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# UNAUDITED

# TRUSTEES' REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 5 APRIL 2018

# **CONTENTS**

	Page
Reference and administrative details of the charity, its trustees and advisers	1
Trustees' report	2 - 4
Independent examiner's report	5 - 6
Statement of financial activities	7
Balance sheet	8
Notes to the financial statements	9 - 17

# REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 5 APRIL 2018

**Trustees** A A Veasey (deceased 22 April 2017)

C J U Applegate S G Knipe

**Charity registered** 

**number** 701658

Principal office Buckles Solicitors LLP

**Grant House** 

101 Bourges Boulevard

Peterborough PE1 1NG

Independent Examiner Grant Thornton UK LLP

**Chartered Accountants** 

Regent House 80 Regent Road

Leicester LE1 7NH

Bankers Barclays Bank PLC

1 Church Street Peterborough PE1 1EZ

Solicitors Buckles Solicitors LLP

**Grant House** 

101 Bourges Boulevard

Peterborough PE1 1NG

Investment managers Barratt & Cooke

5 Opie Street Norwich Norfolk NR1 3DW

Valuers and land agents Stephen Knipe & Co

1a Abbey Road

Bourne Lincolnshire PE10 9EE

#### TRUSTEES' REPORT FOR THE YEAR ENDED 5 APRIL 2018

The Trustees present their annual report together with the financial statements for the ended 5 April 2018. The Trustees confirm that the Trustees' report and financial statements of the charity comply with the current statutory requirements, the requirements of the charity's governing document and the provisions of the Statement of Recommended Practice (SORP), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

#### Structure, governance and management

#### a. Constitution

The charity was established by a charitable trust deed dated 18 May 1989.

The trustees who served during the year were:

A A Veasey (deceased 22 April 2017)

C J U Applegate

S G Knipe

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

# b. Method of appointment or election of Trustees

The power of appointing trustees is as set out in the trust deed.

#### **Objectives and Activities**

#### a. Policies and objectives

The trust is a grant making charity, the trustees receiving and responding to written requests for funding.

The charity's objects, as set out in the trust deed, have remained unchanged. The trust fund and the income is to be applied for such charitable purposes as the trustees may from time to time at their absolute discretion think fit, particularly in Leicestershire and Cambridgeshire and with particular regard to the preservation of wildlife, the environment, the advancement of religion and the preservation of rural church fabric.

The trustees have paid due regard to guidance on public benefit issued by the Charity Commission in deciding what activities the charity should undertake.

The grants paid out during the year are set out in notes 4 and 5 of the accounts.

#### Achievements and performance

### Financial review

#### a. Review

The total incoming resources for the year were £122,040 compared with £115,766 for the year ended 5 April 2017.

Charitable grants during the year totalled £112,000 (2017 - £88,000) to 37 (2017 - 38) institutions.

# TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 5 APRIL 2018

There was a net decrease after realised and unrealised gains on investments and properties of £42,679 resulting in total funds of £5,259,557 at 5 April 2018.

#### b. Reserves policy

The funds, all of which are unrestricted, are apportioned between expendable endowment and income. Although both are expendable, the trustees consider the balance on the income account to be a free reserve available for distribution as grants but do not, as a matter of policy, treat the expendable endowment as distributable. They regularly review the manner in which the income fund may be applied in accordance with the objectives of the charity.

#### c. Investments

Investments comprise freehold properties and listed investments which are considered to have a medium level of risk.

The trustees engage a firm of valuers and land agents to advise on the property portfolio and to value the properties every five years. Interim valuations are performed when there are indications of a significant change in the value of the properties. The latest full valuation was carried out at 5 April 2016 and resulted in an unrealised gain of £419,750 in that year. Rents receivable for the year ended 5 April 2018 totalled £59,492 (2017 - £58,456).

Listed investments are reviewed in conjunction with the stockbrockers on a regular basis. At the end of the financial year, the market value of the investment portfolio was £1,331,686, excluding uninvested cash, compared with £1,344,400 at the end of the previous year. There was a net loss on listed investments amounting to £35,564, compared with a net gain of £204,197 the previous year. Income from listed investments was £60,168 compared to £55,280 in the previous year.

#### d. Going concern

After making appropriate enquiries, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements.

#### Trustees' responsibilities statement

The Trustees are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and regulations..

The Charities Act 2011 requires the Trustees to prepare financial statements for each financial year. The trustees have to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law), including FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland. The trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP (FRS 102);
- make judgements and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

# TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 5 APRIL 2018

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Trustees, on

and signed on their behalf by:

C J U Applegate Trustee

#### INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 5 APRIL 2018

#### Independent Examiner's Report to the Trustees of The Jack Patston Charitable Trust

I report on the financial statements of the charity for the year ended 5 April 2018 which are set out on pages 7 to 17.

Your attention is drawn to the fact that the charity's trustees have prepared the charity's accounts in accordance with the Statement of Recommended Practice 'Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) issued in May 2014 in preference to the Statement of Recommended Practice 'Accounting and Reporting by Charities: Statement of Recommended Practice (revised 2005)' issued in April 2005 which is referred to in the Charities (Accounts and Reports) Regulations 2008 but has been withdrawn. I understand that the charity's trustees have done this in order for the charity's accounts to give a true and fair view in accordance with United Kingdom Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

This report is made solely to the charity's Trustees, as a body, in accordance with regulations made under section 154 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's Trustees as a body, for my work, for this report, or for the opinion I have formed.

#### Respective Responsibilities of Trustees and Examiner

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

It is my responsibility to:

- examine the financial statements under section 145 of the Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Act; and
- state whether 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 comparison of the financial statements with the accounting records kept by the charity. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from you as 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 financial statements present a 'true and fair view' and the report is limited to those matters set out in the statement below.

# INDEPENDENT EXAMINER'S REPORT (continued) FOR THE YEAR ENDED 5 APRIL 2018

# **Independent Examiner's Statement**

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

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with section 130 of the Act; and
  - to prepare financial statements which accord with the accounting records, and to comply with the applicable requirements concerning the form and content of financial statements set out in the Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

Signed: Dated:

Christopher Frostwick ACA

Grant Thornton UK LLP Chartered Accountants Leicester

# STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 5 APRIL 2018

	Note	Unrestricted income funds 2018	Endowment funds 2018	Total funds 2018 £	Total funds 2017 £
Income from:					
Investments	2	122,040	-	122,040	115,766
Total income:		122,040	-	122,040	115,766
Expenditure on:					
Raising funds	3	5,435	-	5,435	6,077
Charitable activities: Direct costs - grants Support costs	4/5	112,000 16,720	-	112,000 16,720	88,000 15,146
Total expenditure		134,155	-	134,155	109,223
Net (expenditure) / income before investment (losses) / gains Net (losses) / gains on investment assets	9	(12,115) -	(30,564)	(12,115) (30,564)	6,543 204,215
Net (expenditure) / income before other recognised gains and losses		(12,115)	(30,564)	(42,679)	210,758
Net movement in funds		(12,115)	(30,564)	(42,679)	210,758
Reconciliation of funds: Total funds brought forward		77,111	5,225,125	5,302,236	5,091,478
Total funds carried forward		64,996	5,194,561	5,259,557	5,302,236

The notes on pages 9 to 17 form part of these financial statements.

# BALANCE SHEET AS AT 5 APRIL 2018

	Note	£	2018 £	£	2017 £
Fixed assets					
Investment property	8		3,786,250		3,786,250
Investments	9		1,331,686		1,344,400
			5,117,936		5,130,650
Current assets					
Debtors	10	84,184		108,780	
Cash at bank and in hand		75,645		129,597	
	-	159,829	•	238,377	
<b>Creditors:</b> amounts falling due within one year	11	(18,208)		(66,791)	
Net current assets	-		141,621		171,586
Net assets			5,259,557		5,302,236
Charity Funds					
Endowment funds	12		5,194,561		5,225,125
Unrestricted income funds	12		64,996		77,111
Total funds			5,259,557		5,302,236

The financial statements were approved by the Trustees on

and signed on their behalf, by:

# C J U Applegate

The notes on pages 9 to 17 form part of these financial statements.

#### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 5 APRIL 2018

#### 1. Accounting Policies

#### 1.1 Basis of preparation of financial statements

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and Charities Act 2011.

The Jack Patston Charitable Trust constitutes a public benefit entity as defined by FRS 102.

The financial statements are presented in Sterling (£).

#### 1.2 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

#### 1.3 Income

Rent receivable is recognised during the period to which it relates.

Investment income is recognised when received.

#### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 5 APRIL 2018

#### 1. Accounting Policies (continued)

#### 1.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measure reliably.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated to the applicable expenditure headings.

Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management carried out at Headquarters.

Costs of generating funds are costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.

Charitable activities and Governance costs are costs incurred on the charity's educational operations, including support costs and costs relating to the governance of the charity apportioned to charitable activities.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

#### 1.5 Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance sheet date, unless fair value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and shown in the heading 'Gains/(losses) on investments' in the Statement of financial activities.

### 1.6 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

#### 1.7 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

# 1.8 Cash at Bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

#### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 5 APRIL 2018

# 1. Accounting Policies (continued)

# 1.9 Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any discounts due.

#### 1.10 Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

#### 2. Investment income

	Unrestricted			
	income	Endowment	Total	Total
	funds	funds	funds	funds
	2018	2018	2018	2017
	£	£	£	£
Rental income	59,492	-	59,492	<i>58,456</i>
Income from listed investments	60,168	-	60,168	55,280
Interest received	104	-	104	47
Wayleaves	2,276	-	2,276	1,983
	122,040	-	122,040	115,766
Total 2017	115,766		115,766	
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# NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 5 APRIL 2018

# 3. Raising funds

	Unrestricted income funds 2018 £	Endowment funds 2018	Total funds 2018 £	Total funds 2017 £
Land agents' charges - rental collection				
commission Land agents' fees - land and property	4,504	-	4,504	4,277
administration	-	-	-	1,080
Other costs	383	-	383	302
Property insurance	434	-	434	418
Investment manager's fee	114	-	114	-
	5,435	-	5,435	6,077
Total 2017	6,077		6,077	

# 4. Analysis of expenditure on charitable activities

	Unrestricted income funds 2018 £	Endowment funds 2018 £	Total funds 2018 £	Total funds 2017 £
Direct costs - Grants (Note 5) Support costs - Solicitors' fees Support costs - Other costs Support costs - Accountants' fees	112,000 12,886 1,190 2,644 128,720	- - - -	112,000 12,886 1,190 2,644 128,720	88,000 11,636 1,170 2,340 103,146
Total 2017	103,146	-	103,146	

Other costs include governance costs made up of independent examination fees of £1,190 (2017 - independent examination fee - £1,170)

# NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 5 APRIL 2018

# 5. Schedule of grants

5	
	2018 £
All Caintal Church Cattanham	
All Saints' Church Cottenham All Saints' Church, Cossington	3,000 3,000
All Saints' Church, Tilbrook	3,000
All Saints' Church, Wilbarston	2,500
Bat Conservation Trust	3,000
Bumblebee Conservation Trust	3,000
Butterfly Conservation	2,000
Derbyshire, Leicestershire and Rutland Air Ambulance	2,000
Dove Cottage Day Hospice	2,000
Leicestershire & Rutland Wildlife Trust	3,000
Leicestershire Historic Churches Trust	5,000
National Churches Trust	2,500
Peterborough Cathedral (2 grants)	6,000
RNIB (2 grants)	3,500
RSPB	4,000
St Andrew's Church, Great Easton	3,000
St Andrew's Church, North Kilworth	3,000
St Denys' Church, Goadby Marwood	3,000
St Edith's Church, Orton on the Hill	3,000
St James' Church, Little Paxton	3,000
St James The Greater Church, Little Dalby	2,500
St John the Baptist Church, Cold Overton	3,000
St Laurence's Church, Measham	2,000
St Mary and the Holy Host of Heaven Church, Cheveley	2,000
St Mary's Church, Burrough on the Hill	3,000
St Mary's Church, Comberton	2,500
St Michael and All Angels' Church, Croft	3,000
St Michael and All Angels' Church, Diseworth	3,000
St Peter and St Paul's Church, Preston	3,000
St Peter's Church, Belton-in-Rutland	3,000
St Peter's Church, Church Langton	2,500
St Swithun's Church, Great Chishill	3,000
Sue Ryder (Thorpe Hall) (2 grants)	6,000
The Countryside Restoration Trust	3,000
The Soil Association	2,500
The Wildlife Trust for Bedfordshire, Cambridgeshire and Northamptonshire	2,500
The Woodland Trust	2,500
Leicester Hospitals Trust	500
Total	112,000

All grants paid in the year were to institutions (2017 - All grants paid were to institutions).

# 6. Independent Examiner's remuneration

The Independent Examiner's remuneration amounts to an Independent Examination fee of £1,190 (2017 - £1,170), and bookkeeping fees of £2,644 (2017 - £2,340).

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 5 APRIL 2018

#### 7. Staff costs

The charity has no employees other than the Trustees, who did not receive any remuneration (2017 - £NIL). Expenses of £243 (2016 - £135) were reimbursed.

No employee received remuneration amounting to more than £60,000 in either year.

# 8. Investment property

Freehold investment property £
3,786,250 ————
3,097,000
689,250
3,786,250

The freehold investment properties were valued at market value based on existing use by Stephen Knipe & Co as at 5 April 2016. Stephen Knipe, a trustee, is a valuer and land agent at Stephen Knipe & Co. No valuation has taken place as at 5 April 2018. The trustees do not consider that there would be a material difference and consider the 2018 valuations above to be at market value on an existing use basis.

# NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 5 APRIL 2018

#### 9. Fixed asset investments

	Listed securities £
Market value	
At 6 April 2017	1,344,400
Acquisitions at cost	228,753
Disposals at opening market value	(208,512)
Revaluations	(32,955)
At 5 April 2018	1,331,686

The historical cost of fixed asset investments held at 5 April 2018 is £1,156,847 (2017 - £1,088,820).

# 10. Debtors

		2018 £	2017 £
	Trade debtors (rents) Other debtors (dividend income held by Stock Brokers)	29,334 54,850	29,295 79,485
		84,184	108,780
11.	Creditors: Amounts falling due within one year		
		2018 £	2017 £
	Other creditors (Buckles and Stephen Knipe & Co) Accruals and deferred income	14,998 3,210	13,671 53,120
		18,208	66,791

# NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 5 APRIL 2018

# 12. Statement of funds

Statement	of funds	- current vear
Statement	oi iunas	- current vear

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	Balance at 6 April 2017 £	Income £	Expenditure £	Gains / (Losses) £	Balance at 5 April 2018 £
Unrestricted funds					
Unrestricted income fund	77,111	122,040	(134,155)		64,996
Endowment funds					
Endowment Funds	5,225,125			(30,564)	5,194,561
Total of funds	5,302,236	122,040	(134,155)	(30,564)	5,259,557
Statement of funds - prior year					
	Balance at 6 April 2016 £	Income £	Expenditure £	Gains / (Losses) £	Balance at 5 April 2017 £
Unrestricted funds					
Unrestricted income fund	70,568	115,766	(109,223)	-	77,111
	70,568	115,766	(109,223)	-	77,111
Endowment funds					
Endowment Funds	5,020,910	-	-	204,215	5,225,125
	5,020,910			204,215	5,225,125
Total of funds	5,091,478	115,766	(109,223)	204,215	5,302,236

#### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 5 APRIL 2018

# 13. Analysis of net assets between funds

#### Analysis of net assets between funds - current year

	Unrestricted income funds 2018 £	Endowment funds 2018	Total funds 2018 £
Fixed asset investments Investment property Current assets Creditors due within one year	- 83,204 (18,208)	1,331,686 3,786,250 76,625	1,331,686 3,786,250 159,829 (18,208)
	64,996	5,194,561	5,259,557
Analysis of net assets between funds - prior year			
	Unrestricted income funds	Endowment funds	Total funds
	2017 £	2017 £	2017 £
Fixed asset investments Investment property Current assets Creditors due within one year	- 143,902 (66,791)	1,344,400 3,786,250 94,475	1,344,400 3,786,250 238,377 (66,791)
	77,111	5,225,125	5,302,236

# 14. Related party transactions

Mr Applegate, a trustee, is a partner in Buckles Solicitors. During the year Buckles Solicitors charged the trust £12,886 (2017 - £11,636). At the year end £12,886 (2017 - £11,636) was owed to Buckles Solicitors.

Mr Knipe, a trustee, is a valuer and land agent at Stephen Knipe & Co. During the year Stephen Knipe & Co charged the trust £4,504 (2017 - £5,357) for rent commission and professional services. At the year end £2,112 (2017 - £2,035) was owed to Stephen Knipe & Co.