

CHARITY REGISTRATION NUMBER: 1116188

The Kip and Alison Bertram Charitable Trust
Unaudited financial statements
5 April 2025

The Kip and Alison Bertram Charitable Trust

Financial statements

Year ended 5 April 2025

	Page
Trustees' annual report	1
Independent examiner's report to the trustees	4
Statement of financial activities	6
Balance sheet	7
Notes to the financial statements	8

The Kip and Alison Bertram Charitable Trust

Trustees' annual report

Year ended 5 April 2025

The trustees present their report and the unaudited financial statements of the charity for the year ended 5 April 2025.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, 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.

Reference and administrative details

Registered charity name	The Kip and Alison Bertram Charitable Trust
Charity registration number	1116188
Principal office	Kingfisher House 1 Gilders Way Norwich Norfolk NR3 1UB

The trustees

The trustees who served during the year and at the date of approval were as follows:

Mr C P Bertram
Mrs A M Bertram
Miss F J Bertram

Independent examiner	M Proctor FCA DChA Lovewell Blake LLP Chartered accountants Bankside 300 Peachman Way Broadland Business Park Norwich NR7 0LB
-----------------------------	--

Bankers	Barclays Bank Plc 5-7 Red Lion Street Norwich Norfolk NR1 3QH
----------------	---

The Kip and Alison Bertram Charitable Trust

Trustees' annual report *(continued)*

Year ended 5 April 2025

Objectives and activities

The objects of the Charity are the advancement of such exclusively charitable objects as the Trustees in their discretion shall determine.

Grant-making policy

The Trustees meet when required to consider and approve expenditure in accordance with the object of the Charity.

Public benefit

The Trustees have had due regard to the Charity Commission's guidance on public benefit.

Achievements and performance

During the period the Trustees made charitable grants of £107,180 (2024: £66,515).

Financial review

Unrestricted fund income totalled £128,464 (2024: £118,113). After making grants totalling £107,180 (2024: £66,515), incurring administration costs of £3,534 (2024: £3,518), and investment losses of £6,051 (2024: £6,618) net income for the year amounted to £11,699 (as shown on page 6) (2024: £41,562).

Reserves policy

It is the policy of the Trustees that sufficient reserves should be retained to enable the Charity to support its anticipated annual expenditure.

At the period end, the Charity had free reserves of £258,333 (2024: £246,634).

Investment policy

Funds which are not required for immediate use by the Charity are placed on deposit or invested until needed.

Plans for future periods

The charity will continue to make grants in accordance with its objectives.

Trustees

Members of the Board of Trustees who served during the period and up to the date of this report are set out on page 1. All members held office throughout the period.

Structure, governance and management

Governing document

The Kip and Alison Bertram Charitable Trust was established under a Trust Deed dated 3 April 2006. The Trust was registered with the Charity Commission (registration number 1116188) on 22 September 2006.

The Kip and Alison Bertram Charitable Trust

Trustees' annual report *(continued)*

Year ended 5 April 2025

Structure, governance and management *(continued)*

Recruitment and appointment of Trustees

In accordance with the Trust Deed, Trustees are entitled to hold office for life. Any additional or future Trustees must be appointed by resolution of the Trustees, and should be persons who by virtue of their personal or professional qualifications are able to make a contribution to the pursuit of the objects of the Trust.

Induction and training of Trustees

All new Trustees will be provided with copies of:

- The Charity's Trust Deed
- The latest accounts of the Charity

New Trustees are encouraged to read the Charity Commission guidance notes The Essential Trustee - "What you need to know, what you need to do".

In addition, Trustees are encouraged to read Charity Commission and other newsletters and to attend courses designed to keep them abreast of their duties and responsibilities.

Risk management

The Trustees consider that there are no major strategic or business risks which would affect the ongoing operation of the Charity.

Organisational structure

The Trustees administer the Charity, and meet at least annually to consider the applications received for funding and to authorise payment of the grants approved.

True and Fair override

The accounts (financial statements) have been prepared to give a "true and fair" view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a "true and fair view". This departure has involved following Accounting and Reporting by charities by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019 rather than Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Independent examiner

M Proctor FCA DChA of Lovewell Blake LLP will be reappointed as independent examiner for the ensuing year.

The trustees' annual report was approved on 24 September 2025 and signed on behalf of the board of trustees by:

Mr C P Bertram
Trustee

The Kip and Alison Bertram Charitable Trust

Independent examiner's report to the trustees of The Kip and Alison Bertram Charitable Trust

Year ended 5 April 2025

I report to the charity trustees on my examination of the financial statements of the charity for the year ended 5 April 2025 which comprise the statement of financial activities, balance sheet and the related notes.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 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 - matter of concern identified

No minutes were kept in respect of Trustees meetings during the year, although the Trustees did meet to consider and approve grant applications during the year.

I confirm that no other matters have come to my attention in connection with my examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements 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.

The Kip and Alison Bertram Charitable Trust

Independent examiner's report to the trustees of The Kip and Alison Bertram Charitable Trust *(continued)*

Year ended 5 April 2025

I confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.

Your attention is drawn to the fact that the Charity has prepared the accounts (financial statements) 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) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has since been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

M Proctor FCA DChA
Independent Examiner

Lovewell Blake LLP
Chartered accountants
Bankside 300
Peachman Way
Broadland Business Park
Norwich
NR7 0LB

1 October 2025

The Kip and Alison Bertram Charitable Trust

Statement of financial activities

Year ended 5 April 2025

		2025		2024
	Note	Unrestricted funds £	Total funds £	Total funds £
Income and endowments				
Donations and legacies	4	123,859	123,859	116,145
Investment income	5	4,605	4,605	1,968
Total income		<u>128,464</u>	<u>128,464</u>	<u>118,113</u>
Expenditure				
Charitable activities	6	(110,714)	(110,714)	(70,033)
Total expenditure		<u>(110,714)</u>	<u>(110,714)</u>	<u>(70,033)</u>
Net income and net movements in funds before gains and losses on investments		17,750	17,750	48,080
Net losses on investments	8	(6,051)	(6,051)	(6,618)
Net income and net movement in funds		<u>11,699</u>	<u>11,699</u>	<u>41,462</u>
Reconciliation of funds				
Total funds brought forward		246,634	246,634	205,172
Total funds carried forward		<u>258,333</u>	<u>258,333</u>	<u>246,634</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 8 to 14 form part of these financial statements.

The Kip and Alison Bertram Charitable Trust

Balance sheet

5 April 2025

	Note	2025 £	£	2024 £	£
Fixed assets					
Investments	11		241,377		119,993
Current assets					
Debtors	12	475		475	
Cash at bank and in hand		19,037		128,578	
		19,512		129,053	
Creditors: Amounts falling due within one year	13	(2,556)		(2,412)	
Net current assets			16,956		126,641
Total assets less current liabilities			258,333		246,634
Net assets			258,333		246,634
Funds of the charity					
Unrestricted funds			258,333		246,634
Total charity funds	14		258,333		246,634

These financial statements were approved by the board of trustees and authorised for issue on 24 September 2025, and are signed on behalf of the board by:

Mr C P Bertram
Trustee

The notes on pages 8 to 14 form part of these financial statements.

The Kip and Alison Bertram Charitable Trust

Notes to the financial statements

Year ended 5 April 2025

1. General information

The charity is a registered charity in England and Wales and is unincorporated. The address of the principal office is Kingfisher House, 1 Gilders Way, Norwich, NR3 1UB, Norfolk.

2. Statement of compliance

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared 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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Accounting Practice.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the 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 issued in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

3. Accounting policies

(a) Basis of preparation

The financial statements have been prepared on a going concern basis under the historical cost convention.

The financial statements are prepared in sterling, which is the functional currency of the entity, and rounded to the nearest £.

(b) Going concern

There are no material uncertainties about the charity's ability to continue.

(c) Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

(d) Income

All income is included in the Statement of Financial Activities when the charity is entitled to the income, any performance related conditions attached have been met or are fully within the control of the charity, the income is considered probable and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Income received by way of donations, legacies, grants and gifts is included in full in the Statement of Financial Activities when receivable.
- Investment income is included when receivable.

The Kip and Alison Bertram Charitable Trust

Notes to the financial statements *(continued)*

Year ended 5 April 2025

3. Accounting policies *(continued)*

(e) Expenditure

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates:

- 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.
- Grants payable are payments made to third parties in the furtherance of charitable objectives of the charity. Single or multi-year grants are accounted for when either the recipient has a reasonable expectation that they will receive a grant and the Trustees have agreed to pay the grant without condition, or the recipient has a reasonable expectation that they will receive a grant and any condition attaching to the grant is outside the control of the charity.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the independent examination fees and costs linked to the strategic management of the charity.

All costs are allocated to expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis, as set out in the notes to the accounts.

(f) Investments

Unlisted equity investments are initially recorded at cost, and subsequently measured at fair value. If fair value cannot be reliably measured, assets are measured at cost less impairment.

Listed investments are measured at fair value with changes in fair value being recognised in income or expenditure.

(g) Financial instruments

The Trust only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

(h) Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

(i) Cash at bank

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less.

The Kip and Alison Bertram Charitable Trust

Notes to the financial statements *(continued)*

Year ended 5 April 2025

4. Donations and legacies

	Unrestricted Funds £	Total Funds 2025 £	Unrestricted Funds £	Total Funds 2024 £
Donations				
Donation of investments	<u>123,859</u>	<u>123,859</u>	<u>116,145</u>	<u>116,145</u>

5. Investment income

	Unrestricted Funds £	Total Funds 2025 £	Unrestricted Funds £	Total Funds 2024 £
Income from listed investments	3,648	3,648	267	267
Bank interest receivable	<u>957</u>	<u>957</u>	<u>1,701</u>	<u>1,701</u>
	<u>4,605</u>	<u>4,605</u>	<u>1,968</u>	<u>1,968</u>

The Kip and Alison Bertram Charitable Trust

Notes to the financial statements *(continued)*

Year ended 5 April 2025

6. Expenditure on charitable activities by activity type

	Grant funding of activities £	Support costs £	Total funds 2025 £	Total fund 2024 £
Social and welfare	40,000	—	40,000	7,150
Medical	64,000	—	64,000	59,250
Educational	3,180	—	3,180	115
Governance costs	—	3,534	3,534	3,518
	<u>107,180</u>	<u>3,534</u>	<u>110,714</u>	<u>70,033</u>

Grants to institutions:

	2025 £	2024 £
Social and welfare		
Norfolk Lowland Search and Rescue	10,000	—
EACH	—	5,000
Samaritans	3,000	—
Theodore Hill	—	1,150
Reed Easy Norfolk	2,000	—
Norfolk Community Foundation	2,000	—
Wellspring Family Centre	2,000	—
Holt Youth Project	2,000	—
Stepping Stones	2,000	—
Musical Keys	1,000	—
Eating Matters	2,500	—
YESU	1,000	—
Asperger East Anglia	1,000	—
Leeway	2,000	—
Open Road West Norfolk	1,000	—
Hebron Trust	2,000	—
1st Alington Brownies	2,000	—
Break	2,000	—
UK Sailing Academy	2,000	—
Medical		
Diabetes UK	25,000	25,000
East Anglian Air Ambulance	7,500	7,500
JDRF	10,000	10,000
NARS	2,500	—
Parkinson's UK	10,000	10,000
The Norfolk Heart Trust	—	6,500
MS Society	1,000	—
St Elizabeth East Coast	5,000	—
Shine	2,000	—
Headway Norfolk	1,000	—

Grants donated less than £1,000	3,680	1,365
	<u>107,180</u>	<u>66,515</u>

The Kip and Alison Bertram Charitable Trust

Notes to the financial statements *(continued)*

Year ended 5 April 2025

7. Analysis of support costs

Governance costs:

	Unrestricted Funds	Total Funds 2024	Unrestricted Funds	Total Funds 2023
	£	£	£	£
Independent examiner's fees	2,556	2,556	2,412	2,412
Professional fees	889	889	1,042	1,042
Bank charges	89	89	64	64
	<u>3,534</u>	<u>3,534</u>	<u>3,518</u>	<u>3,518</u>

8. Net losses on investments

	Unrestricted Funds	Total Funds 2025	Unrestricted Funds	Total Funds 2024
	£	£	£	£
Gains/(losses) on listed investments	<u>(6,051)</u>	<u>(6,051)</u>	<u>(6,618)</u>	<u>(6,618)</u>

9. Staff costs

No salaries or wages have been paid to employees, including the trustees, during the year.

10. Trustee remuneration and expenses

No trustee has received expenses during either the current or previous period.

11. Investments

	Listed investments £
Cost or valuation	
At 6 April 2024	119,993
Additions	127,435
Fair value movements	<u>(6,051)</u>
At 5 April 2025	<u>241,377</u>
Impairment	
At 6 April 2024 and 5 April 2025	
Carrying amount	
At 5 April 2025	<u>241,377</u>
At 5 April 2024	<u>119,993</u>

All investments shown above are held at valuation.

Financial assets held at fair value

The fair value of listed investments is determined by reference to the quoted price for these assets in an active market at the balance sheet date.

The Kip and Alison Bertram Charitable Trust

Notes to the financial statements *(continued)*

Year ended 5 April 2025

12. Debtors

	2025 £	2024 £
Other debtors	<u>475</u>	<u>475</u>

13. Creditors: Amounts falling due within one year

	2025 £	2024 £
Accruals and deferred income	<u>2,556</u>	<u>2,412</u>

14. Analysis of charitable funds

Unrestricted funds

Year ended 5 April 2025

	At 6 April 2024 £	Income £	Expenditure £	Gains and losses £	At 5 April 2025 £
General funds	<u>246,634</u>	<u>128,464</u>	<u>(110,714)</u>	<u>(6,051)</u>	<u>258,333</u>

Year ended 5 April 2024

	At 6 April 2023 £	Income £	Expenditure £	Gains and losses £	At 5 April 2024 £
General funds	<u>205,172</u>	<u>118,113</u>	<u>(70,033)</u>	<u>(6,618)</u>	<u>246,634</u>

15. Analysis of net assets between funds

	Unrestricted Funds £	Total Funds 2025 £
Investments	241,377	241,377
Current assets	19,512	19,512
Creditors less than 1 year	<u>(2,556)</u>	<u>(2,556)</u>
Net assets	<u>258,333</u>	<u>258,333</u>

	Unrestricted Funds £	Total Funds 2024 £
Investments	119,993	1,200
Current assets	129,053	129,053
Creditors less than 1 year	<u>(2,412)</u>	<u>(2,412)</u>
Net assets	<u>246,634</u>	<u>127,841</u>

The Kip and Alison Bertram Charitable Trust

Notes to the financial statements *(continued)*

Year ended 5 April 2025

16. Financial instruments

The carrying amount for each category of financial instrument is as follows:

	2025 £	2024 £
Financial assets measured at fair value through income and expenditure		
Investments (note 11)	<u>241,377</u>	<u>119,993</u>

17. Related parties

Unrestricted donations without conditions totalling £123,859 (2024: £116,145) were received from Trustees.