

**W F J BLACKFORD DECEASED TRUST
TRUSTEES' ANNUAL REPORT AND ACCOUNTS
FOR THE YEAR ENDED 5 APRIL 2019**

**W F J BLACKFORD DECEASED TRUST
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YEAR ENDED 5 APRIL 2019**

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**W F J BLACKFORD DECEASED TRUST
REFERENCE AND ADMINISTRATION DETAILS
YEAR ENDED 5 APRIL 2019**

Trustees

I D Penny
A R J Penny

Principal address

2 Market Street
Credton
Devon
EX17 2AL

Independent examiner

Michelle Ferris ACA
Albert Goodman LLP
Goodwood House
Blackbrook Park Avenue
Taunton
Somerset
TA1 2PX

**W F J BLACKFORD DECEASED TRUST
TRUSTEES' ANNUAL REPORT
FOR THE YEAR ENDED 5 APRIL 2019**

The Trustees present their Report for the year ended 5th April 2019

REFERENCE AND ADMINISTRATION DETAILS

Details of the charity's Trustees, advisors and other reference and administration details are given on page 1.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Description of the Charity's governing document

W F J Blackford Trust is governed by a Will dated 5th July 1989, and Probate which was granted on 15th December 2000. The Trust effectively came into being in March 2006 on the sale of the property of the late W F J Blackford. Formal charitable status was achieved on 7th September 2007.

Trustee selection methods

The Trustees were originally the Executors of the late W F J Blackford's Will, as detailed above. They were appointed as Trustees when the Trust effectively came into being upon the disposal of the property, part of the deceased's Estate. There have been no change to the Trustees and the current Trustees are Mr Ian Penny of Veitch Penny LLP and Mr Alex Penny.

OBJECTIVES AND ACTIVITIES

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

W F J Blackford Trust is a Trust that sets out to apply available funds, in such a manner that the Trustees think fit, for or towards the upkeep and repair of the Parish Church of St. John the Baptist in Witheridge, Devon, and also for the maintenance of the graveyard and monuments of the said Church. Through undertaking this ongoing maintenance, the Trust sets out to encourage the occupation and use of the Church as a place of public worship, for the benefit of the Parishioners and the wider community.

Summary of the main activities in relation to these objects

During the course of the year, the Trustees have again taken due regard to the Charity Commission's guidance on public benefits. As previously, most of the expenditure undertaken by the Trustees was in respect of repair work to the Church and general upkeep of the Church grounds. Further consideration has however been given to the scope for longer term works that may be required to safeguard the building and continuation on work within the Bell Tower and ringing chamber. During the course of the year the Trustees have also made available grants to carry out day to day repairs and maintenance.

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The Trustees also took the view that they would seek Counsel's opinion on the remit of the Trust itself, and in January 2019 Counsel confirmed that routine maintenance was within the Trust remit and the Trustees can use either income or capital as necessary. There was however a reminder from Counsel that when carrying out projects within the Church the Trustees should take account of the following:-

1. Whether any action taken has the effect of directly or indirectly maintaining or repairing the Church building (or graveyard as a whole or monuments in the Church).
2. Whether the Trustees consider any other project should take priority over those submitted to them for consideration.
3. Whether the Trust can afford the costs to be incurred.

At the time that this option was given, the Trustees found it extremely helpful and it has been incorporated within the Minutes of the Trust.

Summary of the main achievements of the charity during the year

Ongoing works within the Church have meant that the Trustees have continued to retain relatively large amounts of money on cash deposit, in anticipation that projects would be completed. There had unfortunately been some slippage, particularly with regard to the painting contract which was estimated to cost somewhere in the region of £74,000. Wherever possible, the Trustees looked to strike a balance between Notice Accounts where funds could be retained to earn interest, and current accounts where they were aware that funds would be required shortly. With regard to major projects anticipated, there remained little difference here and the 2018/19 anticipated payments were as follows:-

2018-19 – Anticipated payments

Decorating project – Hyax Preservations	£78,000 (actual £63,000)
Bell tower reserve	£30,000 (actual £10,000)
Professional fees	£15,000 (actual £3,000)

	£123,000 (actual £76,000)

Over and above these main projects there were of course small items.

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Investment Policy

The Trustees confirmed that they have now been registered as a Legal Entity Identifier as this was a requirement with regard to the Direct Equity Portfolio held within the Trust. During the course of the year the Trustees at their regular meetings not only review progress relating to projects in the Church but also the investment criteria which has been adopted for the Trust itself. When taking advice on the underlying investments, they have also taken account of their duty to consider ethical criteria and the returns on the capital holdings are shown below.

There had however been a change during the course of the year, when some monies had been taken from the BNY Mellon holding in order to put £200,000 into the M&G Charifund. This proposal had been put forward to the Trustees for consideration by their Financial Adviser and agreed.

The capital holdings within the investment portfolio now comprise of four major holdings as follows:-

	<u>5.4.18</u>	<u>5.4.19</u>
BNY Mellon	726,521	581,812*
Fidelity	356,117	363,157
Charles Stanley	<u>314,399</u>	<u>319,218</u>
	1,397,037	1,264,187
Cash Holdings	166,624	312,891
	-----	-----
	£1,563,662	£1,577,078

*These figures reflect a one-off withdrawal of £200,000 which was taken from the BNY Mellon holding (pre year end) and invested in the M&G Charifund (post year end). The overall aim with this holding was to increase further the diversification within the investment portfolio.

As previously, it was noted that the main income used by the Trustees for day to day expenditure within the Church is in fact generated by two major holdings within the portfolio i.e the Charles Stanley Direct Equity Portfolio and the BNY Mellon Unit Trust. It was hoped that by diluting the Mellon Newton holding slightly additional income would be generated from the M&G Charifund going forward.

The overall income from capital investments was:-

a) Charles Stanley	£12,851
b) Newton New Growth Fund	£21,323
c) Fidelity	£9,330
d) Interest	£586

Taking into consideration the total capital holdings and cash deposits being held by the Trustees, the overall Risk Profile on monies was still considered to be medium risk and very much in line with their expectations for long term holdings.

**W F J BLACKFORD DECEASED TRUST
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Reserves

As at the 5th April 2019, the Trustees were holding relatively large amounts on cash deposits. In part this was because funds had been set aside by making a withdrawal from the Newton/Mellon holding in order to reinvest with M&G. The overall cash balance on reserve therefore net of this figure stood at £112,891. The reserve has been maintained in order to not only cover day to day expenditure incurred within the Church, but more importantly in anticipation of progress on major projects within the Church which again have not materialised as anticipated during the course of the year.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the 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 the income and expenditure 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;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material 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 in business.

The trustees are responsible for maintaining proper accounting records which 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/constitution. 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.

Declaration

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

Signed on behalf of the charity's trustees

I D Penny

Date: 29 January 2020

**INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF W F J BLACKFORD DECEASED TRUST
FOR THE YEAR ENDED 5 APRIL 2019**

Independent examiner's report to the trustees of W F J Blackford Deceased Trust

I report to the trustees on my examination of the accounts of the W F J Blackford Deceased Trust ('the Trust') for the year ended 5 April 2019.

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 all 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Michelle Ferris ACA
Albert Goodman LLP
Goodwood House
Blackbrook Park Avenue
Taunton
Somerset
TA1 2PX

Date: 30 January 2020

**W F J BLACKFORD DECEASED TRUST
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 5 APRIL 2019**

	Note	Unrestricted Funds 2019 £	Unrestricted Funds 2018 £
Income			
Investment income:			
Bank interest		6,240	5,973
Dividends received		37,850	39,201
Total income		<u>44,090</u>	<u>45,174</u>
Expenditure			
Raising funds	2	6,241	4,789
Charitable activities	3	96,032	17,371
Total expenditure		<u>102,273</u>	<u>22,160</u>
Net income/(expenditure) before investment gains/(losses)		(58,183)	23,014
Unrealised gains/(losses) on investments		63,122	2,368
Net movements in funds		4,939	25,382
Total funds brought forward		1,562,435	1,537,053
Total funds carried forward		<u><u>1,567,374</u></u>	<u><u>1,562,435</u></u>

**W F J BLACKFORD DECEASED TRUST
BALANCE SHEET
AS AT 5 APRIL 2019**

	Note	2019 £	2018 £
Fixed assets			
Investments	4	1,264,187	1,397,037
Current assets			
Debtors and prepayments	5	3,704	4,836
Cash at bank and in hand		312,891	166,624
		<u>316,595</u>	<u>171,460</u>
Creditors: amounts falling due within one year	6	<u>(13,408)</u>	<u>(6,062)</u>
Net current assets		303,187	165,398
Net assets		<u><u>1,567,374</u></u>	<u><u>1,562,435</u></u>
Represented by:			
Unrestricted funds		<u><u>1,567,374</u></u>	<u><u>1,562,435</u></u>

The accounts were approved by the Trustees on 29 January 2020.

I D Penny
On Behalf of the Board of Trustees

**W F J BLACKFORD DECEASED TRUST
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 5 APRIL 2019**

1 Accounting policies

Basis of accounting

The financial statements have been prepared in £ sterling on the historical cost basis and in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice 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) – (Charities SORP (FRS 102)).

The charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

Income

These are included gross of related expenditure in the Statement of Financial Activities ('SoFA') when the charity becomes entitled to the resources, is virtually certain they will receive the resources, and can measure the monetary value with sufficient reliability.

Investment income is recognised on a receivable basis.

Investment gains and losses include any gain or loss on the sale of investments, and any gain or loss resulting from revaluing investments to market value at the end of the year.

Income from tax reclaims are included in the SoFA at the same time as the interest to which they relate.

Expenditure

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include costs of the preparation and examination of the statutory accounts, the costs of trustee meetings and the cost of any legal advice to trustees on governance or constitutional matters.

Fixed asset investments

Investments are recognised initially at fair value which is normally the transaction price (but excludes any transactions costs). Subsequently, investments are held at market value, with all realised and unrealised gains and losses passing through the SoFA.

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NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 5 APRIL 2019**

Accounting policies (continued)

Realised gains and losses

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and opening market value (or purchase date if later). Unrealised gains and losses are calculated as the difference between the market value at the year end and opening market value (or purchase date if later). Realised and unrealised gains are not separated in the Statement of Financial Activities.

Debtors

Trade debtors and other debtors are recognised at the settlement amount due.

Cash at bank and in hand

Cash at bank and in hand comprise of cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Creditors

Creditors and provisions are recognised where the Trust 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 recognised at their settlement amount.

Taxation

The Trust is a registered charity and is exempt from taxation on its income and gains where they are applied for charitable purposes. The Trust's tax exempt status was confirmed by H M Revenue & Customs on 6 August 2009.

Fund accounting policy

All funds held by the Trust are:-

- Unrestricted – these funds can be used in accordance with the charitable objectives at the discretion of the trustees.

**W F J BLACKFORD DECEASED TRUST
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 5 APRIL 2019**

2	<u>Raising funds</u>	2019	2018
		£	£
	<u>Investment management costs</u>		
	Financial advice	1,363	-
	Portfolio management charges	4,878	4,789
		<u>6,241</u>	<u>4,789</u>
		<u><u>6,241</u></u>	<u><u>4,789</u></u>
3	<u>Charitable activities</u>	2019	2018
		£	£
	Repairs to Church	74,029	462
	Repairs to grounds and monument	9,239	7,345
	Architects	3,333	1,327
	Insurance	511	471
	Governance costs	8,920	7,766
		<u>96,032</u>	<u>17,371</u>
		<u><u>96,032</u></u>	<u><u>17,371</u></u>
	Included within Governance costs	2019	2018
		£	£
	Legal charges	7,440	6,000
	Accountancy	1,000	1,286
	Independent examination	480	480
		<u>8,920</u>	<u>7,766</u>
		<u><u>8,920</u></u>	<u><u>7,766</u></u>
4	<u>Investments</u>	2019	2018
		£	£
	Market value		
	At 6 April 2018	1,397,037	1,440,457
	Additions	-	82,916
	Disposals	(200,000)	(132,916)
	Income re-invested	8,906	9,001
	Portfolio management charges	(4,878)	(4,789)
	Unrealised & realised gains	63,122	2,368
		<u>1,264,187</u>	<u>1,397,037</u>
	At 5 April 2019	<u><u>1,264,187</u></u>	<u><u>1,397,037</u></u>
	Represented by:		
	Global Growth & Income Fund for Charities	581,812	726,521
	Charles Stanley – Investment portfolio	319,218	314,399
	Fidelity – Investment portfolio	363,157	356,117
		<u>1,264,187</u>	<u>1,397,037</u>
		<u><u>1,264,187</u></u>	<u><u>1,397,037</u></u>

**W F J BLACKFORD DECEASED TRUST
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 5 APRIL 2019**

5 Debtors and prepayments

	2019	2018
	£	£
Debtors and accrued income	3,704	3,586
Repayable tax suffered on bank interest	-	1,250
	3,704	4,836
	3,704	4,836

6 Creditors and accruals

	2019	2018
	£	£
Trade creditors	11,968	-
Legal charges	-	3,000
Accountancy	1,000	2,582
Independent examination	440	480
	13,408	6,062
	13,408	6,062

7 Trustees' and employee remuneration

None of the trustees were paid any remuneration or expenses by the charity during the year (2018 - none).

The trust has no employees, and hence no key management personnel and none that receive remuneration of over £60,000 (2018: none).

8 Related party transactions

I D Penny, a trustee, is a partner of Veitch Penny Solicitors. During the year the trust paid Veitch Penny £7,440 (2018 - £6,000) for legal services.