

**COMPANY REGISTRATION NUMBER: 5255446**  
**CHARITY REGISTRATION NUMBER: 1112724**

**ST MARY'S PARISH TRUST**  
**Company Limited by Guarantee**  
**UNAUDITED FINANCIAL STATEMENTS**  
**31 DECEMBER 2020**

**C.N. WILKINS FCCA**  
Chartered Certified Accountants  
10-12 High Street  
Barnes  
London  
SW13 9LW

**ST MARY'S PARISH TRUST**  
**COMPANY LIMITED BY GUARANTEE**  
**FINANCIAL STATEMENTS**  
**YEAR ENDED 31 DECEMBER 2020**

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**TRUSTEES' ANNUAL REPORT (INCORPORATING THE DIRECTOR'S REPORT)**  
**YEAR ENDED 31 DECEMBER 2020**

## REFERENCE AND ADMINISTRATIVE DETAILS

<b>Principal office and registered office</b>	Parish Office St Mary's Church Putney High Street SW15 1SN
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**Independent examiner** C.N. Wilkins FCCA  
Chartered Certified Accountants  
10-12 High Street  
Barnes  
London  
SW13 9LW

**Solicitors** Russell-Cooke LLP  
2 Putney Hill  
London  
SW15 6AB

# **ST MARY'S PARISH TRUST**

## **COMPANY LIMITED BY GUARANTEE**

### **TRUSTEES' ANNUAL REPORT (INCORPORATING THE DIRECTOR'S REPORT)** *(continued)*

**YEAR ENDED 31 DECEMBER 2020**

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

The St. Mary's Parish Trust (the "Trust") was established under the Memorandum of Association on its Incorporation on 11th October 2004, amended on 6th January 2010 which set of the objects of the Trust and is governed by its Articles of Association. The Trust is governed by the Board of Trustees, which meets on a regular basis, typically three or four times each year. In addition, there is frequent informal interaction amongst the Trustees who are all regular attendees at St. Mary's church. The Board of Trustees consists of the Rector of the Parish of Putney, the Church Wardens of St. Mary's Church, Putney and no more than three additional members unanimously approved and appointed by the Rector and Church Wardens.

#### **OBJECTIVES AND ACTIVITIES**

The Trust's objects are to provide, or assist in the provision of, facilities in the interests of social welfare, for social, recreational and leisure time occupation or charitable for the public at large with the object of improving their conditions of life and to promote education and the arts and to undertake other charitable purposes. It achieves these objectives primarily through the letting out of the Brewer Building in Putney, the Leasehold Property referred to in Note 7 of these financial statements. The Trust had built the Leasehold Property called the Brewer Building in which rooms are let to a wide range of organisations, which provide social, recreational and leisure activities to the local community. It is through the provision of access to the rooms at which the activities referred to above that the Trustees are working to provide a public benefit to the local community.

#### **ACHIEVEMENTS AND PERFORMANCE**

During the year ended 31 December 2020, the Trust was severely restricted in its activities following the Government's announcement on 23rd March 2020. It was able to maintain the provision of the nursery to those in a position to access the nursery. One of the rooms in the Brewer Building was used as a centre for The Scrubbery providing scrubs to hospitals across southwest London, further emphasising the benefits supplied to the community. Later in the year, when circumstances allowed, a number of the organisations were able to return to the Brewer Building, all be it in reduced numbers.

#### **FINANCIAL REVIEW**

The pandemic had a dramatic effect on the Trust's income which fell from £96,730 in 2019 to £54,060 in 2020. Wherever possible only absolutely essential expenditure was incurred, which limited the fall in EBITDA from £3,487 to a negative value of £8,839. The Net Assets of the Trust fell from £1,262,987 to £1,218,679, with a depreciation charge of £35,469 (2019 : £33,285).

The Putney Pantry remains a key part of the Trust's activity, both financially and as providing a focus for the local community. The Trust's partnership with the Putney Pantry is considered by the Trustees to be an excellent example of how the Trust can meet its objectives.

#### **RISK MANAGEMENT**

The pandemic has highlighted that there are circumstances beyond the control of the Trustees. The Government restrictions on social gatherings and the hospitality sector have had a material impact on the Trust's Income since March 2020. The Busy Bees Nursery has operational throughout this period and the Trust has supported the Putney Pantry as it adapted its business. There are early indications that the Letting Income has been increasing as the restrictions are relaxed. The Trust is receiving the majority of its Letting Income through direct transfer into its account as society moves away from cash as a form of payment.



# **ST MARY'S PARISH TRUST**

## **COMPANY LIMITED BY GUARANTEE**

### **TRUSTEES' ANNUAL REPORT (INCORPORATING THE DIRECTOR'S REPORT)**

*(continued)*

#### **YEAR ENDED 31 DECEMBER 2020**

##### **RESERVES POLICY**

The Reserves fell from £1,262,987 to £1,218,679 as mentioned earlier in the Financial Review. The Trustees had passed a resolution authorising donation(s) totalling £25,000 to the Parish of Putney during the calendar year ending 31 December 2021. These have not been called upon at the date of signing this Trustees' annual report and the Trustees continue to keep the position under review.

The charity has three principal sources of income: the Busy Bees Nursery, the Putney Pantry and the Letting Income from organisations taking advantage of the rooms available in the Brewer Building.

##### **PUBLIC BENEFIT**

The trustees have complied with the guidance on public benefit requirement in accordance with Section 17 of the Charities Act 2011. The Charities Commission in its "Charities and Public Benefit" Guidance requires that key principles be met in order to show that an organisation's aims are for the public benefit: first, there must be an identifiable benefit and secondly, that the benefit must be to the public or a section of the public. Our purposes meet the Charity Commission's public benefit requirement as our aims relate to providing, and assisting in the provision of, facilities in the interests of social welfare, for social, recreational and leisure time occupation or charitable purposes for the public at large with the object of improving their conditions of life and to promote education and the arts and to undertake other charitable purposes.

##### **PLANS FOR FUTURE PERIODS**

The Trust will continue to provide facilities in the interests of social welfare, for social, recreational and leisure time occupation or charitable for the public at large with the object of improving their conditions of life and to promote education and the arts and to undertake other charitable purposes.

##### **SMALL COMPANY PROVISIONS**

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The trustees' annual report was approved on 29 October 2021 and signed on behalf of the board of trustees by:

  
.....  
A Grocott  
Trustee

# **ST MARY'S PARISH TRUST**

## **COMPANY LIMITED BY GUARANTEE**

### **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ST MARY'S PARISH TRUST**

**YEAR ENDED 31 DECEMBER 2020**

I report to the trustees on my examination of the financial statements of St Mary's Parish Trust ('the charity') for the year ended 31 December 2020.

#### **RESPONSIBILITIES AND BASIS OF REPORT**

The trustees are also the directors of the company for the purposes of company law are responsible for the preparation of the financial statements. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

#### **INDEPENDENT EXAMINER'S STATEMENT**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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.

10-12 High Street  
Barnes  
London  
SW13 9LW

  
C.N. Wilkins FCCA  
Chartered Certified Accountant

1 November 2021

**ST MARY'S PARISH TRUST**  
**COMPANY LIMITED BY GUARANTEE**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**(INCLUDING INCOME AND EXPENDITURE ACCOUNT)**

**YEAR ENDED 31 DECEMBER 2020**

		Unrestricted funds	Total funds	2019 Total funds
	Note	£	£	£
<b>Income and endowments</b>				
Other trading activities	5	54,027	54,027	96,659
Investment income	6	33	33	71
<b>Total income</b>		<u>54,060</u>	<u>54,060</u>	<u>96,730</u>
<b>Expenditure</b>				
Expenditure on charitable activities	7,8	98,368	98,368	126,528
<b>Total expenditure</b>		<u>98,368</u>	<u>98,368</u>	<u>126,528</u>
<b>Net expenditure and net movement in funds</b>		<u>(44,308)</u>	<u>(44,308)</u>	<u>(29,798)</u>
<b>Reconciliation of funds</b>				
Total funds brought forward		<u>1,262,987</u>	<u>1,262,987</u>	<u>1,292,785</u>
<b>Total funds carried forward</b>		<u>1,218,679</u>	<u>1,218,679</u>	<u>1,262,987</u>

The statement of financial activities includes all gains and losses recognised in the year.  
All income and expenditure derive from continuing activities.

The notes on pages 7 to 14 form part of these financial statements.



**ST MARY'S PARISH TRUST**  
**COMPANY LIMITED BY GUARANTEE**  
**STATEMENT OF FINANCIAL POSITION**  
**31 DECEMBER 2020**

	Note	£	£	2019 £
<b>FIXED ASSETS</b>				
Tangible fixed assets	13		1,160,263	1,195,732
<b>CURRENT ASSETS</b>				
Debtors	14	230		5,389
Cash at bank and in hand		86,908		100,638
		87,138		106,027
<b>CREDITORS: amounts falling due within one year</b>	15	28,722		38,772
<b>NET CURRENT ASSETS</b>			58,416	67,255
<b>NET ASSETS</b>			1,218,679	1,262,987
<b>FUNDS OF THE CHARITY</b>				
Unrestricted funds			1,218,679	1,262,987
<b>Total charity funds</b>	17		1,218,679	1,262,987

For the year ending 31 December 2020 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.


Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

These financial statements were approved by the board of trustees and authorised for issue on 29 October 2021, and are signed on behalf of the board by:

  
 .....  
 A Grocott  
 Trustee

  
 .....  
 J Whittaker  
 Trustee

**The notes on pages 7 to 14 form part of these financial statements.**



**ST MARY'S PARISH TRUST**  
**COMPANY LIMITED BY GUARANTEE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 DECEMBER 2020**

**1. GENERAL INFORMATION**

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is Parish Office, St Mary's Church, Putney High Street, SW15 1SN.

**2. STATEMENT OF COMPLIANCE**

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Companies Act 2006.

**3. ACCOUNTING POLICIES**

**Basis of preparation**

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

**Income**

All income is recognised when it is due.

Bank Interest is recognised and recorded in the financial statements as the income accrues.

**Going concern**

On the basis of current financial projections and after making such enquiries as are considered appropriate, the Trustees are satisfied that St Mary's Parish Trust has adequate resources to continue in operational existence for the foreseeable future. The trustees therefore believe it is appropriate to adopt the going concern basis in preparing the financial statements.

**Taxation**

St Mary's Parish Trust is exempt from corporation tax on its charitable activities.

**Fund accounting**

Funds held by the Parish Trust are:

Unrestricted Funds:

General Funds - Any funds that are available for use by the Trustees within the general objects and powers of the charity are called general funds.

Designated Funds - Trustees may 'put aside' unrestricted general funds for specific purposes. These funds are designated funds.

Lift Replacement Fund – A designated fund to enable the trustees to set aside funds for the specific use of replacing the lift in the Brewer Building.

**ST MARY'S PARISH TRUST**  
**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS** *(continued)*

**YEAR ENDED 31 DECEMBER 2020**

**3. ACCOUNTING POLICIES** *(continued)*

**Incoming resources**

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable, and its amount can be measured reliably.
- legacy income is recognised when receipt is probable, and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

**Resources expended**

- Expenditure is recognised on an accrual basis as a liability is incurred and includes all VAT.
- Charitable expenditure comprises those costs incurred by the Parish Trust in the delivery of its activities.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the Parish Trust and includes audit fees and costs linked to the strategic management of the Parish Trust.
- Costs are allocated to the particular activity where the costs relate directly to that activity.

**Tangible assets**

All fixed assets are initially recorded at cost.

**Depreciation**

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Long leasehold property	- 2% per annum
Fixtures and fittings	- 25% per annum



**ST MARY'S PARISH TRUST**  
**COMPANY LIMITED BY GUARANTEE**  
**NOTES TO THE FINANCIAL STATEMENTS** *(continued)*  
**YEAR ENDED 31 DECEMBER 2020**

**3. ACCOUNTING POLICIES** *(continued)*

**Impairment of fixed assets**

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.

**Defined contribution plans**

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

**4. LIMITED BY GUARANTEE**

The company is limited by guarantee and therefore has no share capital.

**5. OTHER TRADING ACTIVITIES**

	Unrestricted Funds	Total Funds 2020	Unrestricted Funds	Total Funds 2019
	£	£	£	£
Income from rent and lettings	<u>54,027</u>	<u>54,027</u>	<u>96,659</u>	<u>96,659</u>



**ST MARY'S PARISH TRUST**  
**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS** *(continued)*

**YEAR ENDED 31 DECEMBER 2020**

**6. INVESTMENT INCOME**

	Unrestricted Funds	Total Funds 2020	Unrestricted Funds	Total Funds 2019
	£	£	£	£
Bank interest receivable	33	33	71	71

**7. EXPENDITURE ON CHARITABLE ACTIVITIES BY FUND TYPE**

	Unrestricted Funds	Total Funds 2020	Unrestricted Funds	Total Funds 2019
	£	£	£	£
Rent	10,091	10,091	10,091	10,091
Light and Heat	7,662	7,662	9,126	9,126
Repairs and maintenance	9,171	9,171	15,939	15,939
Letting expenses	170	170	2,161	2,161
Insurance	4,304	4,304	3,897	3,897
Cleaning	6,625	6,625	10,807	10,807
Telephone	1,568	1,568	974	974
Depreciation	35,469	35,469	33,285	33,285
Management and caretaking	16,554	16,554	27,240	27,240
Stewarding	1,870	1,870	5,260	5,260
Consumable supplies and sundry	626	626	2,965	2,965
Provision for doubtful debts	(800)	(800)	(575)	(575)
Support costs	5,058	5,058	5,358	5,358
	<u>98,368</u>	<u>98,368</u>	<u>126,528</u>	<u>126,528</u>

**8. EXPENDITURE ON CHARITABLE ACTIVITIES BY ACTIVITY TYPE**

	Activities undertaken directly	Support costs	Total funds 2020	Total fund 2019
	£	£	£	£
Rent	10,091	—	10,091	10,091
Light and Heat	7,662	—	7,662	9,126
Repairs and maintenance	9,171	—	9,171	15,939
Letting expenses	170	—	170	2,161
Insurance	4,304	—	4,304	3,897
Cleaning	6,625	—	6,625	10,807
Telephone	1,568	—	1,568	974
Depreciation	35,469	—	35,469	33,285
Management and caretaking	16,554	—	16,554	27,240
Stewarding	1,870	—	1,870	5,260
Consumable supplies and sundry	626	—	626	2,965
Provision for doubtful debts	(800)	—	(800)	(575)
Governance costs	—	5,058	5,058	5,358
	<u>93,310</u>	<u>5,058</u>	<u>98,368</u>	<u>126,528</u>

**ST MARY'S PARISH TRUST**  
**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS** *(continued)*

**YEAR ENDED 31 DECEMBER 2020**

**9. NET EXPENDITURE**

Net expenditure is stated after charging/(crediting):

	<b>2020</b>	2019
	<b>£</b>	<b>£</b>
Depreciation of tangible fixed assets	<u>35,469</u>	<u>33,285</u>

**10. INDEPENDENT EXAMINATION FEES**

	<b>2020</b>	2019
	<b>£</b>	<b>£</b>
Fees payable to the independent examiner for:		
Independent examination of the financial statements	<u>2,850</u>	<u>3,867</u>

**11. STAFF COSTS**

The total staff costs and employee benefits for the reporting period are analysed as follows:

	<b>2020</b>	2019
	<b>£</b>	<b>£</b>
Wages and salaries	15,261	25,403
Social security costs	612	1,296
Employer contributions to pension plans	681	541
	<u>16,554</u>	<u>27,240</u>

The average head count of employees during the year was 2 (2019: 2). The average number of full-time equivalent employees during the year is analysed as follows:

	<b>2020</b>	2019
	<b>No.</b>	<b>No.</b>
Administrative Staff	<u>2</u>	<u>2</u>

No employee received employee benefits of more than £60,000 during the year (2019: Nil).

**12. TRUSTEE REMUNERATION AND EXPENSES**

During the year no remuneration or other benefits from employment with the charity or a related entity were received by the trustees.

**ST MARY'S PARISH TRUST**  
**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS** *(continued)*

**YEAR ENDED 31 DECEMBER 2020**

**13. TANGIBLE FIXED ASSETS**

	Land and buildings £	Fixtures and fittings £	Total £
<b>Cost</b>			
<b>At 1 January 2020 and 31 December 2020</b>	<u>1,661,296</u>	<u>28,810</u>	<u>1,690,106</u>
<b>Depreciation</b>			
At 1 January 2020	465,564	28,810	494,374
Charge for the year	35,469	—	35,469
<b>At 31 December 2020</b>	<u>501,033</u>	<u>28,810</u>	<u>529,843</u>
<b>Carrying amount</b>			
<b>At 31 December 2020</b>	<u>1,160,263</u>	<u>—</u>	<u>1,160,263</u>
At 31 December 2019	<u>1,195,732</u>	<u>—</u>	<u>1,195,732</u>

**14. DEBTORS**

	<b>2020</b> £	2019 £
Trade debtors	—	3,348
Prepayments and accrued income	<u>230</u>	<u>2,041</u>
	<u>230</u>	<u>5,389</u>

**15. CREDITORS: amounts falling due within one year**

	<b>2020</b> £	2019 £
Accruals and deferred income	9,331	6,329
Other creditors	<u>19,391</u>	<u>32,443</u>
	<u>28,722</u>	<u>38,772</u>

**16. PENSIONS AND OTHER POST RETIREMENT BENEFITS**

**Defined contribution plans**

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £681 (2019: £541).



**ST MARY'S PARISH TRUST**  
**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS** *(continued)*

**YEAR ENDED 31 DECEMBER 2020**

**17. ANALYSIS OF CHARITABLE FUNDS**

**Unrestricted funds**

	At 1 January 2020 £	Income £	Expenditure £	At 31 December 2020 £
General funds	1,212,987	54,060	(98,368)	1,168,679
Lift replacement fund	50,000	—	—	50,000
	<u>1,262,987</u>	<u>54,060</u>	<u>(98,368)</u>	<u>1,218,679</u>

	At 1 January 2019 £	Income £	Expenditure £	At 31 December 2019 £
General funds	1,242,785	96,730	(126,528)	1,212,987
Lift replacement fund	50,000	—	—	50,000
	<u>1,292,785</u>	<u>96,730</u>	<u>(126,528)</u>	<u>1,262,987</u>

**18. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	Unrestricted Funds £	Total Funds 2020 £
Tangible fixed assets	1,160,263	1,160,263
Current assets	87,138	87,138
Creditors less than 1 year	(28,722)	(28,722)
<b>Net assets</b>	<u>1,218,679</u>	<u>1,218,679</u>

	Unrestricted Funds £	Total Funds 2019 £
Tangible fixed assets	1,195,732	1,195,732
Current assets	106,027	106,027
Creditors less than 1 year	(38,772)	(38,772)
<b>Net assets</b>	<u>1,262,987</u>	<u>1,262,987</u>

**ST MARY'S PARISH TRUST**  
**COMPANY LIMITED BY GUARANTEE**  
**NOTES TO THE FINANCIAL STATEMENTS** *(continued)*  
**YEAR ENDED 31 DECEMBER 2020**

**19. RELATED PARTIES**

The PCC of the Ecclesiastical Parish of St Mary with All Saints Putney ("The Church") (Charity No 1138266).

At the accounting date, the Trust owed to the Church £18,991 (2019 - £31,477) in respect of expenses paid on behalf of the Trust.

The Church has confirmed that they will not call for repayment of the rest of the debts until the Trust has sufficient funds. The Church has also confirmed that it will provide any financial support necessary to the Trust to ensure its continuation.