

| Trustees' Annual Report for the period |                   |       |      |    |                 |       |
|----------------------------------------|-------------------|-------|------|----|-----------------|-------|
| From                                   | Period start date |       |      | To | Period end date |       |
|                                        | 6 <sup>th</sup>   | April | 2021 |    | 5 <sup>th</sup> | April |

## Section A Reference and administration details

|                                    |                        |          |  |
|------------------------------------|------------------------|----------|--|
| Charity name                       | The Matt Robinson Fund |          |  |
| Other names charity is known by    |                        |          |  |
| Registered charity number (if any) | 1151962                |          |  |
| 2 New Barns Oast                   |                        |          |  |
| 146 Lavenders Road                 |                        |          |  |
| West Malling Kent                  |                        |          |  |
| Postcode                           |                        | ME19 6HR |  |

### 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 | Nazim Bunting           | Chair           | To 24 April 2021                  |                                                               |
| 2 | Julia Bunting           | Treasurer       | From 25 April 2021                |                                                               |
| 3 | Nicholas Robinson       |                 |                                   |                                                               |
| 4 | Rebecca Robinson Hugill | Secretary       |                                   |                                                               |

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

| Name | Dates acted if not for whole year |
|------|-----------------------------------|
| None |                                   |
|      |                                   |
|      |                                   |

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

| Type of adviser | Name | Address |
|-----------------|------|---------|
| None            |      |         |
|                 |      |         |
|                 |      |         |
|                 |      |         |

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

|      |
|------|
| None |
|------|

## Section B Structure, governance and management

### Description of the charity's trusts

|                                                              |                         |
|--------------------------------------------------------------|-------------------------|
| Type of governing document<br>(eg. trust deed, constitution) | Foundation Constitution |
|--------------------------------------------------------------|-------------------------|

|                                                                     |                                                       |
|---------------------------------------------------------------------|-------------------------------------------------------|
| How the charity is constituted<br>(eg. trust, association, company) | Charitable Incorporated Organisation                  |
| Trustee selection methods<br>(eg. appointed by, elected by)         | All current trustees are volunteer Founding 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.

The establishment of The Matt Robinson Fund was initiated when Matthew Robinson, brother of Nicholas Robinson (Founding Trustee) was involved in a traumatic accident. Rebecca Robinson Hugill is Nicholas's wife, Nazim and Julia Bunting are married to each other, and are friends of the Robinson family with appropriate skills within the business and charity sectors to participate in the governance of the charity. In line with the CIO Naz Bunting stepped down as Chair Trustee on 24<sup>th</sup> April 2021 having served three consecutive terms. Julia was reappointed as a Trustee for a three year term starting on 25<sup>th</sup> April 2021. Nick Robinson was appointed as Chair from 25<sup>th</sup> April 2021.

The charity is a small stand-alone organisation with very low running costs. The charity is mainly a grant-giving organisation so the trustees believe the major risks associated with the organisation relate to:

a) Potential for fraudulent/ inflated grant applications: this risk is managed by requiring applicants to provide i) evidence of trauma (where appropriate) and ii) auditable estimates for any equipment to be grant-funded. Applicants are also requested to submit receipts for grant-funded purchases.

b) Secure funds management: Money is held in a charity current account and a charity deposit account with a national high street bank regulated by the Financial Conduct Authority and the charity treasurer is a qualified accountant working within the charity and not-for-profit sector.

c) Risk of Misuse of Funds by Trustee  
Trustees aim to meet at least once a year where bank statements are reviewed to ensure appropriate expenditure of funds.

## Section C Objectives and activities

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

The objective of the Matt Robinson Fund is "the relief of sickness and preservation of health for those affected by traumatic limb loss, in particular but not exclusively by the provision of grants". The focus of support is on those who are not well-supported through other means (such as personal accident insurance or armed services support).

**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)**

The trustees are aware of and have had regard to the Charity Commission guidance on public benefit in this eighth year of operation.

From personal involvement with a family member who suffered a double traumatic limb loss incident, the trustees became aware of the need for additional support for those in such situations who are not well supported from other sources. As such those who can benefit from the charity are mainly limited to those with the 'protected characteristic' of a disability specifically arising from a limb-loss trauma. As part of the process of when the charity was established, the trustees considered practical ways in which 'benefits' could be achieved for those affected by traumatic limb loss. It was determined that given the anticipated small size of the organisation, the most appropriate way to achieve the goal of 'benefits' would be to set up a system for the application and consideration of grants. The trustees initially determined there may be three types of grants applied for:

- a) those to cover short term expenses following a limb-loss incident
- b) medium term grants to cover items to enhance the quality of life post-trauma (anticipated value £200 - £500)
- c) major grants to cover expenses associated with longer term needs

Over the first seven years of operation, the charity has made eight grant awards, three in category b) and five in category c).

During the first year of operation (May 2013 to April 2014) the charity built up a reserve of grant funds through concerted fund raising initiatives. At the beginning of the second year of operation, a supporter kindly volunteered to undertake a sponsored fundraising event. Following careful consideration, the trustees felt that the funds generated by this event, together with existing reserves and an anticipated GiftAid claim, were of a sufficient level to meet the anticipated level of foreseeable need. However, it was agreed by the trustees that should they become aware of a potential grant application for a substantial amount consideration would be given to initiating significant fundraising activities. Small amounts of income are still being achieved through passive fund raising via the Easyfundraising website and through occasional one-off donations or sponsorship events.

Any applications for grants which have been received for consideration have been evaluated according to whether they fall within the specific charitable object of the Matt Robinson Fund.

**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.

## Section D

## Achievements and performance

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

The main activities of the charity during the year are as follows:

- As the period of the report includes periods of COVID 19 difficulties, the Trustees mainly maintained regular contact through phone and email and held one Trustee Meeting on 2<sup>nd</sup> October 2021.
- There was one grant approved for one category c) grant request for the value of £8,350.
- A small number of non-specific requests for funding were received from other charities who were advised to reapply giving more details should they be supporting any individuals covered by the object of the Matt Robinson Fund. No further correspondence was received.
- During this year the Trustees kept in contact with one family in particular regarding potential grants applications for the benefit of a child who would be covered by the charity's remit.
- Fundraising was limited to passive fund raising based on donations from Easyfundraising . A very small amount of income was received through interest payments on funds held in the charity's deposit account.

## Section E

## Financial review

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

Although the Trustees acknowledge the running costs of the charity are extremely low, a minimum reserve of £2,000 will be maintained in the charity's current bank account.

### 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.

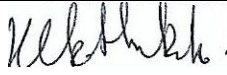
**Section F****Other optional information**

|  |
|--|
|  |
|--|

**Section G****Declaration**

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

Signed on behalf of the charity's trustees

|                                     |                                                                                   |                                                                                     |
|-------------------------------------|-----------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| Signature(s)                        |  |  |
| Full name(s)                        | Nick Robinson                                                                     | Rebecca Robinson Hugill                                                             |
| Position (eg Secretary, Chair, etc) | Founding Trustee                                                                  |                                                                                     |

1 February 2023



## Receipts and payments accounts

CC16a

For the period  
from

06-Apr-20

To

05-Apr-21

### Section A Receipts and payments

|                                                       | Unrestricted funds<br>to the nearest £ | Restricted funds<br>to the nearest £ | Endowment funds<br>to the nearest £ | Total funds<br>to the nearest £ | Last year<br>to the nearest £ |
|-------------------------------------------------------|----------------------------------------|--------------------------------------|-------------------------------------|---------------------------------|-------------------------------|
| <b>A1 Receipts</b>                                    |                                        |                                      |                                     |                                 |                               |
| Donations                                             | 41                                     | -                                    | -                                   | 41                              | 520                           |
| GiftAid Claim                                         | -                                      | -                                    | -                                   | -                               | -                             |
| Matched Funding                                       | -                                      | -                                    | -                                   | -                               | 325                           |
| Deposit Fund Interest                                 | 3                                      | 1                                    | -                                   | 4                               | 100                           |
|                                                       | -                                      | -                                    | -                                   | -                               | -                             |
|                                                       | -                                      | -                                    | -                                   | -                               | -                             |
|                                                       | -                                      | -                                    | -                                   | -                               | -                             |
|                                                       | -                                      | -                                    | -                                   | -                               | -                             |
| <b>Sub total (Gross income for AR)</b>                | <b>44</b>                              | <b>1</b>                             | <b>-</b>                            | <b>45</b>                       | <b>937.00</b>                 |
| <b>A2 Asset and investment sales, (see table).</b>    |                                        |                                      |                                     |                                 |                               |
|                                                       | -                                      | -                                    | -                                   | -                               | -                             |
|                                                       | -                                      | -                                    | -                                   | -                               | -                             |
| <b>Sub total</b>                                      | <b>-</b>                               | <b>-</b>                             | <b>-</b>                            | <b>-</b>                        | <b>-</b>                      |
| <b>Total receipts</b>                                 | <b>44</b>                              | <b>1</b>                             | <b>-</b>                            | <b>45</b>                       | <b>937</b>                    |
| <b>A3 Payments</b>                                    |                                        |                                      |                                     |                                 |                               |
| Charitable Grants                                     | 7,520                                  | 830                                  | -                                   | 8,350                           | -                             |
| Fundraising Events                                    | -                                      | -                                    | -                                   | -                               | -                             |
|                                                       | -                                      | -                                    | -                                   | -                               | -                             |
|                                                       | -                                      | -                                    | -                                   | -                               | -                             |
|                                                       | -                                      | -                                    | -                                   | -                               | -                             |
|                                                       | -                                      | -                                    | -                                   | -                               | -                             |
|                                                       | -                                      | -                                    | -                                   | -                               | -                             |
|                                                       | -                                      | -                                    | -                                   | -                               | -                             |
| <b>Sub total</b>                                      | <b>7,520</b>                           | <b>830</b>                           | <b>-</b>                            | <b>8,350</b>                    | <b>2,687</b>                  |
| <b>A4 Asset and investment purchases, (see table)</b> |                                        |                                      |                                     |                                 |                               |
|                                                       | -                                      | -                                    | -                                   | -                               | -                             |
|                                                       | -                                      | -                                    | -                                   | -                               | -                             |
| <b>Sub total</b>                                      | <b>-</b>                               | <b>-</b>                             | <b>-</b>                            | <b>-</b>                        | <b>-</b>                      |
| <b>Total payments</b>                                 | <b>7,520</b>                           | <b>830</b>                           | <b>-</b>                            | <b>8,350.0</b>                  | <b>2,687.00</b>               |
| <b>Net of receipts/(payments)</b>                     | <b>- 7,476</b>                         | <b>- 829</b>                         | <b>-</b>                            | <b>- 8,305.00</b>               | <b>- 1,750.00</b>             |
| <b>A5 Transfers between funds</b>                     | <b>-</b>                               | <b>-</b>                             | <b>-</b>                            | <b>-</b>                        | <b>-</b>                      |
| <b>A6 Cash funds last year end</b>                    | <b>29,408</b>                          | <b>13,429</b>                        | <b>-</b>                            | <b>42,837.000</b>               | <b>44,587.92</b>              |
| <b>Cash funds this year end</b>                       | <b>21,932</b>                          | <b>12,600</b>                        | <b>-</b>                            | <b>34,532.00</b>                |                               |

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

| Categories           | Details                 | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
|----------------------|-------------------------|------------------------------------|----------------------------------|---------------------------------|
| <b>B1 Cash funds</b> |                         |                                    |                                  |                                 |
|                      | Cash at Bank            | 28,478                             | 16,110                           | -                               |
|                      |                         | -                                  | -                                | -                               |
|                      |                         | -                                  | -                                | -                               |
|                      | <b>Total cash funds</b> | <b>21,932</b>                      | <b>12,600</b>                    | <b>-</b>                        |

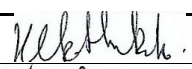
|                                 |         | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
|---------------------------------|---------|------------------------------------|----------------------------------|---------------------------------|
| <b>B2 Other monetary assets</b> | Details |                                    |                                  |                                 |
|                                 |         | -                                  | -                                | -                               |
|                                 |         | -                                  | -                                | -                               |
|                                 |         | -                                  | -                                | -                               |
|                                 |         | -                                  | -                                | -                               |
|                                 |         | -                                  | -                                | -                               |

|                             |         | Fund to which asset<br>belongs | Cost (optional) | Current value<br>(optional) |
|-----------------------------|---------|--------------------------------|-----------------|-----------------------------|
| <b>B3 Investment assets</b> | Details |                                |                 |                             |
|                             |         |                                | -               | -                           |
|                             |         |                                | -               | -                           |
|                             |         |                                | -               | -                           |
|                             |         |                                | -               | -                           |

|                                                         |         | Fund to which asset<br>belongs | Cost (optional) | Current value<br>(optional) |
|---------------------------------------------------------|---------|--------------------------------|-----------------|-----------------------------|
| <b>B4 Assets retained for the<br/>charity's own use</b> | Details |                                |                 |                             |
|                                                         |         |                                | -               | -                           |
|                                                         |         |                                | -               | -                           |
|                                                         |         |                                | -               | -                           |
|                                                         |         |                                | -               | -                           |
|                                                         |         |                                | -               | -                           |
|                                                         |         |                                | -               | -                           |
|                                                         |         |                                | -               | -                           |
|                                                         |         |                                | -               | -                           |

|                       |         | Fund to which<br>liability relates | Amount due<br>(optional) | When due (optional) |
|-----------------------|---------|------------------------------------|--------------------------|---------------------|
| <b>B5 Liabilities</b> | Details |                                    |                          |                     |
|                       |         |                                    | -                        |                     |
|                       |         |                                    | -                        |                     |
|                       |         |                                    | -                        |                     |
|                       |         |                                    | -                        |                     |

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

| Signature                                                                           | Print Name          | Date of approval |
|-------------------------------------------------------------------------------------|---------------------|------------------|
|  | R L Robinson Hugill | 04/02/2023       |
|  | N Robinson          | 04/02/2023       |