



# Trustees' Annual Report for the period

	Period start date			Period end date		
<b>From</b>	6	Jan	2016	<b>To</b>	4	April 2017

## Section A Reference and administration details

<b>Charity name</b>	THE CHARLES MASON AND NAOMI WILKINSON FOUNDATION	
<b>Other names charity is known by</b>		
<b>Registered charity number (if any)</b>	1165067	
<b>Charity's principal address</b>	89A De Beauvoir Road	
	London	
<b>Postcode</b>	N1 4EL	

### 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	Mr Andrew Mason			
2	Mr Anthony Wilkinson			
3	Mr Patrick Wilkinson			
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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
Bank	HSBC	12 Hampstead High Street, London NW3 1PY

## 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)	Adopted Constitution 6 <sup>th</sup> January 2016
How the charity is constituted (eg. trust, association, company)	CIO
Trustee selection methods (eg. appointed by, elected by)	Appointed by existing trustee, the foundation must have a minimum of two trustees at all times.

### 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.

All the trustees give their time voluntary and received no remuneration or other benefits.

## Section C Objectives and activities

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

- (a) the advancement of the arts and the advancement of education primarily through:
- (i) the grant of bursaries to students and others to enable them to pursue creative endeavours of art, theatre and design; and
  - (ii) promoting, preserving and making available the work and archives of the artist, Charles Mason and theatre designer, Naomi Wilkinson for exhibition and research purposes; and
- (b) such other purposes that are exclusively charitable under the law of England and Wales and such objects shall be achieved in such ways as the trustees think fit



**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)**

During our trustee meeting we kept in mind the Charity Commissions guidance on public benefit.

The focus of our first year has been preserving the work and archives of the artist, Charles Mason and theatre designer, Naomi Wilkinson.

The trustees are investigating setting up bursaries with theatre groups which worked with Naomi Wilkinson as well as art colleges that Charles Mason taught at.

**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.

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

Catalogued and securely packaged the Artwork of Charles Mason and theatre designs of Naomi Wilkerson

Transported to storage location provided free of charge by Wilkinson Vintners (trustee Patrick Wilkinson is a director of Wilkinson Vintners)

Cortex Atletico in Paris held a show of Charles Mason early drawings in April 2016, and published a catalogue to accompany the exhibition.

One drawing and a small sculpture was sold. The funds from the sale have been transferred to the bank account and will be used as a bursary for a student in the future.

Set up an initial meeting with Theatre Company 'Told By An Idiot' about offering a bursary to a theatre set designer. 'Told By An Idiot' are interested in setting up a Naomi Wilkinson Award for a unique female designer which the trust would support.

## Section E Financial review

**Brief statement of the charity's policy on reserves**

The foundation holds £75,000 in cash at the bank, all of which is unrestricted funds. The funds are held to make future bursaries.

**Details of any funds materially in deficit**

none

**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.

## 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)**

Andrew Jack Maosn

**Position (eg Secretary, Chair, etc)**

**Date**

4<sup>th</sup> Feb







Section A

Independent Examiner's Report

Report to the trustees/  
members of

THE CHARLES MASON AND NAOMI WILKINSON FOUNDATION

On accounts for the year  
ended

5<sup>th</sup> April 2018

Charity no  
(if any)

1165067

Set out on pages

8, 9.

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 my responsibility to:

- 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

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.

Independent  
examiner's statement

In connection with my examination, no material matters have come to my attention which gives me 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

I 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:

*K Jackson*

Date:

*4/2/2018*

Name:

*KATHARINE JACKSON*

Relevant professional  
qualification(s) or body  
(if any):

*CHARTERED ACCOUNTANT*

Address:

*24, KYRLE RD, LONDON  
SW11 6AZ.*





CHARITY COMMISSION  
FOR ENGLAND AND WALES

THE CHARLES MASON AND NAOMI WILKINSON  
FOUNDATION

1165067

## Receipts and payments accounts

CC16a

For the period  
from

06 January 2016

To

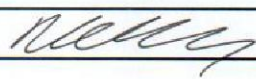
4th April  
2017

### 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 £
<b>A1 Receipts</b>					
Initial donation from Naomi Wilkinson Estate	75,000	-	-	75,000	-
Interest while donation held at CRS	66	-	-	66	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>75,066</b>	<b>-</b>	<b>-</b>	<b>75,066</b>	<b>-</b>
<b>A2 Asset and investment sales, (see table).</b>					
Cortex, sale of Artwork	6,685	-	-	6,685	-
	-	-	-	-	-
<b>Sub total</b>	<b>6,685</b>	<b>-</b>	<b>-</b>	<b>6,685</b>	<b>-</b>
<b>Total receipts</b>	<b>81,751</b>	<b>-</b>	<b>-</b>	<b>81,751</b>	<b>-</b>
<b>A3 Payments</b>					
CRS Legal advice to setup charity	3,907	-	-	3,907	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>3,907</b>	<b>-</b>	<b>-</b>	<b>3,907</b>	<b>-</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>3,907</b>	<b>-</b>	<b>-</b>	<b>3,907</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>77,844</b>	<b>-</b>	<b>-</b>	<b>77,844</b>	<b>-</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
<b>Cash funds this year end</b>	<b>77,844</b>	<b>-</b>	<b>-</b>	<b>77,844</b>	<b>-</b>



## 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 £
<b>B1 Cash funds</b>	HSBC Account	77,844	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	77,844	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>	Details			
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Art of Charles Mason	Main	-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
<b>Note 1</b>	The CIO has not given any guarantee and has no outstanding debts			
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Andrew Mason		