

**Manchester Airport  
Community Trust Fund**

**Annual Report and Financial Statements**

**Year ended 31 March 2022**

**Charity number: 1071703**

# **Manchester Airport Community Trust Fund**

## **Annual Report and Financial Statements for the year ended 31 March 2022**

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# **Manchester Airport Community Trust Fund**

## **Report of the Trustees for the year ended 31 March 2022**

Manchester Airport Community Trust Fund ('the Trust') is a registered charity and was established under a Trust Deed dated 8 December 1997.

The Trustees present their annual report and financial statements of the charity for the year ended 31 March 2022. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's trust deed, the Charities Act 2011 and 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 published in October 2019.

### **Objectives and activities for the public benefit**

The Trust's continuing objectives are for charitable purposes within the areas affected by the activities of Manchester Airport Plc as the Trustees from time to time determine (subject to obtaining the prior consent of Manchester Airport Plc, Manchester City Council and Cheshire East Council), and in particular to:

- promote, enhance, improve, protect and conserve the natural and built environment by projects of tree planting, landscaping and other works of environmental improvement and heritage conservation;
- enable within those areas, facilities in the interests of social welfare for recreation, sport and leisure time occupation with the object of improving the conditions of life for those living or working in or visitors to those areas; and
- to promote and provide for the benefit of the public a better appreciation of the natural and urban environment and ways of better serving, protecting and improving the same and education and training in all matters relating to the natural, physical environment and its interaction with the economic well-being of the community.

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Trust's aims and objectives and in planning future activities for the year.

The Trust considers applications from not-for-profit groups or organisations working to improve the environment or social welfare in communities within the Area of Benefit. Projects should offer open access to all and demonstrate wide, lasting benefit to all members of the community regardless of race, gender, age, ability or religion. The items or works that the applicants are seeking funds towards should clearly bring community benefit.

Grants will be awarded only for tangible items, which give enduring benefit, but excluding applications that involve the purchase of land and buildings.

Meetings are held quarterly at which the Trustees review applications and allocate grants according to their adopted criteria.

### **Structure, Governance and Management**

The Trust has eight Trustees. A first Trustee and a second Trustee are appointed by Manchester Airport Plc. The second Airport Trustee is permitted to attend meetings only when the first Airport Trustee is unavailable. The remaining Trustees are appointed by the Manchester Airport Consultative Committee from the council areas of Stockport, Manchester, Trafford, Tameside, Cheshire East and Cheshire West and Chester. Chairmanship of the Trust rotates annually between the Cheshire East Council Trustee and the Manchester Airport Trustee. Robert Pattison, the first Airport trustee, was Chair for the year ended 31 March 2022.

The term of the Trustee's appointment (other than the First and Second Trustee) is determined by their continuing membership of, and nomination by, the Manchester Airport Consultative Committee.

# **Manchester Airport Community Trust Fund**

## **Report of the Trustees for the year ended 31 March 2022 (*continued*)**

### **Structure, Governance and Management (*continued*)**

New trustees are issued with a starter pack that outlines their role and responsibilities to the Trust. The Trustees meet four times in each financial year (quarterly in April, July, October and January) to consider applications for funding. Other legal and administrative details are set out on page 3.

### **Key management personnel remuneration**

The Trustees consider the board of trustees as comprising the key management personnel of the charity in charge of directing and controlling the charity, and running and operating the charity on a day to day basis. All Trustees give up their time freely and no trustee remuneration was paid during the year.

### **Reference and administrative information**

#### **Charity Trustees**

The charity trustees from the start of the financial year up until the date of signing the accounts were as follows:

Mr Robert Pattison, first Airport Trustee and current Chair  
Councillor Don Stockton, Cheshire East Council  
Councillor Paul Andrews, Manchester City Council  
Councillor Bill Fairfoull, Tameside Metropolitan Council  
Councillor John Taylor, Stockport Metropolitan Borough Council  
Councillor Chris Boyes, Trafford Metropolitan Borough Council  
Councillor Sam Naylor, Cheshire West & Chester Council

#### **Registered Office**

Manchester Airport Plc  
Olympic House  
Manchester Airport  
Manchester  
M90 1QX

#### **Administrator**

Helen McNabb, funded by Manchester Airport Plc.

#### **Banker**

HSBC, 4 Hardman Square, Spinningfields, Manchester, M3 3EB.

#### **Auditor**

Fairhurst, Chartered Accountants & Registered Auditors, Douglas Bank House, Wigan Lane, Wigan, WN1 2TB.

#### **Solicitor**

Pannone Corporate LLP, 378-380 Deansgate, Manchester, M3 4LY.

# **Manchester Airport Community Trust Fund**

## **Report of the Trustees for the year ended 31 March 2022 (*continued*)**

### **Financial review**

The Trust's key financial objective is to ensure financial stability and continued solvency year on year so it can pursue its aims and objectives.

Total income for the year amounted to £116,994 (2021: £126,382). The principal funding sources for the Trust are the annual donation from Manchester Airport Plc, £100,000, and noise fines income levied by Manchester Airport Plc of £1,848 (2021: £4,072). These noise fines are passed to the Trust on the basis that it is the local areas within the Area of Benefit that are most affected by the noise from aircraft operations. The Trust's assets are invested with the HSBC Bank, but no interest has been earned on deposits during 2022 (2021: £nil). In addition, there is a donation in kind received from Manchester Airport Plc relating to the costs of governance and the administrator of the Trust.

Charitable activities decreased to £102,949 (2021: £133,455). The Trustees held four meetings this year for the purpose of considering and awarding grants. The Trustees have considered applications and pledged 46 grants totalling £89,194 (2021: £110,395) with net £1,391 (2021: £nil) previously approved, but unspent, grants being returned. The administration costs of £13,396 (2021: £9,810) are offset by the donation in kind from Manchester Airport Plc.

The overall incoming resources of £116,994 are lower than the £126,382 last year, due to a reduced number of noise fines, whilst the level of grants awarded in this financial year also decreased to £89,194 (2021: £110,395). This led to a net increase in funds of £14,315 for the year (2021: £7,073 decrease). When combined with the brought forward reserve, a total surplus of £51,684 (2021: £37,639) is available to be carried forward into 2022/23 for further grants.

Grants are not made to individuals. There is a wide distribution of recipients in terms of both geographic area and project type, and the awards pledged are listed in the note 9 to the financial statements on pages 15 and 16.

### **Review of Development, Achievements and Performance**

A permanent administrator remains appointed to the Trust, accountable to the Trustees and Manchester Airport Plc. The administrator is responsible for handling all day to day enquiries and financial matters, processing applications, servicing the Trustees' meetings, producing statistical information, generating PR coverage and raising awareness.

Criteria, conditions and guidelines are detailed in the Manchester Airport Plc Community Trust Fund Application Pack. The Trustees regularly review and update these. The pack is available in an electronic pack in the Community Trust Fund section of the Manchester Airport website. All applications are now online. The tool has proven popular; where applicants struggle with computer familiarity the Administrator is able to assist.

The Trust is regularly promoted as part of the Manchester Airport Community Relations Outreach Programme. The Manchester Airport Press team have promoted many of the awarded grants thus also promoting the Trust fund. The Administrator attends other events in the Area of Benefit in order to raise awareness and provide advice to potential applicants. This has included an event at Stockport Homes Green Space Funding Fair.

# **Manchester Airport Community Trust Fund**

## **Report of the Trustees for the year ended 31 March 2022 (*continued*)**

### **Review of Development, Achievements and Performance**

Successful applicants are required to promote their grant at the site receiving the grant (where appropriate), through the local media, and in their own newsletters and publications. We have received positive publicity for our grants in local media from many successful projects. This grass-roots coverage within local communities is a cost-effective yet valuable form of promotion and awareness raising for the Trust.

We continue to take the opportunity to promote the Trust fund with statutory agencies and other volunteering funding services to keep in touch with small grass-roots projects. The Trustees wish to acknowledge the financial and administrative support of Manchester Airport Plc. They are pleased with the number, variety and range of applications received over the year and believe the Trust will continue to bring lasting benefits to the environment and quality of life in the areas around the Airport.

### **Internal Control and Risk Management**

The Trustees annually review the effectiveness of all material internal controls, including finance and compliance controls such as General Data Protection Regulation. The controls are designed to meet the Trust's particular needs and the risks to which it is exposed, to manage those risks and to provide reasonable assurance against misstatement or loss.

The Trustees have agreed an audit policy to help minimise the risk of grant fraud and to ensure past grants continue to offer community benefit. The policy was first implemented in July 2005. This year, no attendances were made because of COVID, but this will resume in FY23 government guidance permitting.

The audit visits are performed by the Administrator, with the support of the Trustees. The audit includes a review of the equipment and the financial records of the grant recipient. The audit evaluation is constantly being reviewed to ensure that it meets policy and standards requirements. Trustees look at audit in detail at every meeting and due to this diligent procedure being in place and effective, the Trustees' assessment is that an Internal Auditor is not required.

### **Future Plans**

The future plans of the Trust are to continue to promote the fund within the local community, in line with the objectives and strategies described on page 1.

Each year the Trustees consider trends in applications and the effectiveness of the Trust. To this end the Trustees are reviewing their approach to technology requests, given that so many organisations have had to go on line during COVID.

### **Reserves and Financial Policies**

The Trust seeks to distribute in the form of grants all its available income and hold a minimal level of reserves. All the reserves are therefore considered free reserves.

There are £51,684 (2021: £37,639) of unspent reserves to be carried forward and used for projects in 2022/23. The level of unspent reserves is reviewed by the Trustees at each quarterly meeting. The Trustees maintain a prudent approach to grant applications and ensure that funds are only distributed where applicants meet the criteria of the fund. These ensure that each grant given for each project will provide a wider community benefit.

# **Manchester Airport Community Trust Fund**

## **Report of the Trustees for the year ended 31 March 2022 (*continued*)**

### **Reserves and Financial Policies (*continued*)**

Each year, the request for funding always exceeds the available funding. A number of applications are turned down due to lack of conformity with one or more of the Trust's criteria which ensure a wider benefit to the community. During the next financial year, the Trustees will look to further promote the fund and continue to distribute the accumulated reserves. As all expenditure of the Trust is reimbursed by Manchester Airport Plc, the Trust does not set a target level of reserves, instead ensuring that expenditure on grants does not exceed available reserves.

The Annual Donation from Manchester Airport Plc, £100,000, arises from the legal agreement (S106 Obligation A.2) linked to the second runway development. At each quarterly meeting where applications for grants are considered, the Trustees assess the current financial position of the Trust and take a prudent view of how spending might be phased throughout the year. This ensures appropriate funds are available each quarter.

### **Disclosure of information to auditor**

The Trustees who held office at the date of approval of this Trustees' Report confirm that, so far as they are each aware, there is no relevant audit information of which the Trust's auditor is unaware; and each Trustee has taken all the steps that he/she ought to have taken as a Trustee to make himself/herself aware of any relevant audit information and to establish that the Trust's auditor is aware of that information.

During the year the Trustees resolved to appoint Fairhurst Accountants as auditors for the year ending 31<sup>st</sup> March 2022, following a competitive tender process.

### **Impact of COVID-19**

Through funding provided by Manchester Airport Plc, the Trust has been able to continually achieve its objectives, as described on page 1. The COVID-19 pandemic has had a profound impact on Manchester Airport, and the travel industry as a whole.

Manchester Airport has taken swift actions to mitigate the financial impacts of COVID-19, including restricting both revenue and capital expenditure to preserve cash, and taking advantage of the Government's Job Retention Scheme. Through these actions, Manchester Airport is able to continue to make good its S106 obligation to donate £100,000 to the Trust annually.

It is imperative that the Trust continues to operate and continue to benefit communities in the Manchester Airport area. Despite the impact of COVID-19 on the Trust's key source of income, the Trustees believe that they will be able to continue to meet the Trust's strategic objectives for the foreseeable future.

**Approved by the Trustees on: 14 December 2022**

**Signed on their behalf by:**



**Rob Pattison**  
*Trustee*  
Olympic House  
Manchester Airport  
Manchester  
M90 1QX

## **Manchester Airport Community Trust Fund**

### **Statement of Trustees' responsibilities in respect of the Trustees' annual report and the financial statements**

Under the trust deed of the charity and charity law, the trustees are responsible for preparing a Trustees' Annual Report and the financial statements in accordance with applicable law and regulations. The trustees are required to prepare the financial statements in accordance with UK Accounting Standards, including FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland.

The financial statements are required by law to give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources for that period.

In preparing these financial statements, generally accepted accounting practice entails that the trustees:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards and the Statement of Recommended Practice have been followed, subject to any material departures disclosed and explained in the financial statements;
- state whether the financial statements comply with the trust deed, subject to any material departures disclosed and explained in the financial statements;
- assess the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern; and
- use the going concern basis of accounting unless they either intend to liquidate the charity or to cease operations or have no realistic alternative but to do so.

The trustees are required to act in accordance with the trust deed of the charity, within the framework of trust law. They are responsible for keeping accounting records which are sufficient to show and explain the charity's transactions and disclose at any time, with reasonable accuracy, the financial position of the charity at that time, and to enable the trustees to ensure that, where any statements of accounts are prepared by them under section 132(1) of the Charities Act 2011, those statements of accounts comply with the requirements of regulations under that provision. They are responsible for such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error, and have general responsibility for taking such steps as are reasonably open to them to safeguard the assets of the charity and to prevent and detect fraud and other irregularities.



# **INDEPENDENT AUDITORS REPORT TO THE TRUSTEES OF MANCHESTER AIRPORT COMMUNITY TRUST FUND**

## **Opinion**

We have audited the financial statements of Manchester Airport Community Trust Fund (the 'charity') for the year ended 31 March 2022 which comprise the Statement of Financial Activities, the Trust Balance Sheet, and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is 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).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2022 and of the Charity's incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

## **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors responsibilities for the audit of the financial statements section of our report. We are independent of the Charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

## **Conclusions relating to going concern**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the Trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the Charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

## **Other information**

The Trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our Report of the Independent Auditors thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

# **INDEPENDENT AUDITORS REPORT TO THE TRUSTEES OF MANCHESTER AIRPORT COMMUNITY TRUST FUND**

## **Matters on which we are required to report by exception**

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees Report.

We have nothing to report in respect of the following matters in relation to which the Charities Act 2011 requires us to report to you if, in our opinion:

- adequate and sufficient accounting records, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- Certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

## **Responsibilities of trustees**

As explained more fully in the Statement of Trustees Responsibilities, the Trustees are responsible for the preparation of the financial statements which give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the Charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the Charity or to cease operations, or have no realistic alternative but to do so.

## **Our responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an Auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances on non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

We obtained an understanding of the legal and regulatory framework within which the Charity operates, focusing on those laws and regulations that have a direct effect on the determination of material amounts and disclosures in the financial statements. The laws and regulations we considered in this context were the Charities Act 2011 and the Charities Statement of Recommended Practice (SORP).

We identified the greatest risk of material impact on the financial statement from irregularities, including fraud, to be the override of controls by management and the completeness of income. Our audit procedures to respond to these risks included enquiries of management about their own identification and assessment of the risks of irregularities, sample testing of journals and reviewing accounting estimates for biases, reading minutes of those charged with governance and designing audit procedures to test the timing of income.

# INDEPENDENT AUDITORS REPORT TO THE TRUSTEES OF MANCHESTER AIRPORT COMMUNITY TRUST FUND

## Our responsibilities for the audit of the financial statements (continued)

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with accounting standards. We are not responsible for preventing non-compliance and cannot be expected to detect non-compliance with all laws and regulations.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our Report of the Independent Auditors.

## Use of our report

This report is made solely to the Charity's Trustees, as a body, in accordance with Section 144 of the Charities Act 2011 and regulations made under Section 154 of that Act. Our audit work has been undertaken so that we might state to the Charity's Trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for our audit work, for this report, or for the opinions we have formed.



Louise Webster BSc BFP ACA (Senior Statutory Auditor)  
for and on behalf of Fairhurst  
Chartered Accountants & Registered Auditors  
Douglas Bank House  
Wigan Lane  
Wigan  
Lancashire  
WN1 2TB

14 December 2022

# Manchester Airport Community Trust Fund

## Statement of Financial Activities for the year ended 31 March 2022

|                              |             | <b>Unrestricted funds</b> |             |
|------------------------------|-------------|---------------------------|-------------|
|                              |             | <b>2022</b>               | <b>2021</b> |
|                              | <b>Note</b> | <b>£</b>                  | <b>£</b>    |
| <b>Income from:</b>          |             |                           |             |
| Donations                    | 2           | <b>115,146</b>            | 122,310     |
| Other                        | 3           | <b>1,848</b>              | 4,072       |
| <b>Total income</b>          |             | <b>116,994</b>            | 126,382     |
| <b>Expenditure</b>           |             |                           |             |
| Charitable activities        | 4           | <b>(102,949)</b>          | (133,455)   |
| <b>Total expenditure</b>     |             | <b>(102,949)</b>          | (133,455)   |
| <b>Net movement in funds</b> |             | <b>14,045</b>             | (7,073)     |
| Reconciliation of funds:     |             |                           |             |
| <b>Opening total funds</b>   |             | <b>37,639</b>             | 44,712      |
| <b>Closing total funds</b>   |             | <b>51,684</b>             | 37,639      |

All income and expenditure are derived from continuing operations.

There are no gains and losses other than those noted above and therefore no further disclosure has been prepared.

The accompanying accounting policies and notes form an integral part of these financial statements.

The statement of financial activities incorporates an income and expenditure account.

## Manchester Airport Community Trust Fund

### Balance Sheet at 31 March 2022

|   | Note | 2022<br>£            | 2021<br>£            |
|---|------|----------------------|----------------------|
| <b>Current Assets</b>                               |      |                      |                      |
| Debtors   | 5    | 6,916                | 16,522               |
| Cash at bank and in hand                            |      | <u>46,518</u>        | <u>35,707</u>        |
|   |      | <b>53,434</b>        | <b>52,229</b>        |
| <b>Creditors: Amounts falling due within 1 year</b> | 6    | <b>(1,750)</b>       | <b>(14,590)</b>      |
| <b>Net assets</b>                                   |      | <b>51,684</b>        | <b>37,639</b>        |
| Unrestricted funds                                  |      | <u>51,684</u>        | <u>37,639</u>        |
| <b>Total charity funds</b>                          |      | <u><b>51,684</b></u> | <u><b>37,639</b></u> |

The notes on pages 12 – 16 form part of these accounts.

Approved by the Board of Trustees on 14 December 2022 and signed on its behalf by:



**Rob Pattison**  
*Trustee*

# **Manchester Airport Community Trust Fund**

## **Notes to the financial statements**

### **1. Accounting Policies**

The financial statements are prepared on a going concern basis, in accordance with applicable United Kingdom accounting standards and the Statement of Recommended Practice, Accounting and Reporting by Charities, preparing their accounts in accordance with Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

#### **Basis of accounting**

The financial statements are prepared in accordance with the historical cost convention. They include all the activities of the Trust. Under Charities SORP FRS 102 section 20.11 the charity is exempt from the requirements to prepare a cash flow statement on the grounds of its size.

#### **Going Concern**

The financial statements have been prepared on a going concern basis which the Trustees consider to be appropriate for the following reasons.

The business model of the charity is such that its charitable activities are limited to those which it has sufficient funds to support from the excess of funding received over the costs of administering the charity. The charity therefore has no specific commitments and no committed costs.

The Trustees have reviewed the cash flow forecasts for a period of 12 months from the date of approval of these financial statements which indicate that the charity will have sufficient funds to meet its liabilities as they fall due for that period.

The Trustees have also considered the implications of COVID-19 on these cash flow forecasts and consider that as a result of its operating model explained above, even if no further funding is received in the 12 month period, the charity has sufficient cash reserves to pay all committed costs.

The Trust receives an annual donation from Manchester Airport Plc of £100,000 arising from the legal agreement (S106 Obligation 4.2) linked to the second runway development. This obligation is not time bound and the income is guaranteed for the foreseeable future. Other income from noise fines cannot be planned, or guaranteed, but once received is made available for distribution.

Consequently, the Trustees are confident that the charity will have sufficient funds to continue to meet its liabilities as they fall due for at least 12 months from the date of approval of the financial statements.

#### **Basis for accounting for income and expenditure**

All incoming and outgoing resources are accounted for in the Statement of Financial Activities on the accruals basis. Expenditure relates only to direct charitable expenditure as the costs of administration and management of the Trust, including audit fees, are borne by Manchester Airport Plc. The cost of the grants are recognised upon award by the Trustees at the quarterly meetings.

#### **Remuneration and expenses**

No Trustees received any form of remuneration for services provided to the Trust during the year (2021: £nil), nor did they receive any expenses.

#### **Taxation**

Manchester Airport Community Trust Fund is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable trust for UK income tax purposes. Accordingly, the Trust is potentially exempt from taxation relating to income or capital gains received within categories covered by Part 10 Income Tax Act 2007 or section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

#### **Funds**

Unrestricted funds are funds which can be used in accordance with the charitable objectives at the discretion of the Trustees. There are no restricted funds.

# Manchester Airport Community Trust Fund

## Notes to the financial statements (continued)

### 1. Accounting Policies (continued)

#### Debtors and creditors

Trade and other debtors are recognised initially at transaction price less attributable transaction costs. Trade and other creditors are recognised initially at transaction price plus attributable transaction costs. Subsequent to initial recognition they are measured at amortised cost using the effective interest method, less any impairment losses in the case of trade debtors. If the arrangement constitutes a financing transaction, for example if payment is deferred beyond normal business terms, then it is measured at the present value of future payments discounted at a market rate of instrument for a similar debt instrument.

#### Cash and cash equivalents

Cash and cash equivalents comprise cash in hand, bank deposits and short-term deposits net of bank overdrafts, which have an original maturity of three months or less.

#### Cash flow statement

The financial statements do not include a cash flow statement because the Trust, as a small reporting entity, is exempt from the requirements to prepare such a statement under Charities SORP FRS 102.

### 2. Income from donations

|                                     | 2022<br>£      | 2021<br>£      |
|-------------------------------------|----------------|----------------|
| Manchester Airport donation         | 100,000        | 100,000        |
| Manchester Airport (income in kind) | 13,396         | 9,810          |
| Governance costs                    | 1,750          | 12,500         |
| <b>Total voluntary income</b>       | <b>115,146</b> | <b>122,310</b> |

The Administrator for the Trust is employed and paid by Manchester Airport Plc on behalf of the Trust. An estimate of the value of this resource of £13,396 (2021: £9,810) has been recognised as a donation in kind, with an offsetting administration cost in expenses.

The governance costs donations of £1,750 for the year (2021: £12,500) relate to the External Audit Fee borne by Manchester Airport Plc, with an offsetting governance cost (Note 4).

### 3. Other income

Other income comprises of environmental fines levied by Manchester Airport Plc. Income from fines is recognised when the fines are invoiced by Manchester Airport Plc.

### 4. Charitable activities

Direct charitable expenditure of £89,194 (2021: £110,395) comprises of grants awarded at the discretion of the Trustees following applications to the Trust. Total expenditure takes into account returned / time-expired amounts of £nil (2021 £nil) and administration and governance costs borne by Manchester Airport Plc.

|  | 2022<br>£      | 2021<br>£      |
|--|----------------|----------------|
| Grants awarded (see appendix)                                      | 89,194         | 110,395        |
| Administration costs covered by voluntary income in kind           | 13,396         | 9,810          |
| Provision for bad debts of environmental fines                     | -              | 750            |
| Reversal of prior grants or overpayments                           | (1,391)        | -              |
| Governance costs   | 1,750          | 12,500         |
| <b>Charitable activities per statement of financial activities</b> | <b>102,949</b> | <b>133,455</b> |

# **Manchester Airport Community Trust Fund**

## **Notes to the financial statements (*continued*)**

### **5. Debtors**

Total debtors of £6,915 (2021: £16,522) comprise of trade debtors of £5,165 (2021: £3,322) incurred from environmental fines, and £1,750 (2021: £12,500) incurred from the audit.

### **6. Creditors**

Creditors of £1,750 comprise £nil (2021: £2,090) of grants awarded but not paid and £1,750 (2021: £12,500) of accrued audit fees.

### **7. Related Party Transactions**

The ultimate controlling entity is Manchester Airport Plc, a company registered in England and Wales.

### **8. Transactions involving Manchester Airport Plc**

The amount owed by Manchester Airport Plc to the Trust is £5,994 (2021: £15,822).

During the year to 31 March 2022 the total contribution made by Manchester Airport Plc to the Trust was £116,994 (2021: £126,382).



# Manchester Airport Community Trust Fund

## Notes to the financial statements *(continued)*

### 9. Grants awarded during the year ended 31 March 2022

| Applicant  | Grant (£) |
|--|-----------|
| Age UK Manchester Ageing Well Project            | 697.73    |
| Autisk Stockport Together                        | 1,579.00  |
| AV Gymnastics Club                               | 1,389.60  |
| Beacon Counselling                               | 2,111.73  |
| Belle View Brass Band                            | 2,500.00  |
| Bowdon Vale Cricket Club                         | 3,000.00  |
| Brereton Court Tenants and Residents Garden Club | 6,00.00   |
| Cheadle Futsal Club                              | 1,600.00  |
| Cheadle Hulme Cricket Club                       | 3,000.00  |
| Cheadle Town Football Club                       | 3,000.00  |
| Church Homeless Trust                            | 2,340.00  |
| Compstall Community Council                      | 1,552.97  |
| Crosstown Community Orchard                      | 1,450.00  |
| Easy Peel Studio                                 | 1,906.00  |
| Emmaus   | 1,009.84  |
| Family Action                                    | 1,500.00  |
| Flixton Cricket Club                             | 2,100.00  |
| Friends of Didsbury Park                         | 2,801.15  |
| Friends of Lostock Park                          | 2,500.00  |
| Friends of Moor Nook Park                        | 1,500.00  |
| Friends of Thorn Grove Park                      | 2,068.00  |
| Goostrey Community Shed                          | 1,497.67  |
| Humans MCR                                       | 2,427.46  |
| Indian Senior Citizen Centre                     | 432.00    |
| Knutsford Football Club                          | 488.80    |
| Laneheads Allotments                             | 3,000.00  |
| Living Without Sight                             | 2,050.00  |
| Marple Sports Club                               | 2,150.00  |
| Mobberley Parish Council                         | 2,431.00  |
| Mums's Mart                                      | 1,539.00  |
| Nacro Great Manchester Outdoor Learning          | 420.00    |
| Olympias Music Foundation                        | 1,000.00  |

## Manchester Airport Community Trust Fund

### Notes to the financial statements *(continued)*

#### 9. Grants awarded during the year ended 31 March 2022 *(continued)*

| Applicant                                  | Grant (£) |
|--|-----------|
| Once Upon A Smile                          | 1,750.00  |
| Ongoing Local Women's Support (OWLS)       | 1,979.00  |
| Plastic Shed                               | 2,630.00  |
| Romiley Little Theatre                     | 2,938.00  |
| Sharon Youth Association                   | 2,000.00  |
| SREP                                       | 1,484.97  |
| St Mathew's Church                         | 2,880.00  |
| The Bike Hive                              | 3,000.00  |
| Toft Cricket Club                          | 3,000.00  |
| Together Dementia                          | 2,000.00  |
| Trafford Handball Club                     | 2,050.00  |
| We Care NW Ltd (BOOST)                     | 2,150.00  |
| Whalley Range Cricket and Lawn Tennis Club | 3,000.00  |
| Wythenshawe Junior Cricket Club            | 690.00    |
| TOTAL                                      | 89,193.92 |