



Section A

Independent Examiner's Report

Report to the trustees/ members of	Charity Name Haddenham Beer Festivals Trust		
On accounts for the year ended	31 December 2018	Charity no (if any)	1136844
Set out on pages	1 (remember to include the page numbers of additional sheets)		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 December 2018.

**Responsibilities and basis of report** 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").

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.

**Independent  
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

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

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.

*\* Please delete the words in the brackets if they do not apply.*

Signed: Whitley Stimpson Ltd Date: 11/4/19

Name: Whitley Stimpson

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

Address: 29-31 Castle St  
High Wycombe  
Bucks HP13 6RU

**TRUSTEES ANNUAL REPORT & ACCOUNTS**  
**YEAR ENDING 31 December 2018**



**HADDENHAM BEER FESTIVALS TRUST**

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## HADDENHAM BEER FESTIVALS TRUST

### TRUST INFORMATION

Status	A Charitable Trust Registration Number 1136844
Trustees	Mr C. Young, Chairman Mrs N. Reed (nee Young), Secretary Mr M. Broughton, Treasurer Mr P. Summerskill Mr D. Finch Mr J. Robinson Mrs Kirsty Towersey (nee Morris)
Registered Address	14 Longwall Haddenham Bucks HP17 8DL
Independent Examiner	Mr J Walton Whitley Stimpson Ltd Chartered Accountants 29-31 Castle Street High Wycombe Bucks HP13 6RU
Bankers	Lloyds Bank, Market Square, Aylesbury, PO Box 1000, BX1 1LT
Contact Details	Website: <a href="http://www.haddenham-beer-festival.co.uk">www.haddenham-beer-festival.co.uk</a> Email: <a href="mailto:haddenhambeerfestival@gmail.com">haddenhambeerfestival@gmail.com</a> Postal: 14 Longwall, Haddenham, Bucks. HP17 8DL



## **Board of Trustees Report**

The trustees present their annual report and financial statements of the charity for the year ended 31 December 2018. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's trust deed, the Charities Act 2011 and the Statement of Recommended Practice: Accounting and Reporting by Charities published in 2005.

### **Structure, governance and management**

The Trust is a registered charity, number 1136844, and is constituted under a trust deed dated 9 November 2009 and subsequently amended 13 June 2010. The Trust was established to organise fund raising events and distribute surpluses to the benefit of the local communities of Haddenham and surrounding areas. Currently seven trustees constitute the Board of Trustees. New trustees are appointed by the existing trustees and serve for five years after which they may put themselves forward for re-appointment. The Trust Deed provides for a minimum of 5 trustees.

The Trustees meet three times per year. At these meetings the trustees agree the strategy and areas of activity for the Trust, including consideration of grant making, investment, reserves and risk management policies and performance.

A separate larger committee plans and operates the fundraising events; some trustees are also members of this committee.

### **Objects**

To further such purposes as are exclusively charitable according to the laws of England & Wales as the trustees may from time to time determine for the public benefit of the communities of Haddenham in Buckinghamshire and surrounding areas.

### **How the Charity achieves its objectives.**

The Charity raises funds by holding two community festivals each year in the village of Haddenham in Bucks. These festivals are funded through donations from local businesses and sales on the day of each festival. The overheads of the Charity are kept to a minimum, which allows the majority of the surpluses from the two festivals to be distributed to the local communities.

The largest of the festivals is held in the summer and normally attracts in excess of 3,500 visitors who enjoy the varied choice of ales, lagers, wines and ciders alongside music, food and entertainment.

The second festival is in Winter which attracts 1000+ visitors to sample the winter ales, ciders and wines on offer as well as seasonal stalls, food and music.

Each of these festivals are organised by a voluntary committee from the village who call upon a great deal of assistance from the villagers themselves. Hence our charity motto "For the Community: By the Community"

The Board of Trustees manages the Charity; many of whom are also involved in the organising of the events. The Trustees hold their meetings separately from the organising committees and the Trustees agree all festival plans and expenditure before commitment.

The surpluses from these events less the Charity overheads create the funds that are made available to distribute to the Community. This distribution takes the form of Grants that are applied for by community groups on behalf of their members. Applications are welcomed from all community groups and submitted for consideration through a standard application process accessed through the charity website. All applications are reviewed and decided upon at one of three Trustee meetings per year. The availability of these Grants are publicised throughout the communities covered by the Charity via newspapers, local publicity, the Charity's website and at the festivals themselves. The Grants are available to all communities within the Charity's catchment area of Haddenham and surrounding areas as long as they meet the criteria described in the Charity's Objects and the Charity has the resources available at that time.

Once Grants have been agreed or rejected by the Trustees, the Chairman of the Trustees advises all applicants in writing and the funds are reserved for twelve months within the Charity awaiting the successful applicants to claim.

The Trustees aim to ensure that all sectors of the local communities benefit from the Grants that are made. Most Grants have been of a small to medium sized nature although it is clear that as local and national governmental support for local amenities diminishes, the call on the Charity to support larger more fundamental community causes increases. Whilst wishing to support local amenities that may otherwise be lost to the communities the Trustees continue to recognise the need to help smaller local groups who support the advancement of their communities.

### **The year ending 31 December 2018**

This is the seventh full year of the Charity's existence and the Trustees are very pleased to report the following summary of activities.

### **Fund Raising and Expenditure (all figures in thousands)**

During the year the Charity held festivals on Saturday 7 July 2018 and Saturday 8 December 2018. Surpluses from these festivals totalled £31.5k (LY£32.5) and Grants were paid to the value of £23k (LY£23.6k). £18.4k (LY£15.6k) Grants were committed and reserved for future payment. During the year overheads including storage and updates to our website (£2.3k) totalled £3.7k (LY£4.1k).



The Charity does not employ any staff and relies completely on volunteer Trustees, Committee Members and staff helping plan, prepare and work on the day. The only payments made to individuals are the reimbursement of direct expenses paid out in carrying out their duties.

The above activities during the year resulted in a increase in cash balances of £4.9k to £39.2k. Cash in Bank is the only asset of the Charity as a cash accounting policy is employed to record the financial transactions and all acquisitions are written off in the year of purchase. Amounts owed (incl. unpaid grants as above) total £19.3k as noted above leaves £19.8k of funds available to cover further Grants and overheads.

Each of our festivals has a significant element of outside activity and therefore the weather is an important factor in the success of each event. The organising committee take significant steps to mitigate the effect of bad weather but even so there is a high likelihood of reduced income if the weather is not kind. This year the weather was good at each of the festivals and the level of trading reflected this.

### **Grant Making**

Each of the applications for Grants was reviewed against the criteria set out in the Charity's Objects and on an equal footing. The Trustees paid 31 individual Grants during the year. These Grants totalled £23k.

An analysis of the groups benefitted by Grants shows the following:

#### **Age Group**

Children	37%
Youth	3%
Adult	5%
Elderly	8%
Non-age specific Groups (i.e. all ages benefit from Grant))	47%

#### **Type**

Community Groups & Facilities	19%
Sports & Leisure	31%
Education (extra curricula)	34%
Specific Projects with other Charities	16%

#### **Communities**

Haddenham, Thame & Surrounding Villages	75%
Other Communities benefit from Grant	25%

A full list of Grants paid in the year is listed below:

ICKFORD PRE SCHOOL	995
ROTARY CLUB THAME	256
HADD VILLAGE HALL	133
HADD YOUTH THEATRE	600
HADD COMMUNITY JNR SCHL	3,225
HADD INFANT SCHOOL	1,000
FRIENDS OF THAME CITIZENS ADVICE BUREAU	1,500
HADD INFANT SCHOOL	850
HADD MUSEUM TRUST	457
DINTON CRICKET CLUB	1,000
THAME CRICKET CLUB	850
HADD FISH SCHEME	250
HADD INFANTS SCHOOL	300
HADD YOUTH CRICKET CLUB	1,003
HADD YOUTH FC	50
ABBEYFIEDS CARE HOME	1,000
HADD HOPEFULS	100
STONE SAUSAGE & BEER FESTIVAL	125
AYLESBURY HOSPITAL RADIO	2,000
TURN END TRUST	500
ST MARY'S PCC	3,000
HADD SCREEN	600
HADD VILLAGE SOCIETY	89
SCANAPPEAL	600
HADD ST MARYS SCHOOL	1,000
HADD VILLAGE SOCIETY	369
BLOODWISE FUNDRAISER	170
KIDZ MUSIC SCHOLARSHIP	450
CUDDINGTON SUNSHINE CLUB	500

All of the above is achieved through the commitment of all who volunteer their time and services to ensure the festivals are run safely and effectively. Without those volunteers the Charity would not exist, the Trustees wish to thank all those people and companies who support the festivals as well as those people who attend the festivals and make them the success they have been this year.

### **Plans for the New Year**

It is the intention of the Trustees to continue with the tried and tested business plan, strategy and festival format on which the Charity is run and look forward to another successful year of fund raising to support the local communities using existing application and review processes.



The Trustees recognise that the current economic environment continue to place considerable pressure on the disposable income of both individuals and organisations. It is the trustees aim to maintain current levels of sponsorship and income from the festivals by continuing to engage the members of the community and organisations in the charity's activities and objectives.

### **Risk Management**

All major third party risks are insured and any contractual risks are reviewed before being entered into to assess whether they significantly impact upon the Charity's ability to fulfil its objectives. A formal Risk Analysis is undertaken in line with Health & Safety requirements before each festival by the Trustees and Organising Committee, volunteers are briefed before each festival on areas of risk and procedures to mitigate.

### **Related Transactions**

During the year the Charity entered into related party transactions with Purple Frog Digital Ltd £13.2K, and Festival Spirits £1.0K who provided services to HBFT. These were provided at less than market value in both cases.

### **Statement of Trustees Responsibilities**

Charity law requires the Trustees to prepare accounts for each financial year that give a true and fair view of the state of affairs of the Charity and of the profit and loss of the Charity for that period. In preparing these accounts, the Trustees are required to:

Select suitable accounting policies and then apply them consistently.

Make adjustments and estimates that are reasonable and prudent.

Prepare the accounts on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

The Trustees are responsible for keeping adequate accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and to enable them to ensure that the accounts comply with the Charities Acts. 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. The Trustees confirm that the accounts comply with current statutory requirements and those of the Charity's trust deed.

**Approved by the Board of Trustees on:**

**And signed on its behalf by:**

**Chris Young, Chairman**







Haddenham Beer Festivals Trust	1136844
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**Receipts and payments accounts**

For the period from	Period start date 01-Jan-18	To	Period end date 31-Dec-18
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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 £
<b>A1 Receipts</b>					
Summer Festival	- 76,497	-	-	- 76,497	- 76,413
WinterFest	- 21,194	-	-	- 21,194	- 18,531
Other Income	- 17	-	-	- 17	- 17
Sponsorship & Donations	- 17,195	-	-	- 17,195	- 14,840
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>- 114,903</b>	<b>-</b>	<b>-</b>	<b>- 114,903</b>	<b>- 109,802</b>
<b>A3 Payments</b>					
Summer Festival	62,655	-	-	62,655	57,252
WinterFest	20,743	-	-	20,743	20,061
General	3,672	-	-	3,672	4,067
Grants Paid	22,972	-	-	22,972	23,604
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>110,043</b>	<b>-</b>	<b>-</b>	<b>110,043</b>	<b>104,983</b>
<b>Net of receipts/(payments)</b>	<b>4,860</b>	<b>-</b>	<b>-</b>	<b>4,860</b>	<b>4,819</b>
<b>A6 Cash funds last year end</b>	<b>34,312</b>	<b>-</b>	<b>-</b>	<b>34,312</b>	<b>29,493</b>
<b>Cash funds this year end</b>	<b>39,172</b>	<b>-</b>	<b>-</b>	<b>39,172</b>	<b>34,312</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>				
	Lloyds Bank Current Account	2,201	-	-
	Lloyds Bank Deposit Account	36,965	-	-
	Lloyds Bank Receipts Account	2	-	-
	Metro Bank	5	-	-
	<b>Total cash funds</b>	<b>39,172</b>	<b>-</b>	<b>-</b>
	<small>(sign or balance sheet receipts and payments account(s))</small>	OK	OK	OK
<b>B5 Liabilities</b>				
	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Winterfest Costs	U/R Funds	500	
	Grants agreed but not Paid	U/R Funds	18,352	
	Audit Fee	U/R Funds	500	
			19,352	

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

Martyn Broughton  
Chris Young

Date of approval

3/4/19  
3/4/19