



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	10	September	2019		09	September	2020

## Section A Reference and administration details

**Charity name** The Ian Keith and Sylvia Keith Charitable Trust

**Other names charity is known by**

**Registered charity number (if any)** 1132712

**Charity's principal address** Trustee Department

1<sup>st</sup> Floor, Tower Wharf

Cheese Lane, Bristol

**Postcode** BS2 0JJ

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Royal Bank of Scotland Plc		To 05/04/2021	
2	Ludlow Trust Company Limited		From 06/04/2021	
3				
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13				
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16				
17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address
<b>Investment Managers</b>	Royal Bank of Scotland Plc	440 The Strand, London, WC2R 0QS
<b>Bankers</b>	Royal Bank of Scotland Plc	440 The Strand, London, WC2R 0QS
<b>Solicitors</b>	Hugh James	Hodge House, 114-116 St Mary Street, Cardiff, CF10 1DY
<b>Independent Examiners</b>	Geoffrey Frost, Blue Spire limited	Cawley Priory, South Pallant, Chichester, West Sussex, PO19 1SY

**Name of chief executive or names of senior staff members (Optional information)**

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## Section B Structure, governance and management

**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	Trust deed dated 10 September 2009
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Trustees are appointed by the existing trustees.

**Additional governance issues (Optional information)**

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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## Section C Objectives and activities

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

The objects of the Trust are to further such objects or purposes which are exclusively charitable, by the application of income or capital, according to the law of England and Wales in any part of the world and in such manner as the Trustees may in their absolute discretion think fit.

In furtherance of the charity's objects for the public benefit the trustees provides grants. In determining the charity's activities the trustees have had regard to the Charity Commission's guidance on public benefit.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

**Summary of the main achievements of the charity during the year**

During the year under review the charity made 24 grant awards to 12 institutions totalling £62,058 (2019: 21 grants to 13 institutions totalling £32,370) as set out in the notes.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

At the end of the reporting period the charity had free reserves amounting to £1,830 (2019: £16,992).  
In addition to the free reserves the charity has bank balances of £5,070 (2019: £67,798) and investment assets of £2,134,850 (2019: £2,136,166) within the expendable endowment fund.  
The Trustees pursue a policy of maintaining a free reserve available to be spent in the furtherance of the charity's objectives, as well as covering future needs, opportunities, contingencies and risks.

### Details of any funds materially in deficit

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

## Section F

## Other optional information

## Section G

## Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

*Debra Worthing*

Full name(s)

Debra Worthing  
On behalf of Ludlow Trust  
Company Limited

Position (eg Secretary, Chair, etc)

Date 15 July 2021



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
The Ian Keith and Sylvia Keith Charitable Trust

No (if any)  
1132712

CC16a

## Receipts and payments accounts

For the period from	Period start date 10 September 2019	To	Period end date 09 September 2020
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Addition to trust	-	-	-	-	300,000
Gift aid received	-	-	-	-	-
Income from investments	36,682	-	-	36,682	46,759
Income from bank interest	214	-	-	214	369
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>36,896</b>	<b>-</b>	<b>-</b>	<b>36,896</b>	<b>347,128</b>
<b>A2 Asset and investment sales, (see table).</b>					
Sale of investments	-	-	993,301	993,301	804,454
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>993,301</b>	<b>993,301</b>	<b>804,454</b>
<b>Total receipts</b>	<b>36,896</b>	<b>-</b>	<b>993,301</b>	<b>1,030,197</b>	<b>1,151,582</b>
<b>A3 Payments</b>					
Grants awarded	62,058	-	-	62,058	32,370
Inv mgmt and admin	-	-	33,320	33,320	28,819
Independent examiner	740	-	-	740	400
Bank charges	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>62,798</b>	<b>-</b>	<b>33,320</b>	<b>96,118</b>	<b>61,589</b>
<b>A4 Asset and investment purchases, (see table)</b>					
Investment purchases	-	-	1,011,969	1,011,969	1,088,608
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>1,011,969</b>	<b>1,011,969</b>	<b>1,088,608</b>
<b>Total payments</b>	<b>62,798</b>	<b>-</b>	<b>1,045,289</b>	<b>1,108,087</b>	<b>1,150,197</b>
<b>Net of receipts/(payments)</b>	<b>(25,902)</b>	<b>-</b>	<b>(51,988)</b>	<b>(77,890)</b>	<b>1,385</b>
<b>A5 Transfers between funds</b>	<b>10,740</b>	<b>-</b>	<b>(10,740)</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>16,992</b>	<b>-</b>	<b>67,798</b>	<b>84,790</b>	<b>83,405</b>
<b>Cash funds this year end</b>	<b>1,830</b>	<b>-</b>	<b>5,070</b>	<b>6,900</b>	<b>84,790</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Capital account	-	-	5,070
	Income account	1,830	-	-
			-	-
	<b>Total cash funds</b>	<b>1,830</b>	<b>-</b>	<b>5,070</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets	Investment portfolio	Endowment	-	2,134,850
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	Inv mgmt and admin	Endowment	6,382	
	Examiner's fees	Unrestricted	780	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

Date of approval

Debra Worthing

Debra Worthing  
On behalf of Ludlow Trust Company Limited

15 July 2021

## Section C Notes to the Accounts

### C1 Nature and purpose of funds (may be stated on analysis of funds worksheets)

Expendable endowment funds are those which are required to be invested to produce income but which may be transferred to unrestricted funds at the discretion of the trustees in order that they may be expended in furtherance of the charity's objectives.

Unrestricted income funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

### C2 Grants to institutions

#### Recipient - 1 grant unless annotated

£

Animal Rescue Cyprus	3 grants	34,608
Battersea Dogs & Cats Home	2 grants	1,000
Canine Concern Scotland Trust (THERAPET)		50
Cats in Need Cyprus	3 grants	7,500
Cats Protection League	2 grants	100
Dogs Trust (formerly National Canine Defence League)	2 grants	5,000
Essex Horse and Pony Protection Society		50
Guide Dogs for the Blind Association	2 grants	1,000
Harper Asprey Wildlife Rescue		50
PDSA (Peoples Dispensary for Sick Animals)	2 grants	5,000
SNIP International	3 grants	7,500
The Donkey Sanctaury	2 grants	200
		<hr/>
		62,058

### C3 Related party transactions

No trustee received any remuneration nor reimbursed any expenses in the year under review.

During the year under review Royal Bank of Scotland Plc, a trustee of the charity, were paid fees for the provision of administration and investment management services amounting to £33,320 (2019: £28,819) as authorised under clause 13 of the trust deed.

## **Independent Examiner's Report to the Trustees of The Ian Keith and Sylvia Keith Charitable Trust**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 09 September 2020 as set out on pages 6 to 8.

### **Responsibilities and basis of report**

As the charity's trustees 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 charity's accounts 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**

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 charity as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.



Geoffrey Frost BSc(Hons) FCA  
Blue Spire Limited  
Cawley Priory  
South Pallant  
Chichester  
West Sussex  
PO19 1SY

15 July 2021

Date