funds	21,988	-	- 21,988	-	-
A6 Cash funds last year end	32,225	-	19,367	51,592	33,685
Cash funds this year end	30,207	-	20,439	50,646	51,592

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	Capital Account			20,439
	Income	30,207	-	-
		-	-	
	Total cash funds	30,207	-	20,439
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Securities	Endowment	-	1,604,134
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	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	
		Una Dunford		



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	26	October	2016		25	October	2017

Section A Reference and administration details

Charity name The Clapp Family Charitable Trust

Other names charity is known by

Registered charity number (if any) 1121944

Charity's principal address NatWest Bank Plc, Trustee Department, 6th Floor

Trinity Quay 2, Avon Street

Bristol

Postcode

BS2 0PT

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	NatWest Bank Plc			
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Investment Managers	NatWest Bank Plc	Wealth Management, 440 Strand, London, WC2R 0QS
Bankers	NatWest Bank Plc	Bristol City Office
Solicitors	Hugh James	Hodge House, 1140116 St Mary Street, Cardiff CF10 1DY
Independent Examiner	Richard Skelton	26 Marlborough Rise, Camberley, Surrey, GU15 2ED

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Charitable Trust Deed dated 25 October 2007
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Appointed by existing Trustees

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The trustees have assessed the major risks to which the charity is exposed, in particular those relating to its investments and its finances. The trustees believe that by ensuring controls exist over key financial systems incorporating NatWest Bank's systems and controls, and by delegating the investment management function to investment managers, subject to regular monitoring, including periodic reviews of performance against benchmark, they have established effective systems to mitigate those risks.

Section C Objectives and activities

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

The Trust Deed authorises the trustees to apply the income or the capital to or for the benefit of such exclusively charitable objects and purposes in any part of the world as the trustees may in their absolute discretion think fit.

The Trustees will take into account the Letter of Wishes which requests that consideration be given to benefit 30 charities.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The Trust achieves this object by the provision of grants. In determining the means by which the Trust shall achieve its object, the trustees have had regard to the guidance on public benefit issued by the Charity Commission.

During the year under review the Trust awarded 9 Grants of £5,100 each to a range of charitable organisations. In the opinion of the trustees the Trust, by making grants only to charitable organisations which are themselves for the benefit of the public, is fulfilling its own obligation to deliver public benefit in the furtherance of its object.

The Sum of £21,988.00 has been expended from the endowment funds and for Charity Commission accounting purposes is now classed as income.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Regular meetings are held by the Trustees where they discuss any applications received and consider which grants they wish to award.

In pursuance of its objectives, the charity's income is applied in making grants to a number of charitable organisations and bodies involved in activities which further the charity's objectives.

Applicants for grants must be in writing.

Recipients of grants are required to sign a formal receipt. Where relevant, the trustees also ask to be provided with copies of receipts for expenditure and the grant may be subject to an ongoing monitoring programme and further instalments of grants only released subject to timescales being reached.

Summary of the main achievements of the charity during the year

Grants totalling £45,900.00 were made to the following charities:

RNIB
RNLI
NSPCC
The League Against Cruel Sports
Blind Veterans UK
The Partially Sighted Society
The Blue Cross
Action on Hearing Loss
The Mental Health Foundation

Section E

Financial review

Brief statement of the charity's policy on reserves

The trust is operated as a grant giving charity and the trustees' policy is to seek to distribute or commit the income arising in each financial year.

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

There are no restrictions on the charity's power to invest. The investment strategy is agreed between the trustees and the investment managers and is regularly reviewed. This is the subject of a policy statement which has been completed by the trustees and forms an integral part of the agreement with the investment manager to provide investment management services.

Section F

Other optional information

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (eg Secretary, Chair, etc)

Date

Una Dunford	
For Trustee Bank	