

**THE MITCHELL CITY OF LONDON EDUCATIONAL FOUNDATION  
CHARITY NO: 312499**

**FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2019**

**ARMSTRONG ROGERS & CO  
Accountants  
LEOMINSTER**

# **THE MITCHELL CITY OF LONDON EDUCATIONAL FOUNDATION**

## **GENERAL INFORMATION**

The Mitchell City of London Educational Foundation is a Charity registered with the Charity Commissioners for England and Wales.

### **CHAIRMAN**

**P Borrowdale**

### **TRUSTEES**

**Appointed by the Lord Mayor, Aldermen and Commons of the City of London:**

**J Fletcher  
Miss M Fredericks  
T Hoffman  
I Seaton**

**Appointed by the governing body of Christ's Hospital:**

**D H Payne (Resigned June 2018)  
C Lintott (Appointed September 2018)  
Rev'd Dr D Standen**

**Head teachers of City of London School and City of London School for Girls:**

**A Bird  
Mrs E Harrop**

**Co-opted Trustees appointed by Resolution of the Trustees:**

**Ms P Beevers  
P Borrowdale  
M Chesterton  
R East  
J Kean  
C Link  
J Marshall  
Mrs E Martin  
Ms H Mulcahy**

**Appointed by the Senate of the University of London:**

**D Winter**

**Appointed by the Council of the City and Guilds of London Institute:**

**A Cornwell**

### **CLERK TO THE TRUSTEES:**

**Mrs L Jordan**

### **INDEPENDENT EXAMINER:**

**S Hardwick  
Armstrong Rogers & Co  
45 Etnam Street  
Leominster  
Herefordshire  
HR6 8AE**

### **PRINCIPAL ADDRESS:**

**24 Station Lane  
Holme on Spalding Moor  
York  
YO43 4AL**

# **THE MITCHELL CITY OF LONDON EDUCATIONAL FOUNDATION**

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# THE MITCHELL CITY OF LONDON EDUCATIONAL FOUNDATION

## TRUSTEES' REPORT YEAR ENDED 31 MARCH 2019

The Trustees of the Mitchell City of London Educational Foundation present their annual Report and independently examined Accounts for the year ended 31 March 2019

### OBJECTS AND ACTIVITIES

The principal object of the Charity is to provide bursaries and grants to pupils attending City Schools or other schools when the applicants have the City of London qualification of residence or work in the City.

The Trustees have complied with the duty in section 4 of the Charities Act 2011 to have due regard to guidance published by the Commission concerning public benefit.

### MANAGEMENT AND GOVERNANCE ARRANGEMENTS

The Charity's Scheme provide for a maximum of nineteen Trustees. Trustees are appointed for a period of five years. The Trustees are appointed as set out under general information on page (ii).

The Trustees have assessed the major risks to which the Charity is exposed, in particular those related to operations and finances, and are satisfied that systems are in place to mitigate the Charity's exposure to the major risks.

### FINANCIAL REVIEW

The Investment Income of the Charity amounted to £37,123 (2018: £36,572), additional interest income totalled £94 (2018: £34). The expenditure for the year totalled £98,172 (2018: £79,185).

At 31 March 2019, the market value of the Charity's portfolio was £1,132,054 (2018: £1,049,258) an increase of £82,796 for the 12 months.

The Trustees will continue with an equity-biased approach through the COIF Charities Investment Fund, which they believe remains appropriate for long term funds seeking sustainable income. The COIF Charities Investment Fund is managed by CCLA.

### RESERVES POLICY

The Charity's reserves comprise two parts. The first derives from the unrealised gains arising from the excess of the market values of investments over their original costs. The second part represents the accumulated result of realised gains and net surpluses on resources, as follows:

	2019 £	2018 £
Investments at market value (Note 1 to the accounts)	1,132,054	1,049,258
Investments at cost (Note 1 to the accounts)	338,230	338,230
	<hr/>	<hr/>
	793,824	711,028
Realised gains and accumulated surpluses	364,832	365,861
	<hr/>	<hr/>
Total reserves, comprising Funds shown on the Balance Sheet	1,158,656	1,076,889

# **THE MITCHELL CITY OF LONDON EDUCATIONAL FOUNDATION**

## **TRUSTEES' REPORT YEAR ENDED 31 MARCH 2019**

### **RESERVES POLICY (continued)**

The level of reserves should be sufficient to support investment in approved securities and the investments should produce income adequate to cover the committed direct charitable expenditure and management and administration of the Charity.

Reserves at 31 March 2019 are at an appropriate level to maintain the investment portfolio.

### **ACHIEVEMENTS AND PERFORMANCE OF THE CHARITY**

#### **SIXTH FORM BURSARIES**

During 2018/2019 16 (2017/2018: 10) students in their first year of "A" level/IB study received a sixth form bursary and 12 (2017/2018: 11) students in their second year.

#### **SINGLE PARENT FAMILY GRANTS**

The Trustees continued to support secondary school pupils from single parent families. During 2018/2019 11 (2017/2018: 9) students received such grants and will be supported to their GCSE examinations.

#### **CHORAL BURSARIES**

During 2018/2019 no choral bursaries were granted (2017/2018: None).

A further 176 (2017/2018: 122) enquiries for awards were responded to but either did not meet the terms of reference of the Charity or were not taken further by the applicant.

The Trustees considered a further 5 (2018/2019: 1) applications for award that were not granted. A further 1 (2017/18: 6) application was withdrawn.

# **THE MITCHELL CITY OF LONDON EDUCATIONAL FOUNDATION**

## **TRUSTEES' REPORT YEAR ENDED 31 MARCH 2019**

### **ANNUAL AWARDS**

The Diploma Award of £2,500 (2018: £2,500) was made to a needy student at Barts and The London Hospital. An award of £2,500 (2018: £2,500) was made to a needy student at the City University London.

### **CHARITY GOVERNANCE CODE**

The Charity has adopted the new charity governance code for smaller charities and have followed the recommended practice where it was considered appropriate.

### **TRUSTEES AND OFFICE**

The present Trustees are shown on page (ii).

### **CLERK**

The duties of Clerk are carried out by Mrs L Jordan.

### **STATEMENT OF TRUSTEES' RESPONSIBILITIES FOR THE FINANCIAL STATEMENTS**

It is the responsibility of Trustees to prepare Financial Statements for each Financial year which give a true and fair view of the state of affairs of the Charity and of income and expenditure of the Charity for that period. In preparing those Financial Statements, the Trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the applicable Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and
- prepare the Financial Statements on the going concern basis unless it is inappropriate to presume that the Charity will continue on such a basis;

The Trustees are responsible for keeping proper accounting records, for safeguarding the assets of the Charity and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### **ACCOUNTS**

The Trustees confirm that the Accounts comply with statutory requirements and governing instruments.

Approved by the Trustees on the  
and signed on their behalf by

P Borrowdale - Chairman

# **THE MITCHELL CITY OF LONDON EDUCATIONAL FOUNDATION**

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE MITCHELL CITY OF LONDON EDUCATIONAL FOUNDATION**

I report on the Accounts of the Charity for the year ended 31 March 2019, which are set out on pages 3 to 6.

### **RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND INDEPENDENT EXAMINER**

The Charity's Trustees are responsible for the preparation of 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 REPORT**

My examination was carried out in accordance with the 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 disclosure in the Accounts, and seeking explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all 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 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 Charities Act; and
- to prepare Accounts which accord with the accounting records and to comply with the accounting requirements of the Charities 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 Accounts to be reached.

**S Hardwick  
Accountant**

45 Etnam Street  
Leominster  
Herefordshire  
HR6 8AE

# **THE MITCHELL CITY OF LONDON EDUCATIONAL FOUNDATION**

## **STATEMENT OF ACCOUNTING POLICIES YEAR ENDED 31 MARCH 2019**

The Financial Statements have been prepared under the historical cost convention as modified by the revaluation of investments and in accordance with the Statement of Recommended Practice, Accounting by Charities.

### **INVESTMENTS**

These are stated at the market value at the Balance Sheet date. Realised and unrealised gains and losses on investments are taken to the Income and Expenditure Account.



# THE MITCHELL CITY OF LONDON EDUCATIONAL FOUNDATION

## STATEMENT OF FINANCIAL ACTIVITIES YEAR ENDED 31 MARCH 2019

	NOTES	2019 £	2018 £
<b>Income and Endowments:</b>			
Investment Income	1	37,123	36,572
COIF Deposit Account Interest		94	34
The Mitchell City of London Charity	2	59,926	59,754
		<hr/>	<hr/>
Total Income and Endowments		97,143	96,360
		<hr/>	<hr/>
<b>Expenditure:</b>			
Expenditure on Charitable Activities:			
Educational Grants		81,050	63,500
		<hr/>	<hr/>
<b>Other Expenditure:</b>	3		
Clerks Fee		12,975	12,450
Annual Meeting		877	792
Printing, Postage & Sundry Expenses		548	503
Telephone		111	97
Travelling Expenses	5	432	426
Insurance		490	383
Professional Fees	6	1,689	1,034
		<hr/>	<hr/>
		17,122	15,685
		<hr/>	<hr/>
<b>Net (Expenditure)/Income Before Gains on Investments</b>		(1,029)	17,175
<b>Gains on Investment Assets</b>			
Realised		-	-
Unrealised		82,796	18,395
		<hr/>	<hr/>
<b>Net Income After Gains on Investments</b>		81,767	35,570
		<hr/>	<hr/>
<b>Net Movement in Funds</b>		81,767	35,570
		<hr/>	<hr/>
Fund Balances Brought Forward		1,076,889	1,041,319
		<hr/>	<hr/>
<b>Fund Balances Carried Forward</b>		1,158,656	1,076,889
		<hr/>	<hr/>

The Accounting Policies and Notes on pages 3 and 6 form an integral part of these Accounts.

**THE MITCHELL CITY OF LONDON EDUCATIONAL FOUNDATION**

**BALANCE SHEET  
31 MARCH 2019**

	NOTES	2019		2018	
		£	£	£	£
<b>FIXED ASSETS</b>					
Investments	1		1,132,054		1,049,258
<b>CURRENT ASSETS</b>					
Cash at Bank and on Deposit		24,396		25,324	
Dividend Income Due		3,094		3,101	
Prepayment - Insurance		250		240	
		<hr/>		<hr/>	
		27,740		28,665	
<b>CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>					
Accountancy Accrual		(1,138)		(1,034)	
<b>NET CURRENT ASSETS</b>		<hr/>	26,602	<hr/>	27,631
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<hr/>		<hr/>
			1,158,656		1,076,889
			<hr/>		<hr/>
<b>FUNDS</b>					
General Fund			1,158,656		1,076,889
			<hr/>		<hr/>

Approved by the Trustees on the  
and signed on their behalf

P Borrowdale  
Chairman

The Accounting Policies and Notes on pages 3 and 6 form an integral part of these Accounts.

# THE MITCHELL CITY OF LONDON EDUCATIONAL FOUNDATION

## NOTES TO THE ACCOUNTS 31 MARCH 2019

### 1. INVESTMENTS - MITCHELL CITY OF LONDON EDUCATIONAL FOUNDATION

	Market Value £	Cost £	2019 Income £	2018 Income £
Special Range Charities Official Investment Fund 73,787 Income Units	1,132,054	338,230	37,123	36,572
	<u>1,132,054</u>	<u>338,230</u>		
Total Investment Income			<u>37,123</u>	<u>36,572</u>

### 2. THE MITCHELL CITY OF LONDON CHARITY

The Education Foundation received income of £59,926 (2018: £59,754) from the Mitchell City of London Charity during the year.

### 3. EXPENDITURE ALLOCATION

Overhead costs are allocated between the Charity (25%) and the Educational Foundation (75%) as agreed at the Trustees' meeting on 9 March 1971.

### 4. APPLICATION OF THE SORP

The Trustees of the Charity have chosen to prepare the Accounts on an accruals basis. The Accounts have therefore been prepared in accordance with the Charities Act 2011, Accounting Regulations and the Statement of Recommended Practice.

In line with the Statement of Recommended Practice, Investments are stated at Market Value.

### 5. TRUSTEES EXPENSES

No Trustee received any remuneration during the year.

Payments to Trustees in reimbursement of their travel expenses amounted to £7 (2018: £13).

### 6. INDEPENDENT EXAMINATION COSTS

Included in Professional Fees is the cost of the Independent Examination of £1,138 (2018: £1,034).