

Charity no. 1147656

HCG Charitable Trust.

Printed: 26/04/2022

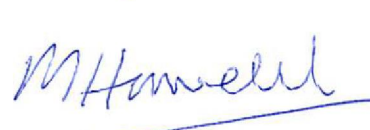
	Unrestricted funds	Restricted Income funds	Endowment funds	Total funds	Prior year funds
	£	£	£	£	£
<b>Income and endowments from:</b>					
Donations and legacies	27,486	5,000	0	32,486	21,783
Charitable activities	0	0	0	0	0
Other trading activities	0	0	0	0	0
Investments	2	0	0	2	3
Separate material item of income	0	0	0	0	0
Other	0	0	0	0	0
<b>Total</b>	<b>27,488</b>	<b>5,000</b>	<b>0</b>	<b>32,488</b>	<b>21,786</b>
<b>Expenditure on:</b>					
Raising funds	0	0	0	0	0
Charitable activities	17,050	0	0	17,050	18,995
Separate material item of expense	0	0	0	0	0
Other	0	0	0	0	0
<b>Total</b>	<b>17,050</b>	<b>0</b>	<b>0</b>	<b>17,050</b>	<b>18,995</b>
<b>Net income/(expenditure) before investment gains/(losses)</b>	<b>10,438</b>	<b>5,000</b>	<b>0</b>	<b>15,438</b>	<b>2,791</b>
Net gains/(losses) on investments	0	0	0	0	0
<b>Net income/(expenditure)</b>	<b>10,438</b>	<b>5,000</b>	<b>0</b>	<b>15,438</b>	<b>2,791</b>
Extraordinary items	0	0	0	0	0
Transfers between funds	0	0	0	0	0
<b>Net Movement in Funds</b>	<b>10,438</b>	<b>5,000</b>	<b>0</b>	<b>15,438</b>	<b>2,791</b>
<b>Reconciliation of Funds</b>					
Total funds brought forward	8,811	14,301	0	23,112	
<b>Total funds carried forward</b>	<b>19,249</b>	<b>19,301</b>	<b>0</b>	<b>38,551</b>	

	Unrestricted Funds	Restricted Income Funds	Endowment Funds	Total funds	Prior year funds
<b>Fixed assets</b>					
Intangible assets	0	0	0	0	0
Tangible assets	0	0	0	0	0
Investments	0	0	0	0	0
<i>Total fixed assets</i>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Current assets</b>					
Stocks	0	0	0	0	0
Debtors	1,813	0	0	1,813	750
Investments	0	0	0	0	0
Cash at bank and in hand	17,437	19,301	0	36,738	22,362
<i>Total current assets</i>	<b>19,249</b>	<b>19,301</b>	<b>0</b>	<b>38,551</b>	<b>23,112</b>
Creditors: amounts falling due within one year	0	0	0	0	0
<i>Net current assets/(liabilities)</i>	<b>19,249</b>	<b>19,301</b>	<b>0</b>	<b>38,551</b>	<b>23,112</b>
<i>Total assets less current liabilities</i>	<b>19,249</b>	<b>19,301</b>	<b>0</b>	<b>38,551</b>	<b>23,112</b>
Creditors: amounts falling due after more than one year	0	0	0	0	0
Provisions for liabilities	0	0	0	0	0
<b>Total net assets or liabilities</b>	<b>19,249</b>	<b>19,301</b>	<b>0</b>	<b>38,551</b>	<b>23,112</b>
<b>Funds of the Charity</b>					
Endowment funds	0	0	0	0	0
Restricted income funds	0	19,301	0	19,301	14,301
Unrestricted funds	19,249	0	0	19,249	8,811
Revaluation reserve	0	0	0	0	0
<b>Total funds</b>	<b>19,249</b>	<b>19,301</b>	<b>0</b>	<b>38,551</b>	<b>23,112</b>

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

Signature	Print Name	Date of approval dd/mm/yyyy

 Chairman  
10/06/2022

 Trustee  
10/06/2022



# CHARITY COMMISSION FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the trustees/  
members of

HONOURABLE COMPANY OF GLOUCESTERSHIRE  
CHARITABLE TRUST

On accounts for the year  
ended

31/3/2022

Charity no  
(if any)

1147656

Set out on pages

(remember to include the page numbers of additional sheets)

Respective  
responsibilities of  
trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

The charity's trustees consider that an audit is not required for this year under section 144 of the Act and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the applicable Directions given by the Charity Commission (under section 145(5)(b) of the Act, and
- to state whether particular matters have come to my attention

Basis of independent  
examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent  
examiner's statement

In connection with my examination, no material matters have come to my attention (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

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

\* Please delete the words in the brackets if they do not apply.

Signed: Karen M Randall

Date: 24/5/2022

Name: KAREN M RANDALL

Relevant professional  
qualification(s) or body  
(if any):

ICAEW Chartered Accountant

Address:

OWLPEN HALL, OWLPEN
GLoucestershire
GL11 5BX

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

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**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 1<sup>st</sup> April 2021 Period start date To 31<sup>st</sup> March 2022 Period end date

Charity name: Honourable Company of Gloucestershire Charitable Trust

Charity registration number: 1147656

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The promotion of any charitable purpose which is beneficial to the community in the County of Gloucestershire and the County of South Gloucestershire including:- -the advancement of education and training -the advancement of the arts, culture & heritage -the advancement of health & saving of lives -the advancement of amateur sport -the conservation of historic buildings and sites -the prevention and/or relief of poverty -the development and improvement of community relations and social conditions
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The activities of the trustees are essentially to award grants and to visit projects either to assess the qualities of a potential beneficiary at the application stage or to follow up after a grant has been made.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	When considering applications for grants, the trustees have consistently included in their deliberations the requirement that the applicant should be operating for the public benefit as defined by the Charity Commission.

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	All grants are considered and approved by the trustees at quarterly meetings. Most grants are for amounts up to £1,000 with, in exceptional circumstances, an upper limit of £2,000. All grants are required to comply with the purpose of the Trust as summarised above.



## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>During 2021/22, grants totalling £17,050 were made.</p> <p>The majority were for social projects for the improvement of life for the disadvantaged totalling £12,000.</p> <p>The Trust also runs an annual award scheme to recognise the outstanding work that the Cadet organisations and Boys Brigade do in the county - £2,550.</p> <p>In the arts and heritage field grants of £2,550 were made, which includes an annual library award in the county of £1,500.</p> <p>The wide variety of grants were all intended to improve the lives and the social environment of the people of Gloucestershire, with special emphasis on the disadvantaged members of society.</p>

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>The finances of the Trust were strong with the General Fund holding around funds equal to the years grants. The Covid pandemic seems to have held back some applications for grants.</p> <p>The Restricted Funds are recently acquired and are for helping disadvantaged youth in the county. The Trustees are still working out how best to use these funds.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>The trustees wish to keep reserves in the General Fund of approximately half a year's income in order to be able to respond if there is an exceptional need.</p> <p>The reserve held in the Restricted Fund will be used to make annual grants over the next ten years.</p>
Amount of reserves held	Para 1.22	General Fund: £19,249 and Restricted Fund: 19,301.

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	The income of the Trust comes in the form of donations by members of the Honourable Company of Gloucestershire, which is strictly separate from the Trust. Members are expected to make an annual donation to the Trust.
A description of the principal risks facing the charity	Para 1.46	The principal risk to the Trust would be the liquidation of the Honourable Company of Gloucestershire with the consequent absence of annual donations to the Trust.

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Trust deed dated 12 <sup>th</sup> March 2012, Supplemental Deed dated 8 <sup>th</sup> September 2015 and Supplemental Deed dated 2 <sup>nd</sup> February 2022.
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	Unincorporated association.
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Every trustee is appointed by a resolution passed at an ordinary meeting of the trustees. Every trustee must be a member of the Honourable Company of Gloucestershire. In addition, the Warden and Assistant Warden of the Honourable Company are automatically trustees for as long as they hold those positions.

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	New trustees generally already have significant experience of the duties and responsibilities of trustees. The Chair of the trustees ensures that all new trustees are fully informed regarding duties, responsibilities, the normal method of operating and the relationship with the Honourable Company of Gloucestershire. New trustees are provided with a copy of the trust deed, supplemental deed and the latest accounts.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The trustees meet as a body every quarter at which meetings all decisions are made. The decisions of the trustees at their quarterly meetings are recorded in written minutes. There are no employees or volunteers. There is an unpaid Secretary to the Trustees and an unpaid Treasurer. The Trustees make use of the connections with county organisations of the wider membership of the Honourable Company of Gloucestershire.
Relationship with any related parties	Para 1.51	There is a close relationship between the Trust and the Honourable Company of Gloucestershire. All trustees must be members of the Honourable Company and the Warden and Assistant Warden are automatically trustees. The trustees do, from time to time, refer to the Interest Groups of the Honourable Company for advice on any particular grant applications when they consider that to be appropriate, but all decisions made are wholly the responsibility of the Trustees. The Honourable Company also has some funds held by Gloucestershire Community Foundation; the trustees co-operate with GCF in identifying suitable beneficiaries for grant making from the GCF funds. There are no subsidiary undertakings.

## Reference and Administrative details

Charity name	The Honourable Company of Gloucestershire Charitable Trust.
Other name the charity uses	N/A
Registered charity number	1147656
Charity's principal address	Mrs Margaret Fuller, Woodborough, Mopla Road, Tutshill, Chepstow, Gloucestershire, NP16 7PS

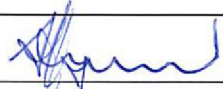
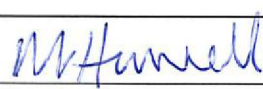
## Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Mr M Heywood	Chair		
2	Mr M Hurrell			
3	Mr D Munro		6/7/21	
4	Prof Chris Gaskell			Honourable Company of Gloucestershire
5	Lt Col A Tabor			Honourable Company of Gloucestershire
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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	MARCUS B HEYWOOD	MARK HURRELL
Position (eg Secretary, Chair, etc)	CHAIRMAN	TRUSTEE
Date	10 <sup>th</sup> June 2022	



## **Honourable Company of Gloucestershire Charitable Trust - Summary of Financial Controls.**

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### **Records.**

- The Trust accounts are maintained on Paxton Charity Accounting software, which is an online system and provides reports which are fully compliant with Charity Commission requirements.
- The accounts are reconciled regularly with both the bank statements and the accounts of the Honourable Company of Gloucestershire (Honco), which initially receives most of the members' donations on behalf of the Trust and then passes the funds over to the Trust from time to time.
- Gift Aid is claimed on donations where appropriate and, where relevant, Gift Aid forms for the years up to 2018/19 are held. For the year 2019/20 and thereafter the online Loveadmin system of membership management was implemented; this includes an online record of Gift Aid applicability (or not), which is reviewed each year by members of the Honco.
- Original and scanned copies of all bid applications are retained.
- A record of all Trustee meetings are kept.
- Electronic copies of all bank statements are kept.
- The Trust's financial year runs from 1st April to 31st March.

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### **Controls.**

- The Trust banks with Handelsbanken in Cheltenham and runs a current account only.
- Access to view the bank account is online through the use of the bank's card and card reader; this is purely for accessing bank statements.
- Cards and card readers are held only by the Clerk of the Honco, the Warden of the Honco, the Secretary to the Trustees and the Treasurer of the Trust.
- No payments or deposits are made online.
- All payments must be approved by a meeting of the Trustees and are duly minuted.
- Payments are made by cheque only and each cheque requires two authorised signatories.

Friday 10th June 2022

- Cheque signatories are authorised from time to time by duly minuted Trustee meetings and relevant bank forms are completed, with copies kept with the relevant minutes.
- Cheque signatories are the permanent Trustees i.e. excluding the Warden of the Honco and Deputy Warden, unless the latter are also permanent Trustees.
- Income and Expenditure Accounts and Balance Sheets are presented to every Trustee meeting together with a summary of grants made in the year to date.
- Annual accounts are approved normally at the first Trustee meeting after the end of the Trust's financial year, 31st March. The relevant figures are then reported to the Charity Commission.
- The Secretary to the Trustees is the Point of Contact with the Charity Commission.

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#### Gloucestershire Community Foundation (GCF).

- The Honourable Company has some funds which are overseen by the GCF. They fall into two parts. The larger part was founded when the Government was operating the "Grass Roots Scheme": the Company put in £25,000, which the Government matched, making a total of £50,000. The second fund is much smaller and is the result of gifts by members of the Company, they were not matched by the Government.
- Each calendar year the GCF Trustees make a sum available for grant making and the statements are available online.
- The Honourable Company has given the Trustees of the Charitable Trust responsibility for overseeing and using the funds as they see fit, provided that they comply with the objectives of the GCF.