

# MICHAEL GUEST CHARITABLE FOUNDATION

England & Wales · Charity number 1154653

## Details

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**Status** Registered

**Legal form** Trust

**Registered** 2013-11-19

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Wilson Browne LLP  
Kettering Parkway  
Kettering Venture Park  
Kettering  
NN15 6WN

**Phone** 01536410014

**Email** [nmaher@wilsonbrowne.co.uk](mailto:nmaher@wilsonbrowne.co.uk)

**Website** [www.michaelguestcf.co.uk](http://www.michaelguestcf.co.uk)

## Activities

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**Objects:** TO PROMOTE SUCH PURPOSES THAT ARE EXCLUSIVELY CHARITABLE UNDER THE LAWS OF ENGLAND AND WALES AS THE TRUSTEES IN THEIR DISCRETION FROM TIME TO TIME DETERMINE IN PARTICULAR BY SUPPORTING THE WORKS OF OTHER REGISTERED CHARITIES BY THE MAKING OF DONATIONS OR GRANTS FROM INCOME AND CAPITAL AVAILABLE FOR DISTRIBUTION.

**Activities:** The charity supports the works of other UK registered charities by the making of donations or grants.

## Classification

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- **How:** Makes Grants To Organisations
- **What:** General Charitable Purposes
- **Who:** Other Charities Or Voluntary Bodies, The General Public/mankind

## Geography

- Throughout England And Wales

## Finances

| Period end | Income   | Expenditure | Assets | Employees |
|------------|----------|-------------|--------|-----------|
| 2025-03-31 | £202,095 | £361,130    | -      | -         |
| 2024-03-31 | £189,337 | £241,866    | -      | -         |
| 2023-03-31 | £248,404 | £165,540    | -      | -         |
| 2022-03-31 | £55,066  | £67,955     | -      | -         |
| 2021-03-31 | £31,868  | £34,099     | -      | -         |

## Trustees

| Name                   | Role  | Appointed  |
|------------------------|-------|------------|
| Hannah Shepherd        | Chair | 2018-10-23 |
| Charles Marment        |       | 2013-10-30 |
| Kathryn Denise Walshaw |       | 2024-03-08 |
| Lydia Marie Shepherd   |       | 2020-11-23 |
| Susana Patten          |       | 2023-03-17 |

**MICHAEL GUEST CHARITABLE FOUNDATION**

England & Wales - Charity number 1154653

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# Accounts

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Charity registration number 1154653 (England and Wales)

**MICHAEL GUEST CHARITABLE FOUNDATION**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2025**

# MICHAEL GUEST CHARITABLE FOUNDATION

## LEGAL AND ADMINISTRATIVE INFORMATION

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**Trustees**

C Marment  
H Shepherd  
L Shepherd  
S Patten  
K Walshaw

**Charity number**

1154653

**Correspondence address**

Kettering Parkway South  
Kettering Venture Park  
Kettering  
Northamptonshire  
United Kingdom  
NN15 6WN

**Accountants**

Azets  
Thorpe House  
93 Headlands  
Kettering  
Northamptonshire  
United Kingdom  
NN15 6BL

**Independent examiner**

Edward Thomas Peirson & Sons  
Chartered Accountants  
21 The Point  
Rockingham Road  
Market Harborough  
LE16 7NU

**Solicitors**

Wilson Browne Solicitors  
Kettering Parkway South  
Kettering Venture Park  
Kettering  
United Kingdom  
NN15 6WN

**Investment advisors**

Charles Stanley & Co Limited  
Ropemaker Place  
25 Ropemaker Street  
London  
EC2Y 9LY

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# MICHAEL GUEST CHARITABLE FOUNDATION

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# MICHAEL GUEST CHARITABLE FOUNDATION

## TRUSTEES' REPORT

### *FOR THE YEAR ENDED 31 MARCH 2025*

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The trustees present their annual report and financial statements for the year ended 31 March 2025.

The accounts have been prepared in accordance with the accounting policies set out in the notes to the accounts and comply with the charity's trust deed, 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.

#### **Objectives and activities**

The charity's objective, as set out in the trust deed dated 4<sup>th</sup> October 2013, is to promote such purposes that are exclusively charitable under the laws of England and Wales as the trustees in their discretion from time to time determine in particular by supporting the works of other registered charities by the making of donations or grants from income and capital available for distribution.

The charity's administrators receive written applications for grants from a wide range of UK registered charities, which are then circulated to the trustees for consideration. At each trustees' meeting, a list of grants, drawn up from the applications received and other research and information, is approved, following which successful applicants are advised of the amount awarded. Where necessary, based on the urgency of the request, a grant may be approved by the trustees in the period between meetings.

The success of grant making activities is measured by our assessment of the effectiveness of funding provided to each particular area of benefit and the wide range of good causes we are able to support, as well as by reference to the value and number of grants we are able to approve,

The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives, in planning future activities and setting the above grant making policy.

#### **Achievements and performance**

The Foundation continues to receive a large number of grant applications.

In the year, the trustees were able to approve 26 (2024: 38) total grants to 24 (2024: 31) separate institutions totalling £309,668 (2024: £188,500), which were paid to a wide range of local and national charities.

This includes multi-year grant commitments made to 7 individual charities of £30,000 each. These grants are payable over 3 years in 12 equal quarterly instalments, and have been recognised as expenditure in the year ended 31 March 2025 based on the net present value of the expected payments.

Areas of benefit included animal care, care of young people and children, medical research, medicine and other care, mental health wellbeing, music and the arts, refugee support, relief of financial hardship, religion and care of places of worship, rescue and support organisations, and the environment and regeneration.

# MICHAEL GUEST CHARITABLE FOUNDATION

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2025

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#### Financial review

The charity's work is reliant on income and investment returns from its endowment funds. The unrestricted income from this source increased to £201,840 in the year to 31 March 2025 (2024: £189,206), largely as a result of improved stability within financial markets throughout 2024/25 and gains made on the investments in 2024. This level of investment income is consistent with a normal year for the charity.

Grants and support costs paid totalled £330,193 (2024: £212,242) and investment management costs were £30,589 (2024: £29,624). The increase in grants and support costs is related to multi-year grant commitments made to seven individual charities during 2025. As there are no performance-related conditions attached to these grants and the commitment has been communicated to the relevant charities, the total grant commitment of £193,668 has been recognised in full in the year ended 31 March 2025.

The charity's portfolio of listed investments is managed on a discretionary basis by its investment managers with the objective of producing a balance between capital growth and income.

Global financial markets had been relatively flat throughout 2024/25; however, a difficult economic outlook for the United Kingdom and many other countries around the world has resulted in several investments decreasing in value. This has resulted in net losses on investments totalling £418,724 (2024: gains £215,667) for the year ended 31 March 2025.

The net movement in funds for the year was a decrease of £577,672 (2024: increase £163,138).

#### Reserves policy

Total funds held at 31 March 2025 are shown on the balance sheet. Funds include an expendable endowment fund of £6,150,557. Expendable endowment is excluded from the definition of reserves, but the funds can be transferred to income and spent at the discretion of the trustees.

In the opinion of the trustees, this flexibility, together with an anticipated significant increase in investment income in future years, means that the holding of reserves is not necessary. The trustees will review their reserves policy on a regular basis.

Unrestricted funds are currently in deficit by £23,631 as a result of grant commitments recognised in the year to 31 March 2025. This deficit is expected to reverse over the following two years as total grants made will be lower to recognise the impact of these commitments.

#### Principal risks

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

The principal risks relate to investment performance and operational risks in terms of grant-making activities arising, for example, from fraudulent applications or reputational risk. The trustees receive regular reports from the Foundation's investment managers, enabling them to review performance, including periodic valuations. All grant applications are subject to research, further information is obtained as necessary, and are paid only after approval by the trustees.

#### Plans for future periods

The receipt of the significant legacy received in the year ended 31 March 2022 should ensure the financial stability of the Foundation for the foreseeable future. The prudent use of the funds now available will enable the trustees to significantly expand the Foundation's grant-making activity over coming years.

#### Structure, governance and management

The charity is an unincorporated charity established by trust deed dated 4th October 2013. It was registered with the Charity Commission in England and Wales on 19th November 2013.

# MICHAEL GUEST CHARITABLE FOUNDATION

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2025**

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The trustees who served during the year and up to the date of signature of the financial statements were:

C Marment  
H Shepherd  
L Shepherd  
S Patten  
K Walshaw

The first trustees were appointed by the trust deed. There must be at least three trustees. New trustees may be appointed by a resolution of the existing trustees passed at a special meeting, which may be called at any time by the person elected to chair meetings of the trustees or by any two trustees. In selecting individuals for appointment as trustees, the trustees must have regard to the skills, knowledge and experience needed for the effective administration of the charity. Each new trustee must be provided with a copy of the trust deed and a copy of the charity's latest report and accounts. Trustees will normally remain in office until they resign.

The trustees must hold at least two ordinary meetings each year, at which they intend to review and discuss grant making policy, investment policy and performance, and other strategic matters.

Ordinary or special meetings may be called at any time by the person elected to chair meetings of the trustees or by any two trustees. At their first ordinary meeting each year the trustees must elect one of their number to chair their meetings. No business shall be conducted at a meeting unless at least one third of the total number of trustees or two trustees (whichever is the greater) are present throughout the meeting. Decisions must be made by the majority of the trustees present and voting. The person chairing the meeting shall have a casting vote.

The day to day administration of the charity has been delegated to its solicitors.

The trustees' report was approved by the Board of Trustees.

**H Shepherd**

Trustee

Dated: 13 February 2026

# MICHAEL GUEST CHARITABLE FOUNDATION

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF MICHAEL GUEST CHARITABLE FOUNDATION

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I report to the trustees on my examination of the financial statements of Michael Guest Charitable Foundation (the charity) for the year ended 31 March 2025.

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

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

I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the Charities Act 2011.

#### **Independent examiner's statement**

Your attention is drawn to the fact that the charity has prepared the financial statements in accordance with the relevant version of the Statement of Recommended Practice applicable to charities preparing their financial statements 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 now been withdrawn. I understand that this has been done in order for the financial statements to provide a true and fair view in accordance with UK Generally Accepted Accounting Practice.

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 that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the Charities Act 2011.
- 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 financial statements set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the financial statements give a true and fair view, which is not a matter considered as part of an independent examination.

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 financial statements to be reached.

A.A. Bentley  
Edward Thomas Peirson & Sons  
Chartered Accountants  
21 The Point  
Rockingham Road  
Market Harborough  
LE16 7NU  
United Kingdom

Dated: 24 February 2026

# MICHAEL GUEST CHARITABLE FOUNDATION

## STATEMENT OF FINANCIAL ACTIVITIES

**FOR THE YEAR ENDED 31 MARCH 2025**

|                                           | Notes | Unrestricted funds<br>2025<br>£ | Endowment funds<br>2025<br>£ | Total<br>2025<br>£ | Unrestricted funds<br>2024<br>£ | Endowment funds<br>2024<br>£ | Total<br>2024<br>£ |
|-------------------------------------------|-------|---------------------------------|------------------------------|--------------------|---------------------------------|------------------------------|--------------------|
| <b>Income from:</b>                       |       |                                 |                              |                    |                                 |                              |                    |
| Investments                               | 3     | 202,095                         | -                            | 202,095            | 189,337                         | -                            | 189,337            |
| <b>Total income</b>                       |       | 202,095                         | -                            | 202,095            | 189,337                         | -                            | 189,337            |
| <b>Expenditure on:</b>                    |       |                                 |                              |                    |                                 |                              |                    |
| Raising funds                             | 4     | -                               | 30,589                       | 30,589             | -                               | 29,624                       | 29,624             |
| Charitable activities                     | 5     | 330,193                         | -                            | 330,193            | 212,242                         | -                            | 212,242            |
| Other expenditure                         | 10    | 348                             | -                            | 348                | -                               | -                            | -                  |
| <b>Total expenditure</b>                  |       | 330,541                         | 30,589                       | 361,130            | 212,242                         | 29,624                       | 241,866            |
| Net gains/(losses) on investments         |       | -                               | (418,724)                    | (418,724)          | -                               | 215,667                      | 215,667            |
| <b>Net income/(expenditure)</b>           |       | (128,446)                       | (449,313)                    | (577,759)          | (22,905)                        | 186,043                      | 163,138            |
| <b>Other recognised gains and losses:</b> |       |                                 |                              |                    |                                 |                              |                    |
| Other gains                               | 12    | 87                              | -                            | 87                 | -                               | -                            | -                  |
| <b>Net movement in funds</b>              | 8     | (128,359)                       | (449,313)                    | (577,672)          | (22,905)                        | 186,043                      | 163,138            |
| <b>Reconciliation of funds:</b>           |       |                                 |                              |                    |                                 |                              |                    |
| Fund balances at 1 April 2024             |       | 104,728                         | 6,599,870                    | 6,704,598          | 127,633                         | 6,413,827                    | 6,541,460          |
| <b>Fund balances at 31 March 2025</b>     |       | (23,631)                        | 6,150,557                    | 6,126,926          | 104,728                         | 6,599,870                    | 6,704,598          |

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

# MICHAEL GUEST CHARITABLE FOUNDATION

## BALANCE SHEET

AS AT 31 MARCH 2025

|                                                                | Notes | 2025<br>£      | £                | 2024<br>£      | £                |
|----------------------------------------------------------------|-------|----------------|------------------|----------------|------------------|
| <b>Fixed assets</b>                                            |       |                |                  |                |                  |
| Tangible assets                                                | 13    |                | 256              |                | 584              |
| Investments                                                    | 14    |                | 6,011,486        |                | 6,460,651        |
|                                                                |       |                | <u>6,011,742</u> |                | <u>6,461,235</u> |
| <b>Current assets</b>                                          |       |                |                  |                |                  |
| Debtors                                                        | 15    | 181,165        |                  | 182,159        |                  |
| Investments                                                    | 16    | 14,588         |                  | 14,840         |                  |
| Cash at bank and in hand                                       |       | 98,505         |                  | 64,473         |                  |
|                                                                |       | <u>294,258</u> |                  | <u>261,472</u> |                  |
| <b>Creditors: amounts falling due within one year</b>          | 17    | (78,399)       |                  | (18,109)       |                  |
|                                                                |       | <u></u>        |                  | <u></u>        |                  |
| <b>Net current assets</b>                                      |       |                | 215,859          |                | 243,363          |
|                                                                |       |                | <u></u>          |                | <u></u>          |
| <b>Total assets less current liabilities</b>                   |       |                | 6,227,601        |                | 6,704,598        |
|                                                                |       |                |                  |                |                  |
| <b>Creditors: amounts falling due after more than one year</b> | 18    | (100,675)      |                  |                | -                |
|                                                                |       | <u></u>        |                  | <u></u>        |                  |
| <b>Net assets</b>                                              |       |                | 6,126,926        |                | 6,704,598        |
|                                                                |       |                | <u><u></u></u>   |                | <u><u></u></u>   |
| <b>The funds of the charity</b>                                |       |                |                  |                |                  |
| Endowment funds                                                | 19    | 6,150,557      |                  | 6,599,870      |                  |
| Unrestricted funds                                             | 20    | (23,631)       |                  | 104,728        |                  |
|                                                                |       | <u></u>        |                  | <u></u>        |                  |
|                                                                |       |                | 6,126,926        |                | 6,704,598        |
|                                                                |       |                | <u><u></u></u>   |                | <u><u></u></u>   |

The financial statements were approved by the trustees on 13 February 2026

C Marment  
Trustee

H Shepherd  
Trustee

# MICHAEL GUEST CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 MARCH 2025

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#### 1 Accounting policies

##### Charity information

Michael Guest Charitable Foundation is an unincorporated charity registered with the Charity Commission for England and Wales.

##### 1.1 Accounting convention

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 (FRS 102) 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 Foundation constitutes a public benefit entity as defined by FRS 102. The Foundation's financial statements present information about it as an individual undertaking.

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 Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) 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.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include certain financial instruments at fair value. The principal accounting policies adopted are set out below.

##### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

##### 1.3 Charitable funds

The Foundation has a single expendable endowment fund created by the trust deed dated 4th October 2013. The trust deed provides for the trustees to apply the income and, at their discretion all or part of the capital, in furthering the objects of the charity. Income arising on the expendable endowment is unrestricted. Realised and unrealised gains and losses on expendable endowment fund investments form part of endowment funds. Investment management charges relating to the fund are charged against endowment funds. Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects

##### 1.4 Income

All income is recognised once the charity has entitlement to the income, there is sufficient certainty of receipt and the amount receivable can be measured reliably. Donations are recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably. Gifts of expendable endowment comprising listed investments are recognised in the accounts at market value on the date of transfer of the assets to the charity. The Foundation recognises residuary legacies at the earlier of the date of receipt or when the executors have determined that a payment can be made following the agreement of the estate accounts, or on notification by the executors that a payment will be made. Residuary legacies comprising listed shares are recognised at fair value on the date of transfer to the Foundation. Dividend income is accounted for when the charity's right to the income is established, which is when received.

# MICHAEL GUEST CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

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### 1 Accounting policies

(Continued)

#### 1.5 Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs, including support costs and governance costs, related to the category. Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

Expenditure on charitable activities includes grants payable, governance costs and an apportionment of support costs. Grants payable are payments made to third parties in furtherance of the charitable objects of the charity. 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.

Support costs have been differentiated between governance costs and other support costs. Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to independent examination and legal fees. The basis on which support costs have been allocated is set out in the notes to the financial statements.

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

|           |     |
|-----------|-----|
| Computers | 25% |
|-----------|-----|

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### 1.7 Fixed asset investments

Investments are initially recognised at their transaction value and subsequently measured at their market value at the balance sheet date using the closing quoted market price. The Statement of Financial Activities includes the net gains and losses arising on revaluations and disposals throughout the year.

#### 1.8 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### 1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

# MICHAEL GUEST CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

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### 1 Accounting policies

(Continued)

#### 1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

##### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

##### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

#### 1.11 Taxation

As a registered charity, the Foundation is exempt from tax on income and gains to the extent that these are applied to its charitable objects. The Foundation is not registered for Value Added Tax.

#### 1.12 Foreign exchange

Transactions in foreign currencies are recorded at the rate ruling at the date of the transaction. Monetary assets and liabilities are retranslated at the rate of exchange ruling at the balance sheet date. All differences are taken to the Statement of Financial Activities.

# MICHAEL GUEST CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

### 3 Investments

|                                                     | <b>Unrestricted<br/>funds</b> | Unrestricted<br>funds |
|-----------------------------------------------------|-------------------------------|-----------------------|
|                                                     | <b>2025</b>                   | 2024                  |
|                                                     | <b>£</b>                      | £                     |
| Income from listed investments - dividends received | 201,840                       | 189,206               |
| Interest receivable                                 | 255                           | 131                   |
|                                                     | <u>202,095</u>                | <u>189,337</u>        |

### 4 Raising funds

|                       | <b>Endowment<br/>funds<br/>general</b> | Endowment<br>funds<br>general |
|-----------------------|----------------------------------------|-------------------------------|
|                       | <b>2025</b>                            | 2024                          |
|                       | <b>£</b>                               | £                             |
| Investment management | 30,589                                 | 29,624                        |
|                       | <u>30,589</u>                          | <u>29,624</u>                 |

# MICHAEL GUEST CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

### 5 Expenditure on charitable activities

|                                                           | Grant making<br>2025<br>£ | Grant making<br>2024<br>£ |
|-----------------------------------------------------------|---------------------------|---------------------------|
| <b>Direct costs</b>                                       |                           |                           |
| Finance costs of committed grants                         | 4,273                     | -                         |
| Grant funding of activities (see note 6)                  | 309,668                   | 188,500                   |
| <b>Share of support and governance costs (see note 7)</b> |                           |                           |
| Support                                                   | 3,883                     | 4,899                     |
| Governance                                                | 12,369                    | 18,843                    |
|                                                           | <u>330,193</u>            | <u>212,242</u>            |
| <b>Analysis by fund</b>                                   |                           |                           |
| Unrestricted funds                                        | <u>330,193</u>            | <u>212,242</u>            |

### 6 Grants payable

|                                            | Grant making<br>2025<br>£ | Grant making<br>2024<br>£ |
|--------------------------------------------|---------------------------|---------------------------|
| Grants to institutions:                    |                           |                           |
| Animal care                                | 12,000                    | 15,000                    |
| Care of young people                       | 70,334                    | 35,000                    |
| Medical research, medicine and other care  | 20,000                    | 40,000                    |
| Mental health well being, care and support | 67,667                    | 23,000                    |
| Music and the arts                         | 2,000                     | 4,000                     |
| Refugee support                            | -                         | 7,000                     |
| Relief of financial hardship               | 27,667                    | 29,000                    |
| Religion and care of places of worship     | -                         | 5,000                     |
| Rescue and support organisations           | 65,333                    | 15,000                    |
| Environment and regeneration               | 34,667                    | 15,500                    |
| Other                                      | 10,000                    | -                         |
|                                            | <u>309,668</u>            | <u>188,500</u>            |

# MICHAEL GUEST CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

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### 6 Grants payable

(Continued)

The Foundation makes grants to other UK registered charities. The above analysis summarises the grants paid by sector; however, further detail has been included in the appendix to these financial statements.

The summarised comparative figures above for grants made in the year ended 31 March 2024 have been reclassified to give a more accurate representation of the total grants made to each sector. The total for grants paid is unchanged; however, the amount of grants reclassified by sector are as follows:

- £3,000 grant to the Charlie Waller Memorial Trust - reclassified from Medical research, medicine and other care to Mental health well being, care and support
- £5,000 grant to Northamptonshire Domestic Abuse - reclassified from Medical research, medicine and other care to Mental health well being, care and support
- £2,000 grant to Alabare Care and Support - reclassified from Mental health well being, care and support to Relief of financial hardship

#### Commitments

During the year ended 31 March 2025, the charity made grant commitments to seven individual charities as part of a desire to provide longer-term financial support to regular grant recipients. The total funding commitment was £210,000 with each charity receiving a grant of £30,000 which was payable in 12 equal quarterly instalments, the final payment being due in August 2027. There are no performance-rated conditions attached to these grant commitments.

In accordance with the Charities SORP, the commitment has been assessed using the net present value of the payments due, such that the total grant recognised in 2025 is £193,668. In addition to this, notional finance charges of £4,273 have been recognised in unwinding the discounted liability.

The total grant commitment outstanding at 31 March 2025 is £162,942, with £62,267 due for payment within one year and £100,675 due for payment more than one year after the balance sheet date.

# MICHAEL GUEST CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

### 7 Support costs

|                                         | Support costs | Governance costs | 2025          | Support costs | Governance costs | 2024          |
|-----------------------------------------|---------------|------------------|---------------|---------------|------------------|---------------|
|                                         | £             | £                | £             | £             | £                | £             |
| Depreciation                            | 328           | -                | 328           | 328           | -                | 328           |
| Solicitors' fees - Grant making costs   | 3,361         | -                | 3,361         | 4,493         | -                | 4,493         |
| Bank charges                            | 88            | -                | 88            | 78            | -                | 78            |
| Website expenses                        | 106           | -                | 106           | -             | -                | -             |
| Independent examiner's remuneration     | -             | 1,068            | 1,068         | -             | 9,510            | 9,510         |
| Solicitors' fees - Administration costs | -             | 6,721            | 6,721         | -             | 8,986            | 8,986         |
| Trustees' expenses                      | -             | 290              | 290           | -             | 347              | 347           |
| Accountancy fees                        | -             | 4,290            | 4,290         | -             | -                | -             |
|                                         | <u>3,883</u>  | <u>12,369</u>    | <u>16,252</u> | <u>4,899</u>  | <u>18,843</u>    | <u>23,742</u> |
| Analysed between Charitable activities  | <u>3,883</u>  | <u>12,369</u>    | <u>16,252</u> | <u>4,899</u>  | <u>18,843</u>    | <u>23,742</u> |

Administration costs incurred are allocated on the basis of estimated usage between governance related costs and other support costs.

The total support costs in the year and the previous year were attributable to the Foundation's grant making activity.

Independent examination services for the year amounted to £1,068 (2024: £2,190), comprising: £1,068 (2024: £1,020 to Edward Thomas Peirson & Sons for the examination of the current year's financial statements; and £nil (2024: £1,170) to Azets Audit Services in relation to the examination of the prior year's financial statements.

Fees paid to Azets for accountancy services are included in Independent examiner's remuneration for the year ended 31 March 2024, but have been shown separately for the year ended 31 March 2025 as they ceased to act as the charity's Independent examiner during that year. The amount paid to Azets for accountancy services was £4,290 (2024: £7,320).

### 8 Net movement in funds

|                                                                                    | 2025       | 2024       |
|------------------------------------------------------------------------------------|------------|------------|
|                                                                                    | £          | £          |
| The net movement in funds is stated after charging/(crediting):                    |            |            |
| Fees payable for the independent examination of the charity's financial statements | 1,068      | 2,190      |
| Depreciation of owned tangible fixed assets                                        | <u>328</u> | <u>328</u> |

### 9 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

Travel expenses totalling £290 (2024: £347) were paid to two (2024: two) trustees during the year .

# MICHAEL GUEST CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

### 10 Other

|                   | Unrestricted<br>funds | Total     |
|-------------------|-----------------------|-----------|
|                   | 2025<br>£             | 2024<br>£ |
| Other expenditure | 348                   | -         |

Other expenditure includes £348 (2024: £nil) for excess withholding tax that had been deducted from dividends received from overseas companies, which is no longer recoverable.

### 11 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

### 12 Other gains and losses

|                      | Unrestricted<br>funds<br>2025<br>£ | Unrestricted<br>funds<br>2024<br>£ |
|----------------------|------------------------------------|------------------------------------|
| Gains/(losses) upon: |                                    |                                    |
| Foreign exchange     | (87)                               | -                                  |

### 13 Tangible fixed assets

|                                    | Computers<br>£ |
|------------------------------------|----------------|
| <b>Cost</b>                        |                |
| At 1 April 2024                    | 1,312          |
| At 31 March 2025                   | 1,312          |
| <b>Depreciation and impairment</b> |                |
| At 1 April 2024                    | 728            |
| Depreciation charged in the year   | 328            |
| At 31 March 2025                   | 1,056          |
| <b>Carrying amount</b>             |                |
| At 31 March 2025                   | 256            |
| At 31 March 2024                   | 584            |

# MICHAEL GUEST CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

### 14 Fixed asset investments

|                          | Listed<br>investments<br>£ | Cash in<br>portfolio | Total<br>£ |
|--------------------------|----------------------------|----------------------|------------|
| <b>Cost or valuation</b> |                            |                      |            |
| At 1 April 2024          | 6,456,617                  | 4,034                | 6,460,651  |
| Additions                | 292,881                    | 3,214                | 296,095    |
| Valuation changes        | (418,724)                  | -                    | (418,724)  |
| Disposals                | (326,536)                  | -                    | (326,536)  |
| At 31 March 2025         | 6,004,238                  | 7,248                | 6,011,486  |
| <b>Carrying amount</b>   |                            |                      |            |
| At 31 March 2025         | 6,004,238                  | 7,248                | 6,011,486  |
| At 31 March 2024         | 6,456,617                  | 4,034                | 6,460,651  |

All investments are carried at their fair value. Investments in equities are all traded in quoted public markets, primarily the London Stock Exchange. The basis of fair value for quoted investments is equivalent to the market value, using the bid price. All investment assets are held within the UK.

The significance of financial instruments to the ongoing financial sustainability of the Foundation is considered in the financial review section of the Report of the Trustees.

The main risk to the Foundation from financial instruments lies in the combination of uncertain investment markets and volatility in yield. The Foundation is in part reliant on dividend yield to finance its work and it has significant holdings in international companies, the values of which, together with their yield are exposed to exchange rate risk when converting the holdings into sterling. Liquidity risk is anticipated to be low. The Foundation's investments are traded in a market with good liquidity and high trading volumes. The Foundation has no material investment holdings in markets subject to exchange controls or trading restrictions.

The Foundation manages these investment risks by retaining expert advisors and operating an investment policy that provides for diversification of holdings that are quoted on a recognised stock exchange. The Foundation does not make use of derivatives and similar complex financial instruments.

### 15 Debtors

|                                             | 2025<br>£ | 2024<br>£ |
|---------------------------------------------|-----------|-----------|
| <b>Amounts falling due within one year:</b> |           |           |
| Other debtors                               | 181,165   | 182,159   |

Debtors include £178,585 (2024: £178,585) in respect of that part of the residuary legacy recognised in the year ended 31 March 2022 which had not been paid over to the Foundation by 31 March 2025.

# MICHAEL GUEST CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

### 16 Current asset investments

|                                             | 2025<br>£ | 2024<br>£ |
|---------------------------------------------|-----------|-----------|
| Investment portfolio income account balance | 14,588    | 14,840    |

### 17 Creditors: amounts falling due within one year

|                              | 2025<br>£ | 2024<br>£ |
|------------------------------|-----------|-----------|
| Other creditors              | 62,267    | -         |
| Accruals and deferred income | 16,132    | 18,109    |
|                              | 78,399    | 18,109    |

Other creditors includes committed grants totalling £62,267 (2024: £Nil). These committed grants are related to longer-term commitments made to seven charities to provide grants over three years and further details are provided in note 6.

### 18 Creditors: amounts falling due after more than one year

|                 | 2025<br>£ | 2024<br>£ |
|-----------------|-----------|-----------|
| Other creditors | 100,675   | -         |

Other creditors includes committed grants totalling £100,675 (2024: £Nil). These committed grants are related to longer-term commitments made to seven charities to provide grants over three years and further details are provided in note 6.

### 19 Endowment funds

The expendable endowment was established by the trust deed dated 4th October 2013. Lifetime gifts made by the Founder and the Foundation's entitlement to the the residuary estate of the Founder have all been classified as additions to the capital held in the expendable endowment fund.

The trustees have the power, at their discretion, to spend all or part of the capital in furtherance of the objects of the charity. Income arising on the endowment funds can be used in accordance with the objects of the Foundation and is included as unrestricted income. Any capital gains or losses arising on the assets form part of the fund.

|                                               | At 1 April<br>2024<br>£ | Resources<br>expended<br>£ | Gains and<br>losses<br>£ | At 31 March<br>2025<br>£ |
|-----------------------------------------------|-------------------------|----------------------------|--------------------------|--------------------------|
| <b>Expendable endowments</b>                  |                         |                            |                          |                          |
| Fund established by gifts made by the Founder | 6,599,870               | (30,589)                   | (418,724)                | 6,150,557                |

# MICHAEL GUEST CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

### 19 Endowment funds

(Continued)

| Previous year:                                | At 1 April<br>2023<br>£ | Resources<br>expended<br>£ | Gains and<br>losses<br>£ | At 31 March<br>2024<br>£ |
|-----------------------------------------------|-------------------------|----------------------------|--------------------------|--------------------------|
| <b>Expendable endowments</b>                  |                         |                            |                          |                          |
| Fund established by gifts made by the Founder | 6,413,827               | (29,624)                   | 215,667                  | 6,599,870                |

### 20 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

|                       | At 1 April<br>2024<br>£          | Incoming<br>resources<br>£          | Resources<br>expended<br>£          | Gains and<br>losses<br>£          | At 31 March<br>2025<br>£          |
|-----------------------|----------------------------------|-------------------------------------|-------------------------------------|-----------------------------------|-----------------------------------|
| General funds         | 104,728                          | 202,095                             | (330,541)                           | 87                                | (23,631)                          |
| <b>Previous year:</b> | <b>At 1 April<br/>2023<br/>£</b> | <b>Incoming<br/>resources<br/>£</b> | <b>Resources<br/>expended<br/>£</b> | <b>Gains and<br/>losses<br/>£</b> | <b>At 31 March<br/>2024<br/>£</b> |
| General funds         | 127,633                          | 189,337                             | (212,242)                           | -                                 | 104,728                           |

### 21 Analysis of net assets between funds

|                              | Unrestricted<br>funds<br>2025<br>£ | Endowment<br>funds<br>2025<br>£ | Total<br>2025<br>£ |
|------------------------------|------------------------------------|---------------------------------|--------------------|
| <b>At 31 March 2025:</b>     |                                    |                                 |                    |
| Tangible assets              | 256                                | -                               | 256                |
| Investments                  | -                                  | 6,011,486                       | 6,011,486          |
| Current assets/(liabilities) | 76,788                             | 139,071                         | 215,859            |
| Long term liabilities        | (100,675)                          | -                               | (100,675)          |
|                              | (23,631)                           | 6,150,557                       | 6,126,926          |

# MICHAEL GUEST CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

### 21 Analysis of net assets between funds

(Continued)

|                              | Unrestricted<br>funds<br>2024<br>£ | Endowment<br>funds<br>2024<br>£ | Total<br>2024<br>£ |
|------------------------------|------------------------------------|---------------------------------|--------------------|
| <b>At 31 March 2024:</b>     |                                    |                                 |                    |
| Tangible assets              | 584                                | -                               | 584                |
| Investments                  | -                                  | 6,460,651                       | 6,460,651          |
| Current assets/(liabilities) | 104,144                            | 139,219                         | 243,363            |
|                              | <u>104,728</u>                     | <u>6,599,870</u>                | <u>6,704,598</u>   |

### 22 Related party transactions

During the period, the following transactions with trustees and related parties occurred.

Investment management fees of £30,589 (2024: £29,624), including fees accrued at the period end of £7,354 (2024: £7,436), were payable to Charles Stanley & Co Limited, a company which employs Mr C Marment.

Additionally, grants paid to institutions includes a grant of £10,000 (2024: £nil) paid to the Diana Award, a charity which employs Ms L Shepherd.

# MICHAEL GUEST CHARITABLE FOUNDATION

## APPENDIX TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2025

### Details of grants made to institutions

|                                                  | 2025<br>£        | 2024<br>£        | 2023<br>£        |
|--------------------------------------------------|------------------|------------------|------------------|
| <b>Animal care</b>                               |                  |                  |                  |
| Animals in Need-Maxicare                         | -                | -                | 1,000.00         |
| RSPCA Northamptonshire Branch                    | -                | 15,000.00        | 1,000.00         |
| RSPCA Suffolk Branch                             | 12,000.00        | -                | -                |
|                                                  | <u>12,000.00</u> | <u>15,000.00</u> | <u>2,000.00</u>  |
| <b>Care of young people</b>                      |                  |                  |                  |
| Fulfil the Wish                                  | -                | -                | 1,000.00         |
| Happy Days                                       | -                | 5,000.00         | -                |
| Headstart4Babies                                 | -                | -                | 1,000.00         |
| Home Start (Families with young children)        | 27,667.00        | 10,000.00        | 2,000.00         |
| Medical Engineering Resource Unit                | -                | -                | 1,000.00         |
| NSPCC                                            | -                | -                | 10,000.00        |
| Prevent 2 Protect                                | 5,000.00         | -                | -                |
| Sparks of Success                                | -                | 5,000.00         | -                |
| The Children's Trust                             | -                | -                | 1,000.00         |
| The Diana Award                                  | 10,000.00        | -                | -                |
| The Prince's Trust                               | -                | -                | 1,000.00         |
| Tommy's                                          | -                | 5,000.00         | 1,000.00         |
| Winston's Wish                                   | -                | -                | 2,000.00         |
| Youth Works Northamptonshire                     | 27,667.00        | 10,000.00        | 1,000.00         |
|                                                  | <u>70,334.00</u> | <u>35,000.00</u> | <u>21,000.00</u> |
| <b>Medical research, medicine and other care</b> |                  |                  |                  |
| Age UK Northamptonshire                          | -                | -                | 1,000.00         |
| Breast Friends                                   | 5,000.00         | -                | -                |
| Cancer Research UK                               | -                | -                | 10,000.00        |
| Cransley Hospice                                 | -                | 5,000.00         | 2,000.00         |
| Crohn's and Colitis Relief                       | -                | -                | 1,000.00         |
| Diabetes UK                                      | -                | -                | 1,000.00         |
| Doctors of the World                             | -                | 5,000.00         | -                |
| Gurkha Welfare                                   | 5,000.00         | 2,000.00         | -                |
| Horatio's Garden                                 | 5,000.00         | 3,000.00         | -                |
| Maggie's                                         | 5,000.00         | -                | -                |
| Marie Curie                                      | -                | -                | 1,000.00         |
| Motor Neurone Association                        | -                | 5,000.00         | -                |
| NMC Midlands                                     | -                | 5,000.00         | -                |
| Northamptonshire Rape Crisis                     | -                | 5,000.00         | -                |
| Pumping Marvellous Foundation                    | -                | -                | 1,000.00         |
| Support Dogs                                     | -                | -                | 1,000.00         |
| St John's Ambulance                              | -                | 5,000.00         | -                |
| Time Out Group                                   | -                | 5,000.00         | -                |
| The Extracare Charitable Trust                   | -                | -                | 1,000.00         |
| Vine Community Trust                             | -                | -                | 2,000.00         |
|                                                  | <u>20,000.00</u> | <u>40,000.00</u> | <u>21,000.00</u> |

# MICHAEL GUEST CHARITABLE FOUNDATION

## APPENDIX TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2025

### Details of grants made to institutions

|                                                   | 2025<br>£        | 2024<br>£        | 2023<br>£        |
|---------------------------------------------------|------------------|------------------|------------------|
| <b>Mental health well being, care and support</b> |                  |                  |                  |
| Blackdog Outdoors                                 | -                | -                | 1,000.00         |
| Charlie Waller Memorial Trust                     | 5,000.00         | 3,000.00         | 2,000.00         |
| Harmless                                          | -                | -                | 2,000.00         |
| James' Place                                      | 5,000.00         | -                | -                |
| Kelly's Heroes                                    | 5,000.00         | -                | -                |
| Kettering Association for Mental Health           | 27,667.00        | 5,000.00         | 2,000.00         |
| MQ Mental health research                         | -                | -                | 1,000.00         |
| Moirra Anderson Foundation                        | -                | -                | 1,000.00         |
| Northamptonshire Dometic Abuse                    | -                | 5,000.00         | 2,000.00         |
| RCMH Foundation                                   | 10,000.00        | -                | -                |
| The Kidsaid Foundation                            | 5,000.00         | -                | -                |
| The Woolverstone Project                          | 10,000.00        | 10,000.00        | -                |
| Young Minds Trust                                 | -                | -                | 1,000.00         |
|                                                   | <u>67,667.00</u> | <u>23,000.00</u> | <u>12,000.00</u> |
| <b>Music and the arts</b>                         |                  |                  |                  |
| Amicorum Choir                                    | -                | 1,000.00         | 1,000.00         |
| Britten Pears Arts                                | -                | 3,000.00         | 10,000.00        |
| Music & Sound                                     | <u>2,000.00</u>  | <u>-</u>         | <u>-</u>         |
|                                                   | <u>2,000.00</u>  | <u>4,000.00</u>  | <u>11,000.00</u> |
| <b>Refugee Support</b>                            |                  |                  |                  |
| Care4Calais                                       | -                | -                | 2,000.00         |
| Hear Me Out Music                                 | -                | 2,000.00         | -                |
| Kent Refugee Action Network                       | -                | -                | 2,000.00         |
| Refugee Action                                    | -                | 5,000.00         | -                |
| Refugee Council                                   | -                | -                | 2,000.00         |
| Women for Refugee Women                           | -                | -                | 2,000.00         |
|                                                   | <u>-</u>         | <u>7,000.00</u>  | <u>8,000.00</u>  |
| <b>Relief of financial hardship</b>               |                  |                  |                  |
| Alabare Care and Support                          | -                | 2,000.00         | -                |
| Giving World                                      | -                | 2,000.00         | -                |
| The Kettering Foodbank                            | <u>27,667.00</u> | <u>25,000.00</u> | <u>2,000.00</u>  |
|                                                   | <u>27,667.00</u> | <u>29,000.00</u> | <u>2,000.00</u>  |
| <b>Religion and care of places of worship</b>     |                  |                  |                  |
| Cranford PCC                                      | -                | 5,000.00         | 10,000.00        |
| Friends of St Mary's Burton Latimer               | -                | -                | 10,000.00        |
|                                                   | <u>-</u>         | <u>5,000.00</u>  | <u>20,000.00</u> |
| <b>Rescue and support organisations</b>           |                  |                  |                  |
| Kettering Street Pastors                          | 37,666.00        | 5,000.00         | 5,000.00         |
| The Air Ambulance Service                         | 27,667.00        | 5,000.00         | 2,000.00         |
| Northamptonshire Search and Rescue                | -                | 5,000.00         | 2,000.00         |
| RNLI                                              | -                | -                | 10,000.00        |
|                                                   | <u>65,333.00</u> | <u>15,000.00</u> | <u>19,000.00</u> |
| <b>Environment and regeneration</b>               |                  |                  |                  |
| Clapton Commons                                   | 2,000.00         | -                | -                |
| Groundwork Northamptonshire                       | <u>32,667.00</u> | <u>15,500.00</u> | <u>1,000.00</u>  |
|                                                   | <u>34,667.00</u> | <u>15,500.00</u> | <u>1,000.00</u>  |

MICHAEL GUEST CHARITABLE FOUNDATION

APPENDIX TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2025

Details of grants made to institutions

|                         | 2025<br>£         | 2024<br>£         | 2023<br>£         |
|-------------------------|-------------------|-------------------|-------------------|
| <b>Other</b>            |                   |                   |                   |
| 384th Bombardment Group | 5,000.00          | -                 | -                 |
| Tools with a mission    | 5,000.00          | -                 | -                 |
| Volunteering Matters    | -                 | -                 | 1,000.00          |
|                         | <u>10,000.00</u>  | <u>-</u>          | <u>1,000.00</u>   |
| <b>Total grants</b>     | <u>309,668.00</u> | <u>188,500.00</u> | <u>118,000.00</u> |

**MICHAEL GUEST CHARITABLE FOUNDATION**

England & Wales - Charity number 1154653

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# Accounts

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**MICHAEL GUEST CHARITABLE FOUNDATION**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2024**

# MICHAEL GUEST CHARITABLE FOUNDATION

## LEGAL AND ADMINISTRATIVE INFORMATION

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|                               |                                                                                                                           |
|-------------------------------|---------------------------------------------------------------------------------------------------------------------------|
| <b>Trustees</b>               | C Marment<br>H Shepherd<br>L Shepherd<br>S Patten                                                                         |
| <b>Charity number</b>         | 1154653                                                                                                                   |
| <b>Correspondence address</b> | Kettering Parkway South<br>Kettering Venture Park<br>Kettering<br>Northamptonshire<br>United Kingdom<br>NN15 6WN          |
| <b>Accountants</b>            | Azets<br>Thorpe House<br>93 Headlands<br>Kettering<br>Northamptonshire<br>United Kingdom<br>NN15 6BL                      |
| <b>Independent examiner</b>   | Edward Thomas Peirson & Sons<br>Chartered Accountants<br>21 The Point<br>Rockingham Road<br>Market Harborough<br>LE16 7NU |
| <b>Solicitors</b>             | Wilson Browne Solicitors<br>Kettering Parkway South<br>Kettering Venture Park<br>Kettering<br>United Kingdom<br>NN15 6WN  |
| <b>Investment advisors</b>    | Charles Stanley & Co Limited<br>Ropemaker Place<br>25 Ropemaker Street<br>London<br>EC2Y 9LY                              |

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# MICHAEL GUEST CHARITABLE FOUNDATION

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# MICHAEL GUEST CHARITABLE FOUNDATION

## TRUSTEES' REPORT

### FOR THE YEAR ENDED 31 MARCH 2024

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The trustees present their annual report and financial statements for the year ended 31 March 2024.

The accounts have been prepared in accordance with the accounting policies set out in the notes to the accounts and comply with the charity's trust deed, 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.

#### Objectives and activities

The charity's objective, as set out in the trust deed dated 4<sup>th</sup> October 2013, is to promote such purposes that are exclusively charitable under the laws of England and Wales as the trustees in their discretion from time to time determine in particular by supporting the works of other registered charities by the making of donations or grants from income and capital available for distribution.

The charity's administrators receive written applications for grants from a wide range of UK registered charities, which are then circulated to the trustees for consideration. At each trustees' meeting, a list of grants, drawn up from the applications received and other research and information, is approved, following which successful applicants are advised of the amount awarded. Where necessary, based on the urgency of the request, a grant may be approved by the trustees in the period between meetings.

The success of grant making activities is measured by our assessment of the effectiveness of funding provided to each particular area of benefit and the wide range of good causes we are able to support, as well as by reference to the value and number of grants we are able to approve,

The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives, in planning future activities and setting the above grant making policy.

#### Achievements and performance

The Foundation continues to receive a large number of grant applications.

In the year, the trustees were able to approve 38 (2023: 45) total grants to 31 (2023: 45) separate institutions totalling £188,500 (2023: £118,000), which were paid to a wide range of local and national charities.

Areas of benefit included animal care, care of young people and children, medical research, medicine and other care, mental health wellbeing, music and the arts, refugee support, relief of financial hardship, religion and care of places of worship, rescue and support organisations, and the environment and regeneration.

#### Financial review

The charity's work is reliant on income and investment returns from its endowment funds. As a result of a dividend in specie of £20,043 for the demerger of Haleon plc from GSK plc in July 2022 along with some additional dividends received in the year to 31 March 2023 from a private portfolio of Michael Guest under the terms of his will, the unrestricted income from this source decreased to £189,206 in the year to 31st March 2024 (2023: £248,404). This level of dividends is more representative of a normal year for the charity.

Grants and support costs paid totalled £212,242 (2023: £135,973) and investment management costs were £29,624 (2023: £29,567).

The charity's portfolio of listed investments is managed on a discretionary basis by its investment managers with the objective of producing a balance between capital growth and income.

Following a turbulent year for global financial markets in 2022/23 as a result of the high inflation and interest rate conditions and negative geopolitical developments, global financial markets have stabilised over the course of 2023/24 resulting in net gains on investments totalling £215,667 (2023: losses £469,992).

The net movement in funds for the year was a increase of £163,138 (2023: decrease £387,128).

# MICHAEL GUEST CHARITABLE FOUNDATION

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2024

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#### Reserves policy

Total funds held at 31 March 2024 are shown on the balance sheet. Funds include an expendable endowment fund of £6,599,870. Expendable endowment is excluded from the definition of reserves, but the funds can be transferred to income and spent at the discretion of the trustees.

In the opinion of the trustees, this flexibility, together with an anticipated significant increase in investment income in future years, means that the holding of reserves is not necessary. The trustees will review their reserves policy on a regular basis.

#### Principal risks

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

The principal risks relate to investment performance and operational risks in terms of grant-making activities arising, for example, from fraudulent applications or reputational risk. The trustees receive regular reports from the Foundation's investment managers, enabling them to review performance, including periodic valuations. All grant applications are subject to research, further information is obtained as necessary, and are paid only after approval by the trustees.

#### Plans for future periods

The receipt of the significant legacy received in the year ended 31 March 2022 should ensure the financial stability of the Foundation for the foreseeable future. The prudent use of the funds now available will enable the trustees to significantly expand the Foundation's grant-making activity over coming years.

#### Structure, governance and management

The charity is an unincorporated charity established by trust deed dated 4th October 2013. It was registered with the Charity Commission in England and Wales on 19th November 2013.

The trustees who served during the year and up to the date of signature of the financial statements were:

C Marment  
H Shepherd  
L Shepherd  
S Patten

The first trustees were appointed by the trust deed. There must be at least three trustees. New trustees may be appointed by a resolution of the existing trustees passed at a special meeting, which may be called at any time by the person elected to chair meetings of the trustees or by any two trustees. In selecting individuals for appointment as trustees, the trustees must have regard to the skills, knowledge and experience needed for the effective administration of the charity. Each new trustee must be provided with a copy of the trust deed and a copy of the charity's latest report and accounts. Trustees will normally remain in office until they resign.

The trustees must hold at least two ordinary meetings each year, at which they intend to review and discuss grant making policy, investment policy and performance, and other strategic matters.

Ordinary or special meetings may be called at any time by the person elected to chair meetings of the trustees or by any two trustees. At their first ordinary meeting each year the trustees must elect one of their number to chair their meetings. No business shall be conducted at a meeting unless at least one third of the total number of trustees or two trustees (whichever is the greater) are present throughout the meeting. Decisions must be made by the majority of the trustees present and voting. The person chairing the meeting shall have a casting vote.

The day to day administration of the charity has been delegated to its solicitors.

# **MICHAEL GUEST CHARITABLE FOUNDATION**

## **TRUSTEES' REPORT (CONTINUED)**

***FOR THE YEAR ENDED 31 MARCH 2024***

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The trustees' report was approved by the Board of Trustees.

**H Shepherd**

Trustee

Dated: 13 December 2024

# MICHAEL GUEST CHARITABLE FOUNDATION

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF MICHAEL GUEST CHARITABLE FOUNDATION

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I report to the trustees on my examination of the financial statements of Michael Guest Charitable Foundation (the charity) for the year ended 31 March 2024.

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

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

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### **Independent examiner's statement**

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by 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 now been withdrawn.

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

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 that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 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.

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 financial statements to be reached.

A.A. Bentley  
Edward Thomas Peirson & Sons  
Chartered Accountants  
21 The Point  
Rockingham Road  
Market Harborough  
LE16 7NU  
United Kingdom

Dated: 9 January 2025

# MICHAEL GUEST CHARITABLE FOUNDATION

## STATEMENT OF FINANCIAL ACTIVITIES

**FOR THE YEAR ENDED 31 MARCH 2024**

|                                                       |       | Unrestricted funds | Endowment funds | Total     | Unrestricted funds | Endowment funds | Total     |
|-------------------------------------------------------|-------|--------------------|-----------------|-----------|--------------------|-----------------|-----------|
|                                                       | Notes | 2024               | 2024            | 2024      | 2023               | 2023            | 2023      |
|                                                       |       | £                  | £               | £         | £                  | £               | £         |
| <b>Income from:</b>                                   |       |                    |                 |           |                    |                 |           |
| Investments                                           | 3     | 189,337            | -               | 189,337   | 248,404            | -               | 248,404   |
| <b>Total income</b>                                   |       | 189,337            | -               | 189,337   | 248,404            | -               | 248,404   |
| <b>Expenditure on:</b>                                |       |                    |                 |           |                    |                 |           |
| Raising funds                                         | 4     | -                  | 29,624          | 29,624    | -                  | 29,567          | 29,567    |
| Charitable activities                                 | 5     | 212,242            | -               | 212,242   | 135,973            | -               | 135,973   |
| <b>Total expenditure</b>                              |       | 212,242            | 29,624          | 241,866   | 135,973            | 29,567          | 165,540   |
| Net gains/(losses) on investments                     | 10    | -                  | 215,667         | 215,667   | -                  | (469,992)       | (469,992) |
| <b>Net income/(expenditure) and movement in funds</b> |       | (22,905)           | 186,043         | 163,138   | 112,431            | (499,559)       | (387,128) |
| <b>Reconciliation of funds:</b>                       |       |                    |                 |           |                    |                 |           |
| Fund balances at 1 April 2023                         |       | 127,633            | 6,413,827       | 6,541,460 | 15,202             | 6,913,386       | 6,928,588 |
| <b>Fund balances at 31 March 2024</b>                 |       | 104,728            | 6,599,870       | 6,704,598 | 127,633            | 6,413,827       | 6,541,460 |

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

# MICHAEL GUEST CHARITABLE FOUNDATION

## BALANCE SHEET

AS AT 31 MARCH 2024

|                                                       | Notes | 2024<br>£        | £                       | 2023<br>£        | £                       |
|-------------------------------------------------------|-------|------------------|-------------------------|------------------|-------------------------|
| <b>Fixed assets</b>                                   |       |                  |                         |                  |                         |
| Tangible assets                                       | 12    |                  | 584                     |                  | 912                     |
| Investments                                           | 13    |                  | 6,460,651               |                  | 6,274,657               |
|                                                       |       |                  | <u>6,461,235</u>        |                  | <u>6,275,569</u>        |
| <b>Current assets</b>                                 |       |                  |                         |                  |                         |
| Debtors                                               | 14    | 182,159          |                         | 191,519          |                         |
| Investments                                           | 15    | 14,840           |                         | 12,566           |                         |
| Cash at bank and in hand                              |       | 64,473           |                         | 86,557           |                         |
|                                                       |       | <u>261,472</u>   |                         | <u>290,642</u>   |                         |
| <b>Creditors: amounts falling due within one year</b> | 16    | (18,109)         |                         | (24,751)         |                         |
| Net current assets                                    |       |                  | <u>243,363</u>          |                  | <u>265,891</u>          |
| <b>Total assets less current liabilities</b>          |       |                  | <u><u>6,704,598</u></u> |                  | <u><u>6,541,460</u></u> |
| <b>Capital funds</b>                                  |       |                  |                         |                  |                         |
| <u>Endowment funds - general</u>                      |       |                  |                         |                  |                         |
| General endowment funds                               |       | 6,599,870        |                         | 6,413,827        |                         |
|                                                       |       | <u>6,599,870</u> |                         | <u>6,413,827</u> |                         |
| Permanent endowment                                   |       | -                |                         | -                |                         |
| Expendable endowment                                  |       | <u>6,599,870</u> |                         | <u>6,413,827</u> |                         |
|                                                       | 17    |                  | 6,599,870               |                  | 6,413,827               |
| <b>Income funds</b>                                   |       |                  |                         |                  |                         |
| Unrestricted funds                                    |       |                  | <u>104,728</u>          |                  | <u>127,633</u>          |
|                                                       |       |                  | <u><u>6,704,598</u></u> |                  | <u><u>6,541,460</u></u> |

The financial statements were approved by the Trustees on 13 December 2024

C Marment  
Trustee

H Shepherd  
Trustee

# MICHAEL GUEST CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 MARCH 2024

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#### 1 Accounting policies

##### Charity information

Michael Guest Charitable Foundation is an unincorporated charity registered with the Charity Commission for England and Wales.

##### 1.1 Accounting convention

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 (FRS 102) 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 Foundation constitutes a public benefit entity as defined by FRS 102. The Foundation's financial statements present information about it as an individual undertaking.

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 Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) 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.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include certain financial instruments at fair value. The principal accounting policies adopted are set out below.

##### 1.2 Reclassification of comparative information

Comparative information has been reclassified in these financial statements related to a cash account held as part of the investment portfolio. This has resulted in the comparative figures in these financial statements differing from the financial statements that were approved for the previous year to 31 March 2023. Further detail has been included in note 21.

##### 1.3 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

##### 1.4 Charitable funds

The Foundation has a single expendable endowment fund created by the trust deed dated 4th October 2013. The trust deed provides for the trustees to apply the income and, at their discretion all or part of the capital, in furthering the objects of the charity. Income arising on the expendable endowment is unrestricted. Realised and unrealised gains and losses on expendable endowment fund investments form part of endowment funds. Investment management charges relating to the fund are charged against endowment funds. Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects.

# MICHAEL GUEST CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

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### 1 Accounting policies

(Continued)

#### 1.5 Income

All income is recognised once the charity has entitlement to the income, there is sufficient certainty of receipt and the amount receivable can be measured reliably. Donations are recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably. Gifts of expendable endowment comprising listed investments are recognised in the accounts at market value on the date of transfer of the assets to the charity. The Foundation recognises residuary legacies at the earlier of the date of receipt or when the executors have determined that a payment can be made following the agreement of the estate accounts, or on notification by the executors that a payment will be made. Residuary legacies comprising listed shares are recognised at fair value on the date of transfer to the Foundation. Dividend income is accounted for when the charity's right to the income is established, which is when received.

#### 1.6 Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs, including support costs and governance costs, related to the category. Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

Expenditure on charitable activities includes grants payable, governance costs and an apportionment of support costs. Grants payable are payments made to third parties in furtherance of the charitable objects of the charity. 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.

Support costs have been differentiated between governance costs and other support costs. Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to independent examination and legal fees. The basis on which support costs have been allocated is set out in the notes to the financial statements.

#### 1.7 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

|           |     |
|-----------|-----|
| Computers | 25% |
|-----------|-----|

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### 1.8 Fixed asset investments

Investments are initially recognised at their transaction value and subsequently measured at their market value at the balance sheet date using the closing quoted market price. The Statement of Financial Activities includes the net gains and losses arising on revaluations and disposals throughout the year.

#### 1.9 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

# MICHAEL GUEST CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2024

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#### 1 Accounting policies

(Continued)

##### 1.10 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

##### 1.11 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

##### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

##### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

##### 1.12 Taxation

As a registered charity, the Foundation is exempt from tax on income and gains to the extent that these are applied to its charitable objects. The Foundation is not registered for Value Added Tax.

##### 1.13 Foreign exchange

Transactions in foreign currencies are recorded at the rate ruling at the date of the transaction. Monetary assets and liabilities are retranslated at the rate of exchange ruling at the balance sheet date. All differences are taken to the Statement of Financial Activities.

# MICHAEL GUEST CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

### 3 Investments

|                                                     | Unrestricted<br>funds | Unrestricted<br>funds |
|-----------------------------------------------------|-----------------------|-----------------------|
|                                                     | 2024                  | 2023                  |
|                                                     | £                     | £                     |
| Income from listed investments - dividends received | 189,206               | 248,404               |
| Interest receivable                                 | 131                   | -                     |
|                                                     | <u>189,337</u>        | <u>248,404</u>        |

### 4 Raising funds

|                       | Endowment<br>funds<br>general | Endowment<br>funds<br>general |
|-----------------------|-------------------------------|-------------------------------|
|                       | 2024                          | 2023                          |
|                       | £                             | £                             |
| Investment management | 29,624                        | 29,567                        |
|                       | <u>29,624</u>                 | <u>29,567</u>                 |

### 5 Charitable activities

|                                          | Grant<br>making<br>2024 | Grant<br>making<br>2023 |
|------------------------------------------|-------------------------|-------------------------|
|                                          | £                       | £                       |
| Grant funding of activities (see note 6) | 188,500                 | 118,000                 |
| Share of support costs (see note 7)      | 4,899                   | 4,100                   |
| Share of governance costs (see note 7)   | 18,843                  | 13,873                  |
|                                          | <u>212,242</u>          | <u>135,973</u>          |

# MICHAEL GUEST CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

### 6 Grants payable

|                                            | Grant making<br>2024<br>£ | Grant making<br>2023<br>£ |
|--------------------------------------------|---------------------------|---------------------------|
| Grants to institutions (38 grants):        |                           |                           |
| Animal care                                | 15,000                    | 2,000                     |
| Care of young people                       | 35,000                    | 21,000                    |
| Medical research, medicine and other care  | 48,000                    | 25,000                    |
| Mental health well being, care and support | 17,000                    | 8,000                     |
| Music and the arts                         | 4,000                     | 11,000                    |
| Refugee support                            | 7,000                     | 8,000                     |
| Relief of financial hardship               | 27,000                    | 2,000                     |
| Religion and care of places of worship     | 5,000                     | 20,000                    |
| Rescue and support organisations           | 15,000                    | 19,000                    |
| Environment and regeneration               | 15,500                    | 1,000                     |
| Volunteering                               | -                         | 1,000                     |
|                                            | <u>188,500</u>            | <u>118,000</u>            |

The Foundation makes grants to other UK registered charities. The above analysis summarises the grants paid by sector; however, further detail has been included in the appendix to these financial statements.

# MICHAEL GUEST CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

### 7 Support costs

|                                         | Support costs<br>£ | Governance costs<br>£ | 2024 Support costs<br>£ | Governance costs<br>£ | 2023<br>£     |
|-----------------------------------------|--------------------|-----------------------|-------------------------|-----------------------|---------------|
| Depreciation                            | 328                | -                     | 328                     | 328                   | 328           |
| Solicitors' fees - Grant making costs   | 4,493              | -                     | 4,493                   | 3,688                 | 3,688         |
| Bank charges                            | 78                 | -                     | 78                      | 84                    | 84            |
| Independent examiner's remuneration     | -                  | 9,510                 | 9,510                   | -                     | 6,420         |
| Solicitors' fees - Administration costs | -                  | 8,986                 | 8,986                   | -                     | 7,376         |
| Trustees' expenses                      | -                  | 347                   | 347                     | -                     | 77            |
|                                         | <u>4,899</u>       | <u>18,843</u>         | <u>23,742</u>           | <u>4,100</u>          | <u>17,973</u> |
| Analysed between Charitable activities  | <u>4,899</u>       | <u>18,843</u>         | <u>23,742</u>           | <u>4,100</u>          | <u>17,973</u> |

Administration costs incurred are allocated on the basis of estimated usage between governance related costs and other support costs.

The total support costs in the year and the previous year were attributable to the Foundation's grant making activity.

Independent examination services for the year amounted to £2,190 (2023: £1,020), comprising: £1,020 to Edward Thomas Peirson & Sons for the examination of the current year's financial statements; and £1,170 (2023: £1,020) to Azets Audit Services in relation to the examination of the prior year's financial statements.

In addition, the amount paid to Azets for accountancy services was £7,320 (2023: £5,400).

### 8 Net movement in funds

|                                                                 | 2024<br>£  | 2023<br>£  |
|-----------------------------------------------------------------|------------|------------|
| The net movement in funds is stated after charging/(crediting): |            |            |
| Depreciation of owned tangible fixed assets                     | <u>328</u> | <u>328</u> |

### 9 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

Travel expenses totalling £347 (2023: £77) were paid to two (2023: one) trustees during the year .

# MICHAEL GUEST CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

### 10 Gains and losses on investments

|                            | Endowment<br>funds<br>2024<br>£ | Endowment<br>funds<br>2023<br>£ |
|----------------------------|---------------------------------|---------------------------------|
| Gains/(losses) arising on: |                                 |                                 |
| Revaluation of investments | 225,534                         | (502,681)                       |
| Sale of investments        | (9,867)                         | 32,689                          |
|                            | <u>215,667</u>                  | <u>(469,992)</u>                |

### 11 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

### 12 Tangible fixed assets

|                                    | Computers<br>£ |
|------------------------------------|----------------|
| <b>Cost</b>                        |                |
| At 1 April 2023                    | 1,312          |
| At 31 March 2024                   | <u>1,312</u>   |
| <b>Depreciation and impairment</b> |                |
| At 1 April 2023                    | 400            |
| Depreciation charged in the year   | 328            |
| At 31 March 2024                   | <u>728</u>     |
| <b>Carrying amount</b>             |                |
| At 31 March 2024                   | <u>584</u>     |
| At 31 March 2023                   | <u>912</u>     |

# MICHAEL GUEST CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

### 13 Fixed asset investments

|                          | Listed<br>investments<br>£ | Cash in<br>portfolio<br>£ | Total<br>£ |
|--------------------------|----------------------------|---------------------------|------------|
| <b>Cost or valuation</b> |                            |                           |            |
| At 1 April 2023          | 6,258,888                  | 15,769                    | 6,274,657  |
| Additions                | 159,312                    | -                         | 159,312    |
| Valuation changes        | 215,667                    | -                         | 215,667    |
| Disposals                | (177,250)                  | (11,735)                  | (188,985)  |
| At 31 March 2024         | 6,456,617                  | 4,034                     | 6,460,651  |
| <b>Carrying amount</b>   |                            |                           |            |
| At 31 March 2024         | 6,456,617                  | 4,034                     | 6,460,651  |
| At 31 March 2023         | 6,258,888                  | 15,769                    | 6,274,657  |

All investments are carried at their fair value. Investments in equities are all traded in quoted public markets, primarily the London Stock Exchange. The basis of fair value for quoted investments is equivalent to the market value, using the bid price. All investment assets are held within the UK.

The significance of financial instruments to the ongoing financial sustainability of the Foundation is considered in the financial review section of the Report of the Trustees.

The main risk to the Foundation from financial instruments lies in the combination of uncertain investment markets and volatility in yield. The Foundation is in part reliant on dividend yield to finance its work and it has significant holdings in international companies, the values of which, together with their yield are exposed to exchange rate risk when converting the holdings into sterling. Liquidity risk is anticipated to be low. The Foundation's investments are traded in a market with good liquidity and high trading volumes. The Foundation has no material investment holdings in markets subject to exchange controls or trading restrictions.

The Foundation manages these investment risks by retaining expert advisors and operating an investment policy that provides for diversification of holdings that are quoted on a recognised stock exchange. The Foundation does not make use of derivatives and similar complex financial instruments.

### 14 Debtors

|                                             | 2024<br>£ | 2023<br>£ |
|---------------------------------------------|-----------|-----------|
| <b>Amounts falling due within one year:</b> |           |           |
| Other debtors                               | 182,159   | 191,519   |

Debtors include £178,585 (2023: £178,585) in respect of that part of the residuary legacy recognised in the year ended 31 March 2022 which had not been paid over to the Foundation by 31 March 2024.

### 15 Current asset investments

|                                             | 2024<br>£ | 2023<br>£ |
|---------------------------------------------|-----------|-----------|
| Investment portfolio income account balance | 14,840    | 12,566    |

# MICHAEL GUEST CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

### 16 Creditors: amounts falling due within one year

|                              | 2024<br>£ | 2023<br>£ |
|------------------------------|-----------|-----------|
| Accruals and deferred income | 18,109    | 24,751    |

### 17 Endowment funds

The expendable endowment was established by the trust deed dated 4th October 2013. Lifetime gifts made by the Founder and the Foundation's entitlement to the the residuary estate of the Founder have all been classified as additions to the capital held in the expendable endowment fund.

The trustees have the power, at their discretion, to spend all or part of the capital in furtherance of the objects of the charity. Income arising on the endowment funds can be used in accordance with the objects of the Foundation and is included as unrestricted income. Any capital gains or losses arising on the assets form part of the fund.

|                                               | At 1 April<br>2023<br>£          | Resources<br>expended<br>£          | Gains and<br>losses<br>£          | At 31 March<br>2024<br>£          |
|-----------------------------------------------|----------------------------------|-------------------------------------|-----------------------------------|-----------------------------------|
| <b>Expendable endowments</b>                  |                                  |                                     |                                   |                                   |
| Fund established by gifts made by the Founder | 6,413,827                        | (29,624)                            | 215,667                           | 6,599,870                         |
| <b>Previous year:</b>                         | <b>At 1 April<br/>2022<br/>£</b> | <b>Resources<br/>expended<br/>£</b> | <b>Gains and<br/>losses<br/>£</b> | <b>At 31 March<br/>2023<br/>£</b> |
| <b>Expendable endowments</b>                  |                                  |                                     |                                   |                                   |
| Fund established by gifts made by the Founder | 6,913,386                        | (29,567)                            | (469,992)                         | 6,413,827                         |

### 18 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

|                       | At 1 April<br>2023<br>£          | Incoming<br>resources<br>£          | Resources<br>expended<br>£          | At 31 March<br>2024<br>£          |
|-----------------------|----------------------------------|-------------------------------------|-------------------------------------|-----------------------------------|
| General funds         | 127,633                          | 189,337                             | (212,242)                           | 104,728                           |
| <b>Previous year:</b> | <b>At 1 April<br/>2022<br/>£</b> | <b>Incoming<br/>resources<br/>£</b> | <b>Resources<br/>expended<br/>£</b> | <b>At 31 March<br/>2023<br/>£</b> |
| General funds         | 15,202                           | 248,404                             | (135,973)                           | 127,633                           |

# MICHAEL GUEST CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

### 19 Analysis of net assets between funds

|                              | Unrestricted<br>funds<br>2024<br>£ | Endowment<br>funds<br>2024<br>£ | Total<br>2024<br>£ |
|------------------------------|------------------------------------|---------------------------------|--------------------|
| <b>At 31 March 2024:</b>     |                                    |                                 |                    |
| Tangible assets              | 584                                | -                               | 584                |
| Investments                  | -                                  | 6,460,651                       | 6,460,651          |
| Current assets/(liabilities) | 104,144                            | 139,219                         | 243,363            |
|                              | <u>104,728</u>                     | <u>6,599,870</u>                | <u>6,704,598</u>   |
|                              |                                    |                                 |                    |
|                              | Unrestricted<br>funds<br>2023<br>£ | Endowment<br>funds<br>2023<br>£ | Total<br>2023<br>£ |
| <b>At 31 March 2023:</b>     |                                    |                                 |                    |
| Tangible assets              | 912                                | -                               | 912                |
| Investments                  | -                                  | 6,274,657                       | 6,274,657          |
| Current assets/(liabilities) | 126,721                            | 139,170                         | 265,891            |
|                              | <u>127,633</u>                     | <u>6,413,827</u>                | <u>6,541,460</u>   |

### 20 Related party transactions

During the period, the following transactions with trustees and related parties occurred.

Investment management fees of £29,624 (2023: £29,567), including fees accrued at the period end of £7,436 (2023: £7,485), were payable to Charles Stanley & Co Limited, a company which employs Mr C Marment.

### 21 Reclassification of comparative information

During the year ended 31 March 2024, the cash balance held in the income account as part of the investment portfolio was reclassified from other debtors to current asset investments on the basis that this is a more appropriate classification of the balance.

This also required that the balance for the year ended 31 March 2023 was reclassified, resulting in the comparative figures in these financial statements having been amended. The balance reclassified in the comparative figures is £12,566 and this has been reclassified from other debtors to current asset investments.

This reclassification has not impacted on the net income/expenditure or the fund balances for either year presented in these financial statements.

# MICHAEL GUEST CHARITABLE FOUNDATION

## APPENDIX TO THE FINANCIAL STATEMENTS

**FOR THE YEAR ENDED 31 MARCH 2024**

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### Details of grants made to institutions

|                                                  | 2024<br>£        | 2023<br>£        |
|--------------------------------------------------|------------------|------------------|
| <b>Animal care</b>                               |                  |                  |
| Animals in Need-Maxicare                         | -                | 1,000.00         |
| RSPCA Northamptonshire Branch                    | 15,000.00        | 1,000.00         |
|                                                  | <u>15,000.00</u> | <u>2,000.00</u>  |
| <b>Care of young people</b>                      |                  |                  |
| Fulfil the Wish                                  | -                | 1,000.00         |
| Happy Days                                       | 5,000.00         | -                |
| Headstart4Babies                                 | -                | 1,000.00         |
| Home Start (Families with young children)        | 10,000.00        | 2,000.00         |
| Medical Engineering Resource Unit                | -                | 1,000.00         |
| NSPCC                                            | -                | 10,000.00        |
| Sparks of Success                                | 5,000.00         | -                |
| The Children's Trust                             | -                | 1,000.00         |
| The Prince's Trust                               | -                | 1,000.00         |
| Tommy's                                          | 5,000.00         | 1,000.00         |
| Winston's Wish                                   | -                | 2,000.00         |
| Youth Works Northamptonshire                     | 10,000.00        | 1,000.00         |
|                                                  | <u>35,000.00</u> | <u>21,000.00</u> |
| <b>Medical research, medicine and other care</b> |                  |                  |
| Age UK Northamptonshire                          | -                | 1,000.00         |
| Cancer Research UK                               | -                | 10,000.00        |
| Charlie Waller Memorial Trust                    | 3,000.00         | 2,000.00         |
| Cransley Hospice                                 | 5,000.00         | 2,000.00         |
| Crohn's and Colitis Relief                       | -                | 1,000.00         |
| Diabetes UK                                      | -                | 1,000.00         |
| Doctors of the World                             | 5,000.00         | -                |
| Gurkha Welfare                                   | 2,000.00         | -                |
| Horatio's Garden                                 | 3,000.00         | -                |
| Marie Curie                                      | -                | 1,000.00         |
| Motor Neurone Association                        | 5,000.00         | -                |
| NMC Midlands                                     | 5,000.00         | -                |
| Northamptonshire Dometic Abuse                   | 5,000.00         | 2,000.00         |
| Northamptonshire Rape Crisis                     | 5,000.00         | -                |
| Pumping Marvellous Foundation                    | -                | 1,000.00         |
| Support Dogs                                     | -                | 1,000.00         |
| St John's Ambulance                              | 5,000.00         | -                |
| Time Out Group                                   | 5,000.00         | -                |
| The Extracare Charitable Trust                   | -                | 1,000.00         |
| Vine Community Trust                             | -                | 2,000.00         |
|                                                  | <u>48,000.00</u> | <u>25,000.00</u> |

# MICHAEL GUEST CHARITABLE FOUNDATION

## APPENDIX TO THE FINANCIAL STATEMENTS

**FOR THE YEAR ENDED 31 MARCH 2024**

### Details of grants made to institutions

|                                                   | 2024<br>£         | 2023<br>£         |
|---------------------------------------------------|-------------------|-------------------|
| <b>Mental health well being, care and support</b> |                   |                   |
| Alabare Care and Support                          | 2,000.00          | -                 |
| Blackdog Outdoors                                 | -                 | 1,000.00          |
| Harmless                                          | -                 | 2,000.00          |
| Kettering Association for Mental Health           | 5,000.00          | 2,000.00          |
| MQ Mental health research                         | -                 | 1,000.00          |
| Moirra Anderson Foundation                        | -                 | 1,000.00          |
| The Woolverstone Project                          | 10,000.00         | -                 |
| Young Minds Trust                                 | -                 | 1,000.00          |
|                                                   | <u>17,000.00</u>  | <u>8,000.00</u>   |
| <b>Music and the arts</b>                         |                   |                   |
| Amicorum Choir                                    | 1,000.00          | 1,000.00          |
| Britten Pears Arts                                | 3,000.00          | 10,000.00         |
|                                                   | <u>4,000.00</u>   | <u>11,000.00</u>  |
| <b>Refugee Support</b>                            |                   |                   |
| Care4Calais                                       | -                 | 2,000.00          |
| Hear Me Out Music                                 | 2,000.00          | -                 |
| Kent Refugee Action Network                       | -                 | 2,000.00          |
| Refugee Action                                    | 5,000.00          | -                 |
| Refugee Council                                   | -                 | 2,000.00          |
| Women for Refugee Women                           | -                 | 2,000.00          |
|                                                   | <u>7,000.00</u>   | <u>8,000.00</u>   |
| <b>Relief of financial hardship</b>               |                   |                   |
| Giving World                                      | 2,000.00          | -                 |
| The Kettering Foodbank                            | 25,000.00         | 2,000.00          |
|                                                   | <u>27,000.00</u>  | <u>2,000.00</u>   |
| <b>Religion and care of places of worship</b>     |                   |                   |
| Cranford PCC                                      | 5,000.00          | 10,000.00         |
| Friends of St Mary's Burton Latimer               | -                 | 10,000.00         |
|                                                   | <u>5,000.00</u>   | <u>20,000.00</u>  |
| <b>Rescue and support organisations</b>           |                   |                   |
| Kettering Street Pastors                          | 5,000.00          | 5,000.00          |
| The Air Ambulance Service                         | 5,000.00          | 2,000.00          |
| Northamptonshire Search and Rescue                | 5,000.00          | 2,000.00          |
| RNLI                                              | -                 | 10,000.00         |
|                                                   | <u>15,000.00</u>  | <u>19,000.00</u>  |
| <b>Other</b>                                      |                   |                   |
| Groundwork Northamptonshire                       | 15,500.00         | 1,000.00          |
| Volunteering Matters                              | -                 | 1,000.00          |
|                                                   | <u>15,500.00</u>  | <u>2,000.00</u>   |
| <b>Total grants</b>                               | <u>188,500.00</u> | <u>118,000.00</u> |

**MICHAEL GUEST CHARITABLE FOUNDATION**

England & Wales - Charity number 1154653

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# Accounts

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Charity registration number 1154653

**MICHAEL GUEST CHARITABLE FOUNDATION**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2023**

# MICHAEL GUEST CHARITABLE FOUNDATION

## LEGAL AND ADMINISTRATIVE INFORMATION

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|                                      |                                                                                                 |                           |
|--------------------------------------|-------------------------------------------------------------------------------------------------|---------------------------|
| <b>Trustees</b>                      | C Marment<br>H Shepherd<br>L Shepherd<br>S Patten                                               | (Appointed 17 March 2023) |
| <b>Charity number</b>                | 1154653                                                                                         |                           |
| <b>Correspondence address</b>        | Kettering Parkway South<br>Kettering Venture Park<br>Kettering<br>NN15 6WN                      |                           |
| <b>Investment managers</b>           | Charles Stanley & Co Limited<br>55 Bishopsgate<br>London<br>EC2N 3AS                            |                           |
| <b>Solicitors and administrators</b> | Wilson Browne LLP<br>Kettering Parkway South<br>Kettering Venture Park<br>Kettering<br>NN15 6WN |                           |
| <b>Accountants</b>                   | Azets<br>Thorpe House<br>93 Headlands<br>Kettering<br>NN15 6BL                                  |                           |
| <b>Independent examiner</b>          | Azets Audit Services<br>Thorpe House<br>93 Headlands<br>Kettering<br>NN15 6BL                   |                           |

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# MICHAEL GUEST CHARITABLE FOUNDATION

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# **MICHAEL GUEST CHARITABLE FOUNDATION**

## **TRUSTEES' REPORT**

### **FOR THE YEAR ENDED 31 MARCH 2023**

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The trustees present their annual report and financial statements for the year ended 31 March 2023.

The accounts have been prepared in accordance with the accounting policies set out in the notes to the accounts and comply with the charity's trust deed, 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.

#### **Objectives and activities**

The charity's objective, as set out in the trust deed dated 4th October 2013, is to promote such purposes that are exclusively charitable under the laws of England and Wales as the trustees in their discretion from time to time determine in particular by supporting the works of other registered charities by the making of donations or grants from income and capital available for distribution.

The charity's administrators receive written applications for grants from a wide range of UK registered charities, which are then circulated to the trustees for consideration. At each trustees' meeting, a list of grants, drawn up from the applications received and other research and information, is approved, following which successful applicants are advised of the amount awarded. Where necessary, based on the urgency of the request, a grant may be approved by the trustees in the period between meetings.

The success of grant making activities is measured by our assessment of the effectiveness of funding provided to each particular area of benefit and the wide range of good causes we are able to support, as well as by reference to the value and number of grants we are able to approve,

The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives, in planning future activities and setting the above grant making policy.

#### **Achievements and performance**

The Foundation continues to receive a large number of grant applications.

In the year, the trustees were able to approve 45 (2022: 27) grants totalling £118,000 (2022: £31,500), which were paid to a wide range of local and national charities.

Areas of benefit included animal care, care of young people and children, medical research, medicine and other care, mental health wellbeing, music and the arts, refugee support, relief of financial hardship, religion and care of places of worship, rescue and support organisations, the environment and regeneration and volunteering.

# MICHAEL GUEST CHARITABLE FOUNDATION

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2023

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#### Financial review

In March 2022, funds available to the Foundation were significantly increased by the receipt of a legacy valued at £5,047,959 from the estate of the founder of the Foundation, the late Michael Guest. The Foundation's entitlement to Michael's residuary estate was established by his will dated 11 February 2020, as amended by a deed of variation dated 2 October 2023. Further details are provided in note 3 to the financial statements.

The charity's work is reliant on income and investment returns from its endowment funds and as a result of Michael's legacy, the unrestricted income from this source increased to £248,404 in the year to 31st March 2023 (2022: £55,066).

Grants and support costs paid totalled £135,973 (2022: £53,186) and investment management costs were £29,567 (2022: £14,769).

The charity's portfolio of listed investments is managed on a discretionary basis by its investment managers with the objective of producing a balance between capital growth and income.

Following the post-pandemic recovery in financial markets in 2021 and 2022, the adverse effects of world events and worsening economic conditions are reflected in net losses on investments totalling £469,992 (2022: Gains £222,680).

The net movement in funds for the year was a decrease of £387,128 (2022: Increase £5,257,750).

#### Reserves policy

Total funds held at 31 March 2023 are shown on the balance sheet. Funds include an expendable endowment fund of £6,413,827. Expendable endowment is excluded from the definition of reserves, but the funds can be transferred to income and spent at the discretion of the trustees. In the opinion of the trustees, this flexibility, together with an anticipated significant increase in investment income in future years, means that the holding of reserves is not necessary. The trustees will review their reserves policy on a regular basis.

#### Principal risks

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

The principal risks relate to investment performance and operational risks in terms of grant-making activities arising, for example, from fraudulent applications or reputational risk. The trustees receive regular reports from the Foundation's investment managers, enabling them to review performance, including periodic valuations. All grant applications are subject to research, further information is obtained as necessary, and are paid only after approval by the trustees.

#### Plans for future periods

The receipt of the significant legacy received in the year ended 31 March 2022 should ensure the financial stability of the Foundation for the foreseeable future. The prudent use of the funds now available will enable the trustees to significantly expand the Foundation's grant-making activity over coming years.

#### Structure, governance and management

The charity is an unincorporated charity established by trust deed dated 4th October 2013. It was registered with the Charity Commission in England and Wales on 19th November 2013.

The trustees who served during the year and up to the date of signature of the financial statements were:

C Marment  
H Shepherd  
L Shepherd  
S Patten

(Appointed 17 March 2023)

# **MICHAEL GUEST CHARITABLE FOUNDATION**

## **TRUSTEES' REPORT (CONTINUED)**

***FOR THE YEAR ENDED 31 MARCH 2023***

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The first trustees were appointed by the trust deed. There must be at least three trustees. New trustees may be appointed by a resolution of the existing trustees passed at a special meeting, which may be called at any time by the person elected to chair meetings of the trustees or by any two trustees. In selecting individuals for appointment as trustees, the trustees must have regard to the skills, knowledge and experience needed for the effective administration of the charity. Each new trustee must be provided with a copy of the trust deed and a copy of the charity's latest report and accounts. Trustees will normally remain in office until they resign.

The trustees must hold at least two ordinary meetings each year, at which they intend to review and discuss grant making policy, investment policy and performance, and other strategic matters.

Ordinary or special meetings may be called at any time by the person elected to chair meetings of the trustees or by any two trustees. At their first ordinary meeting each year the trustees must elect one of their number to chair their meetings. No business shall be conducted at a meeting unless at least one third of the total number of trustees or two trustees (whichever is the greater) are present throughout the meeting. Decisions must be made by the majority of the trustees present and voting. The person chairing the meeting shall have a casting vote.

The day to day administration of the charity has been delegated to its solicitors.

The trustees' report was approved by the Board of Trustees.

**H Shepherd**

Trustee

Dated: 17 January 2024

# **MICHAEL GUEST CHARITABLE FOUNDATION**

## **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

***FOR THE YEAR ENDED 31 MARCH 2023***

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The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that year.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

# MICHAEL GUEST CHARITABLE FOUNDATION

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF MICHAEL GUEST CHARITABLE FOUNDATION

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I report to the trustees on my examination of the financial statements of Michael Guest Charitable Foundation (the charity) for the year ended 31 March 2023.

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

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

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### **Independent examiner's statement**

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by 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 now been withdrawn.

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

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 that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 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.

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 financial statements to be reached.

Paul Tyler FCA  
Institute of Chartered Accountants in England and Wales  
Thorpe House  
93 Headlands  
Kettering  
Northamptonshire  
NN15 6BL  
United Kingdom

Dated: 18 January 2024

# MICHAEL GUEST CHARITABLE FOUNDATION

## STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 MARCH 2023

|                                       |       | Unrestricted funds | Endowment funds | Total     | Unrestricted funds | Endowment funds | Total     |
|---------------------------------------|-------|--------------------|-----------------|-----------|--------------------|-----------------|-----------|
|                                       | Notes | 2023               | 2023            | 2023      | 2022               | 2022            | 2022      |
|                                       |       | £                  | £               | £         | £                  | £               | £         |
| <b>Income from:</b>                   |       |                    |                 |           |                    |                 |           |
| Donations and legacies                | 3     | -                  | -               | -         | -                  | 5,047,959       | 5,047,959 |
| Investments                           | 4     | 248,404            | -               | 248,404   | 55,066             | -               | 55,066    |
| <b>Total income and endowments</b>    |       | 248,404            | -               | 248,404   | 55,066             | 5,047,959       | 5,103,025 |
| <b>Expenditure on:</b>                |       |                    |                 |           |                    |                 |           |
| Raising funds                         | 5     | -                  | 29,567          | 29,567    | -                  | 14,769          | 14,769    |
| Charitable activities                 | 6     | 135,973            | -               | 135,973   | 53,186             | -               | 53,186    |
| <b>Total expenditure</b>              |       | 135,973            | 29,567          | 165,540   | 53,186             | 14,769          | 67,955    |
| Net gains/(losses) on investments     | 10    | -                  | (469,992)       | (469,992) | -                  | 222,680         | 222,680   |
| <b>Net movement in funds</b>          |       | 112,431            | (499,559)       | (387,128) | 1,880              | 5,255,870       | 5,257,750 |
| Fund balances at 1 April 2022         |       | 15,202             | 6,913,386       | 6,928,588 | 13,322             | 1,657,516       | 1,670,838 |
| <b>Fund balances at 31 March 2023</b> |       | 127,633            | 6,413,827       | 6,541,460 | 15,202             | 6,913,386       | 6,928,588 |

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

# MICHAEL GUEST CHARITABLE FOUNDATION

## BALANCE SHEET

AS AT 31 MARCH 2023

|                                                       | Notes | 2023<br>£        | £                | 2022<br>£        | £                |
|-------------------------------------------------------|-------|------------------|------------------|------------------|------------------|
| <b>Fixed assets</b>                                   |       |                  |                  |                  |                  |
| Tangible assets                                       | 12    |                  | 912              |                  | 1,240            |
| Investments                                           | 13    |                  | 6,274,657        |                  | 6,751,380        |
|                                                       |       |                  | <u>6,275,569</u> |                  | <u>6,752,620</u> |
| <b>Current assets</b>                                 |       |                  |                  |                  |                  |
| Debtors                                               | 14    | 204,085          |                  | 194,135          |                  |
| Cash at bank and in hand                              |       | 86,557           |                  | -                |                  |
|                                                       |       | <u>290,642</u>   |                  | <u>194,135</u>   |                  |
| <b>Creditors: amounts falling due within one year</b> | 16    | (24,751)         |                  | (18,167)         |                  |
| Net current assets                                    |       |                  | 265,891          |                  | 175,968          |
| <b>Total assets less current liabilities</b>          |       |                  | <u>6,541,460</u> |                  | <u>6,928,588</u> |
| <b>Capital funds</b>                                  |       |                  |                  |                  |                  |
| <u>Endowment funds - general</u>                      |       |                  |                  |                  |                  |
| General endowment funds                               |       | 6,413,827        |                  | 6,913,386        |                  |
|                                                       |       | <u>6,413,827</u> |                  | <u>6,913,386</u> |                  |
| Permanent endowment                                   |       | -                |                  | -                |                  |
| Expendable endowment                                  |       | 6,413,827        |                  | 6,913,386        |                  |
|                                                       | 17    |                  | 6,413,827        |                  | 6,913,386        |
| <b>Income funds</b>                                   |       |                  |                  |                  |                  |
| Unrestricted funds                                    |       |                  | 127,633          |                  | 15,202           |
|                                                       |       |                  | <u>6,541,460</u> |                  | <u>6,928,588</u> |

The financial statements were approved by the Trustees on 17 January 2024

C Marment  
Trustee

H Shepherd  
Trustee

# MICHAEL GUEST CHARITABLE FOUNDATION

## STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2023

|                                                               | Notes | 2023<br>£ | £         | 2022<br>£   | £         |
|---------------------------------------------------------------|-------|-----------|-----------|-------------|-----------|
| <b>Cash flows from operating activities</b>                   |       |           |           |             |           |
| Cash (absorbed by)/generated from operations                  | 20    |           | (143,817) |             | 167,645   |
| <b>Investing activities</b>                                   |       |           |           |             |           |
| Purchase of tangible fixed assets                             |       | -         |           | (1,312)     |           |
| Purchase of investments                                       |       | (380,344) |           | (1,108,715) |           |
| Proceeds on disposal of investments                           |       | 351,627   |           | 927,192     |           |
| Investment income received                                    |       | 224,272   |           | 45,372      |           |
| <b>Net cash generated from/(used in) investing activities</b> |       |           | 195,555   |             | (137,463) |
| <b>Net cash used in financing activities</b>                  |       |           | -         |             | -         |
| <b>Net increase in cash and cash equivalents</b>              |       |           | 51,738    |             | 30,182    |
| Cash and cash equivalents at beginning of year                |       |           | 50,588    |             | 20,406    |
| <b>Cash and cash equivalents at end of year</b>               |       |           | 102,326   |             | 50,588    |
| <b>Relating to:</b>                                           |       |           |           |             |           |
| Cash at bank and in hand                                      |       |           | 86,557    |             | -         |
| Cash held for future investment                               |       |           | 15,769    |             | 51,217    |
| Bank overdrafts included in creditors payable within one year |       |           | -         |             | (629)     |

The notes on pages 9 to 19 form part of these financial statements.

# MICHAEL GUEST CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

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### 1 Accounting policies

#### Charity information

Michael Guest Charitable Foundation is an unincorporated charity registered with the Charity Commission for England and Wales.

#### 1.1 Accounting convention

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 (FRS 102) 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 Foundation constitutes a public benefit entity as defined by FRS 102. The Foundation's financial statements present information about it as an individual undertaking.

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 Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) 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.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include certain financial instruments at fair value. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

The Foundation has a single expendable endowment fund created by the trust deed dated 4th October 2013. The trust deed provides for the trustees to apply the income and, at their discretion all or part of the capital, in furthering the objects of the charity. Income arising on the expendable endowment is unrestricted. Realised and unrealised gains and losses on expendable endowment fund investments form part of endowment funds. Investment management charges relating to the fund are charged against endowment funds. Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects

#### 1.4 Income

All income is recognised once the charity has entitlement to the income, there is sufficient certainty of receipt and the amount receivable can be measured reliably. Donations are recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably. Gifts of expendable endowment comprising listed investments are recognised in the accounts at market value on the date of transfer of the assets to the charity. The Foundation recognises residuary legacies at the earlier of the date of receipt or when the executors have determined that a payment can be made following the agreement of the estate accounts, or on notification by the executors that a payment will be made. Residuary legacies comprising listed shares are recognised at fair value on the date of transfer to the Foundation. Dividend income is accounted for when the charity's right to the income is established, which is when received.

# MICHAEL GUEST CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

### 1 Accounting policies

(Continued)

#### 1.5 Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs, including support costs and governance costs, related to the category. Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

Expenditure on charitable activities includes grants payable, governance costs and an apportionment of support costs. Grants payable are payments made to third parties in furtherance of the charitable objects of the charity. 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.

Support costs have been differentiated between governance costs and other support costs. Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to independent examination and legal fees. The basis on which support costs have been allocated is set out in the notes to the financial statements.

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

|           |     |
|-----------|-----|
| Computers | 25% |
|-----------|-----|

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### 1.7 Fixed asset investments

Investments are initially recognised at their transaction value and subsequently measured at their market value at the balance sheet date using the closing quoted market price. The Statement of Financial Activities includes the net gains and losses arising on revaluations and disposals throughout the year.

#### 1.8 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### 1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

# MICHAEL GUEST CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

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### 1 Accounting policies

(Continued)

#### 1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

##### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

##### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

#### 1.11 Taxation

As a registered charity, the Foundation is exempt from tax on income and gains to the extent that these are applied to its charitable objects. The Foundation is not registered for Value Added Tax.

#### 1.12 Foreign exchange

Transactions in foreign currencies are recorded at the rate ruling at the date of the transaction. Monetary assets and liabilities are retranslated at the rate of exchange ruling at the balance sheet date. All differences are taken to the Statement of Financial Activities.

# MICHAEL GUEST CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

### 3 Donations and legacies

|                                                            | Total | Endowment |
|------------------------------------------------------------|-------|-----------|
|                                                            | 2023  | funds     |
|                                                            | £     | general   |
|                                                            |       | 2022      |
|                                                            |       | £         |
| Legacies receivable                                        | -     | 5,047,959 |
| <b>Legacies receivable</b>                                 |       |           |
| Residuary legacy - Listed investments at fair value        | -     | 4,633,655 |
| Residuary legacy - cash                                    | -     | 235,719   |
| Residuary legacy - amount due from estate at 31 March 2022 | -     | 178,585   |
|                                                            | -     | 5,047,959 |

#### Exceptional income

Exceptional income comprising the residuary legacy received from the estate of the late Mr Michael Guest, the founder of the Foundation, was recognised in the financial statements for the year ended 31 March 2022. The legacy was been classified as an addition to capital held in the expendable endowment fund.

#### Classification of the exceptional income

Michael established the Foundation by a declaration of Trust dated 4 October 2013, the terms of which enable the trustees to spend the charity's capital but does not oblige them to do so. The deed makes it clear that the Foundation's capital is not permanent endowment and can be spent as income if required. In December 2015, Michael wrote to the trustees and confirmed that lifetime gifts received from him should be added to the expendable endowment fund. In his will dated 11 February 2020, Michael bequeathed his residuary estate upon trust for the Foundation. The trustees are satisfied, based on all available evidence, that it was Michael's intention that the legacy be added to the capital held in the Foundation's expendable endowment fund. This classification was further confirmed by a communication from the Charity Commission dated 30 August 2023 and subsequent completion of a deed of variation relating to Michael's estate and the Foundation's entitlement to the residuary legacy, whereby the residuary estate was bequeathed upon trust for the Foundation's endowment fund. The deed of variation was dated 2 October 2023 and signed by the trustees of the Foundation and executors of Michael's estate.

# MICHAEL GUEST CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

### 4 Investments

|                                                     | <b>Unrestricted<br/>funds</b> | Unrestricted<br>funds |
|-----------------------------------------------------|-------------------------------|-----------------------|
|                                                     | <b>2023</b>                   | 2022                  |
|                                                     | <b>£</b>                      | £                     |
| Income from listed investments - dividends received | 248,404                       | 55,066                |
|                                                     | <u>248,404</u>                | <u>55,066</u>         |

### 5 Raising funds

|                       | <b>Endowment<br/>funds<br/>general</b> | Endowment<br>funds<br>general |
|-----------------------|----------------------------------------|-------------------------------|
|                       | <b>2023</b>                            | 2022                          |
|                       | <b>£</b>                               | £                             |
| Investment management | 29,567                                 | 14,769                        |
|                       | <u>29,567</u>                          | <u>14,769</u>                 |

### 6 Charitable activities

|                                          | <b>Grant<br/>making<br/>2023</b> | <b>Grant<br/>making<br/>2022</b> |
|------------------------------------------|----------------------------------|----------------------------------|
|                                          | <b>£</b>                         | £                                |
| Grant funding of activities (see note 7) | 118,000                          | 31,500                           |
| Share of support costs (see note 8)      | 4,100                            | 2,871                            |
| Share of governance costs (see note 8)   | 13,873                           | 18,815                           |
|                                          | <u>135,973</u>                   | <u>53,186</u>                    |

# MICHAEL GUEST CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

### 7 Grants payable

|                                            | Grant making<br>2023<br>£ | Grant making<br>2022<br>£ |
|--------------------------------------------|---------------------------|---------------------------|
| Grants to institutions:                    |                           |                           |
| Animal care                                | 2,000                     | -                         |
| Care of young people                       | 21,000                    | 3,000                     |
| Medical research, medicine and other care  | 25,000                    | 5,500                     |
| Mental health well being, care and support | 8,000                     | 3,000                     |
| Music and the arts                         | 11,000                    | 1,000                     |
| Refugee support                            | 8,000                     | 11,000                    |
| Relief of financial hardship               | 2,000                     | 3,000                     |
| Religion and care of places of worship     | 20,000                    | 2,000                     |
| Rescue and support organisations           | 19,000                    | 3,000                     |
| Environment and regeneration               | 1,000                     | -                         |
| Volunteering                               | 1,000                     | -                         |
|                                            | <u>118,000</u>            | <u>31,500</u>             |

The Foundation makes grants to other UK registered charities. The above analysis summarises the grants paid by sector.

# MICHAEL GUEST CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

### 8 Support costs

|                                         | Support costs | Governance costs | 2023 Support costs | Governance costs | 2022          |
|-----------------------------------------|---------------|------------------|--------------------|------------------|---------------|
|                                         | £             | £                | £                  | £                | £             |
| Depreciation                            | 328           | -                | 328                | 72               | 72            |
| Solicitors' fees - Grant making costs   | 3,688         | -                | 3,688              | 2,756            | 2,756         |
| Bank charges                            | 84            | -                | 84                 | 43               | 43            |
| Independent examiner's remuneration     | -             | 6,420            | 6,420              | -                | 13,224        |
| Solicitors' fees - Administration costs | -             | 7,376            | 7,376              | -                | 5,511         |
| Trustees' expenses                      | -             | 77               | 77                 | -                | 80            |
|                                         | <u>4,100</u>  | <u>13,873</u>    | <u>17,973</u>      | <u>2,871</u>     | <u>21,686</u> |
| Analysed between Charitable activities  | <u>4,100</u>  | <u>13,873</u>    | <u>17,973</u>      | <u>2,871</u>     | <u>21,686</u> |

Administration costs incurred are allocated on the basis of estimated usage between governance related costs and other support costs.

Independent examiner's remuneration totalling £6,420 (2022: £13,224) comprises fees for independent examination services of £1,020 (2022: £4,104) and fees for accountancy services of £5,400 (2022: £9,120).

The total support costs in the year and the previous year were attributable to the Foundation's grant making activity.

### 9 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

Travel expenses totalling £77 (2022: £80) were paid to one (2022: one) trustee during the year .

### 10 Net gains/(losses) on investments

|                                    | Endowment funds general 2023 | Endowment funds general 2022 |
|------------------------------------|------------------------------|------------------------------|
|                                    | £                            | £                            |
| Revaluation of investments         | (502,681)                    | 174,656                      |
| Gain/(loss) on sale of investments | 32,689                       | 48,024                       |
|                                    | <u>(469,992)</u>             | <u>222,680</u>               |

# MICHAEL GUEST CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

### 11 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

### 12 Tangible fixed assets

|                                    | Computers<br>£ |
|------------------------------------|----------------|
| <b>Cost</b>                        |                |
| At 1 April 2022                    | 1,312          |
| At 31 March 2023                   | 1,312          |
| <b>Depreciation and impairment</b> |                |
| At 1 April 2022                    | 72             |
| Depreciation charged in the year   | 328            |
| At 31 March 2023                   | 400            |
| <b>Carrying amount</b>             |                |
| At 31 March 2023                   | 912            |
| At 31 March 2022                   | 1,240          |

### 13 Fixed asset investments

|                          | Listed<br>investments<br>£ | Cash in<br>portfolio | Total<br>£ |
|--------------------------|----------------------------|----------------------|------------|
| <b>Cost or valuation</b> |                            |                      |            |
| At 1 April 2022          | 6,700,163                  | 51,217               | 6,751,380  |
| Additions                | 380,344                    | -                    | 380,344    |
| Valuation changes        | (502,681)                  | -                    | (502,681)  |
| Disposals                | (318,938)                  | (35,448)             | (354,386)  |
| At 31 March 2023         | 6,258,888                  | 15,769               | 6,274,657  |
| <b>Carrying amount</b>   |                            |                      |            |
| At 31 March 2023         | 6,258,888                  | 15,769               | 6,274,657  |
| At 31 March 2022         | 6,700,163                  | 51,217               | 6,751,380  |

# MICHAEL GUEST CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

### 13 Fixed asset investments

(Continued)

All investments are carried at their fair value. Investments in equities are all traded in quoted public markets, primarily the London Stock Exchange. The basis of fair value for quoted investments is equivalent to the market value, using the bid price. All investment assets are held within the UK.

The significance of financial instruments to the ongoing financial sustainability of the Foundation is considered in the financial review section of the Report of the Trustees.

The main risk to the Foundation from financial instruments lies in the combination of uncertain investment markets and volatility in yield. The Foundation is in part reliant on dividend yield to finance its work and it has significant holdings in international companies, the values of which, together with their yield are exposed to exchange rate risk when converting the holdings into sterling. Liquidity risk is anticipated to be low. The Foundation's investments are traded in a market with good liquidity and high trading volumes. The Foundation has no material investment holdings in markets subject to exchange controls or trading restrictions.

The Foundation manages these investment risks by retaining expert advisors and operating an investment policy that provides for diversification of holdings that are quoted on a recognised stock exchange. The Foundation does not make use of derivatives and similar complex financial instruments.

### 14 Debtors

|                                      | 2023<br>£ | 2022<br>£ |
|--------------------------------------|-----------|-----------|
| Amounts falling due within one year: |           |           |
| Other debtors                        | 204,085   | 194,135   |

Debtors include £178,585 (2022: £178,585) in respect of that part of the residuary legacy recognised in the year ended 31 March 2022 which had not been paid over to the Foundation by 31 March 2023.

### 15 Loans and overdrafts

|                         | 2023<br>£ | 2022<br>£ |
|-------------------------|-----------|-----------|
| Bank overdrafts         | -         | 629       |
| Payable within one year | -         | 629       |

### 16 Creditors: amounts falling due within one year

|                              | Notes | 2023<br>£ | 2022<br>£ |
|------------------------------|-------|-----------|-----------|
| Bank overdrafts              | 15    | -         | 629       |
| Accruals and deferred income |       | 24,751    | 17,538    |
|                              |       | 24,751    | 18,167    |

# MICHAEL GUEST CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

### 17 Endowment funds

The expendable endowment was established by the trust deed dated 4th October 2013. Lifetime gifts made by the Founder and the Foundation's entitlement to the the residuary estate of the Founder have all been classified as additions to the capital held in the expendable endowment fund. Further details are provided in note 3 to the financial statements.

The trustees have the power, at their discretion, to spend all or part of the capital in furtherance of the objects of the charity. Income arising on the endowment funds can be used in accordance with the objects of the Foundation and is included as unrestricted income. Any capital gains or losses arising on the assets form part of the fund.

|                                               | Movement in funds          |                       |                       |                                     |                            |                       |                                     |                             |
|-----------------------------------------------|----------------------------|-----------------------|-----------------------|-------------------------------------|----------------------------|-----------------------|-------------------------------------|-----------------------------|
|                                               | Balance at<br>1 April 2021 | Incoming<br>resources | Resources<br>expended | Revaluations<br>gains and<br>losses | Balance at<br>1 April 2022 | Resources<br>expended | Revaluations<br>gains and<br>losses | Balance at<br>31 March 2023 |
|                                               | £                          | £                     | £                     | £                                   | £                          | £                     | £                                   | £                           |
| <b>Expendable endowments</b>                  |                            |                       |                       |                                     |                            |                       |                                     |                             |
| Fund established by gifts made by the Founder | 1,657,516                  | 5,047,959             | (14,769)              | 222,680                             | 6,913,386                  | (29,567)              | (469,992)                           | 6,413,827                   |
|                                               | 1,657,516                  | 5,047,959             | (14,769)              | 222,680                             | 6,913,386                  | (29,567)              | (469,992)                           | 6,413,827                   |

# MICHAEL GUEST CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

### 18 Analysis of net assets between funds

|                                                    | Unrestricted funds | Endowment funds  | Total Unrestricted funds | Endowment funds | Total            |
|----------------------------------------------------|--------------------|------------------|--------------------------|-----------------|------------------|
|                                                    | 2023               | 2023             | 2023                     | 2022            | 2022             |
|                                                    | £                  | £                | £                        | £               | £                |
| Fund balances at 31 March 2023 are represented by: |                    |                  |                          |                 |                  |
| Tangible assets                                    | 912                | -                | 912                      | 1,240           | -                |
| Investments                                        | -                  | 6,274,657        | 6,274,657                | -               | 6,751,380        |
| Current assets/(liabilities)                       | 126,721            | 139,170          | 265,891                  | 13,962          | 162,006          |
|                                                    | <u>127,633</u>     | <u>6,413,827</u> | <u>6,541,460</u>         | <u>15,202</u>   | <u>6,928,588</u> |

### 19 Related party transactions

During the period, the following transactions with trustees and related parties occurred.

Investment management fees of £29,567 (2022:£14,769), including fees accrued at the period end of £7,485 (2022:£4,693), were payable to Charles Stanley & Co Limited, a company which employs Mr C Marment.

### 20 Cash generated from operations

|                                                                   | 2023             | 2022           |
|-------------------------------------------------------------------|------------------|----------------|
|                                                                   | £                | £              |
| (Deficit)/surplus for the year                                    | (387,128)        | 5,257,750      |
| Adjustments for:                                                  |                  |                |
| Investment income recognised in statement of financial activities | (248,404)        | (55,066)       |
| Investments transferred as part of legacy received                | -                | (4,633,655)    |
| Gain on disposal of investments                                   | (32,689)         | (48,024)       |
| Fair value gains and losses on investments                        | 502,681          | (174,656)      |
| Depreciation and impairment of tangible fixed assets              | 328              | 72             |
| Investment income - non-cash dividend                             | 20,043           | 1,197          |
| Movements in working capital:                                     |                  |                |
| (Increase) in debtors                                             | (5,861)          | (181,965)      |
| Increase in creditors                                             | 7,213            | 1,992          |
| <b>Cash (absorbed by)/generated from operations</b>               | <b>(143,817)</b> | <b>167,645</b> |

### 21 Analysis of changes in net funds

The charity had no debt during the year.

# MICHAEL GUEST CHARITABLE FOUNDATION

## APPENDIX TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

| Details of grants made to institutions            | 2023<br>£         | 2022<br>£        |
|---------------------------------------------------|-------------------|------------------|
| <b>Animal care</b>                                |                   |                  |
| Animals in Need-Maxicare                          | 1,000.00          | -                |
| RSPCA Northamptonshire Branch                     | 1,000.00          | -                |
|                                                   | <u>2,000.00</u>   | <u>-</u>         |
| <b>Care of young people</b>                       |                   |                  |
| Fulfill the Wish                                  | 1,000.00          | -                |
| Get Set Girls                                     | -                 | 1,000.00         |
| Headstart4Babies                                  | 1,000.00          | -                |
| Home Start (Families with young children)         | 2,000.00          | 1,000.00         |
| Medical Engineering Resource Unit                 | 1,000.00          | -                |
| NSPCC                                             | 10,000.00         | -                |
| The Children's Trust                              | 1,000.00          | -                |
| The Prince's Trust                                | 1,000.00          | -                |
| Tommy's                                           | 1,000.00          | -                |
| Winston's Wish                                    | 2,000.00          | 1,000.00         |
| Youth Works Northamptonshire                      | 1,000.00          | -                |
|                                                   | <u>21,000.00</u>  | <u>3,000.00</u>  |
| <b>Medical research, medicine and other care</b>  |                   |                  |
| Age UK Northamptonshire                           | 1,000.00          | -                |
| Autism Early Support                              | -                 | 500.00           |
| Cancer Research UK                                | 10,000.00         | -                |
| Charlie Waller Memorial Trust                     | 2,000.00          | 1,000.00         |
| Cransley Hospice                                  | 2,000.00          | 1,000.00         |
| Crohn's and Colitis Relief                        | 1,000.00          | -                |
| Diabetes UK                                       | 1,000.00          | -                |
| Marie Curie                                       | 1,000.00          | -                |
| Northamptonshire Dometic Abuse                    | 2,000.00          | 1,000.00         |
| Pain Concern                                      | -                 | 1,000.00         |
| Pumping Marvellous Foundation                     | 1,000.00          | -                |
| Support Dogs                                      | 1,000.00          | -                |
| The Extracare Charitable Trust                    | 1,000.00          | -                |
| Vine Community Trust                              | 2,000.00          | 1,000.00         |
|                                                   | <u>25,000.00</u>  | <u>5,500.00</u>  |
| <b>Mental health well being, care and support</b> |                   |                  |
| Blackdog Outdoors                                 | 1,000.00          | -                |
| Harmless                                          | 2,000.00          | 1,000.00         |
| Kettering Association for Mental Health           | 2,000.00          | 1,000.00         |
| MQ Mental health research                         | 1,000.00          | -                |
| The Anna Freud Centre                             | -                 | 1,000.00         |
| Molra Anderson Foundation                         | 1,000.00          | -                |
| Young Minds Trust                                 | 1,000.00          | -                |
|                                                   | <u>6,000.00</u>   | <u>3,000.00</u>  |
| <b>Music and the arts</b>                         |                   |                  |
| Amicorum Choir                                    | 1,000.00          | 1,000.00         |
| Britten Peas Arts                                 | 10,000.00         | -                |
|                                                   | <u>11,000.00</u>  | <u>1,000.00</u>  |
| <b>Refugee Support</b>                            |                   |                  |
| Care4Calsis                                       | 2,000.00          | 2,000.00         |
| Hear Me Out Music                                 | -                 | 1,000.00         |
| Kent Refugee Action Network                       | 2,000.00          | 2,000.00         |
| Refugee Action                                    | -                 | 2,000.00         |
| Refugee Council                                   | 2,000.00          | 2,000.00         |
| Women for Refugee Women                           | 2,000.00          | 2,000.00         |
|                                                   | <u>8,000.00</u>   | <u>11,000.00</u> |
| <b>Relief of financial hardship</b>               |                   |                  |
| Ezer Leyoldos                                     | -                 | 1,000.00         |
| Giving World                                      | -                 | 1,000.00         |
| The Kettering Foodbank                            | 2,000.00          | 1,000.00         |
|                                                   | <u>2,000.00</u>   | <u>3,000.00</u>  |
| <b>Religion and care of places of worship</b>     |                   |                  |
| Cranford PCC                                      | 10,000.00         | 1,000.00         |
| Friends of St Mary's Burton Latimer               | 10,000.00         | 1,000.00         |
|                                                   | <u>20,000.00</u>  | <u>2,000.00</u>  |
| <b>Rescue and support organisations</b>           |                   |                  |
| Kettering Street Pastors                          | 5,000.00          | 1,000.00         |
| The Air Ambulance Service                         | 2,000.00          | 1,000.00         |
| Northamptonshire Search and Rescue                | 2,000.00          | 1,000.00         |
| RNLI                                              | 10,000.00         | -                |
|                                                   | <u>19,000.00</u>  | <u>3,000.00</u>  |
| <b>Other</b>                                      |                   |                  |
| Groundwork Northamptonshire                       | 1,000.00          | -                |
| Volunteering Matters                              | 1,000.00          | -                |
|                                                   | <u>2,000.00</u>   | <u>-</u>         |
| <b>Total grants</b>                               | <u>118,000.00</u> | <u>31,500.00</u> |

**MICHAEL GUEST CHARITABLE FOUNDATION**

England & Wales - Charity number 1154653

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# Accounts

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Charity registration number 1154653

**MICHAEL GUEST CHARITABLE FOUNDATION**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

# MICHAEL GUEST CHARITABLE FOUNDATION

## LEGAL AND ADMINISTRATIVE INFORMATION

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|                                      |                                                                                                 |                           |
|--------------------------------------|-------------------------------------------------------------------------------------------------|---------------------------|
| <b>Trustees</b>                      | C Marment<br>H Shepherd<br>L Shepherd<br>S Patten                                               | (Appointed 17 March 2023) |
| <b>Charity number</b>                | 1154653                                                                                         |                           |
| <b>Correspondence address</b>        | Kettering Parkway South<br>Kettering Venture Park<br>Kettering<br>NN15 6WN                      |                           |
| <b>Investment managers</b>           | Charles Stanley & Co Limited<br>55 Bishopsgate<br>London<br>EC2N 3AS                            |                           |
| <b>Solicitors and administrators</b> | Wilson Browne LLP<br>Kettering Parkway South<br>Kettering Venture Park<br>Kettering<br>NN15 6WN |                           |
| <b>Accountants</b>                   | Azets<br>Thorpe House<br>93 Headlands<br>Kettering<br>NN15 6BL                                  |                           |
| <b>Independent examiner</b>          | Azets Audit Services<br>Thorpe House<br>93 Headlands<br>Kettering<br>NN15 6BL                   |                           |

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# MICHAEL GUEST CHARITABLE FOUNDATION

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| Statement of financial activities | 6           |
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| Statement of cash flows           | 8           |
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# MICHAEL GUEST CHARITABLE FOUNDATION

## TRUSTEES' REPORT

### *FOR THE YEAR ENDED 31 MARCH 2022*

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The trustees present their annual report and financial statements for the year ended 31 March 2022.

The accounts have been prepared in accordance with the accounting policies set out in the notes to the accounts and comply with the charity's trust deed, 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.

#### **Objectives and activities**

The charity's objective, as set out in the trust deed dated 4th October 2013, is to promote such purposes that are exclusively charitable under the laws of England and Wales as the trustees in their discretion from time to time determine in particular by supporting the works of other registered charities by the making of donations or grants from income and capital available for distribution.

The charity's administrators receive written applications for grants from a wide range of UK registered charities, which are then circulated to the trustees for consideration. At each trustees' meeting, a list of grants, drawn up from the applications received and other research and information, is approved, following which successful applicants are advised of the amount awarded. Where necessary, based on the urgency of the request, a grant may be approved by the trustees in the period between meetings.

The success of grant making activities is measured by our assessment of the effectiveness of funding provided to each particular area of benefit and the wide range of good causes we are able to support, as well as by reference to the value and number of grants we are able to approve,

The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives, in planning future activities and setting the above grant making policy.

#### **Achievements and performance**

The Foundation continues to receive a large number of grant applications.

In the year, the trustees were able to approve 27 (2021: 27) grants totalling £31,500 (2021: £13,500), which were paid to a wide range of local and national charities.

Areas of benefit included animal care, care of young people and children, medical research, medicine and other care, mental health wellbeing, music and the arts, refugee support, relief of financial hardship, religion and care of places of worship, and rescue and support organisations.

# MICHAEL GUEST CHARITABLE FOUNDATION

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2022

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#### Financial review

In March 2022, funds available to the Foundation were significantly increased by the receipt of a legacy valued at £5,047,959 from the estate of the founder of the Foundation, the late Michael Guest. The Foundation's entitlement to Michael's residuary estate was established by his will dated 11 February 2020, as amended by a deed of variation dated 2 October 2023. Further details are provided in note 3 to the financial statements.

The charity's work is reliant on income and investment returns from its endowment funds. The unrestricted income from this source totalled £55,066 in the year to 31st March 2022 (2021: £31,868). Future income from investments is expected to increase significantly compared to the amounts received in 2022 and 2021.

Grants and support costs paid totalled £53,186 (2021: £23,388) and investment management costs were £14,769 (2021: £10,711).

The charity's portfolio of listed investments is managed on a discretionary basis by its investment managers with the objective of producing a balance between capital growth and income.

In late February 2020, the coronavirus pandemic triggered a significant fall in the value of the portfolio. The recovery in financial markets in the current and previous year is reflected by realised and unrealised gains at 31st March 2022 totalling £222,680 (2021: £443,400) and by the growth in investment income reported above.

The net movement in funds for the year was an increase of £5,257,750 (2021: £441,169).

#### Reserves policy

Total funds held at 31 March 2022 are shown on the balance sheet. Funds include an expendable endowment fund of £6,913,386. Expendable endowment is excluded from the definition of reserves, but the funds can be transferred to income and spent at the discretion of the trustees. In the opinion of the trustees, this flexibility, together with an anticipated significant increase in investment income in future years, means that the holding of reserves is not necessary. The trustees will review their reserves policy on a regular basis.

#### Principal risks

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

The principal risks relate to investment performance and operational risks in terms of grant-making activities arising, for example, from fraudulent applications or reputational risk. The trustees receive regular reports from the Foundation's investment managers, enabling them to review performance, including periodic valuations. All grant applications are subject to research, further information is obtained as necessary, and are paid only after approval by the trustees.

#### Plans for future periods

The receipt of the significant legacy reported above should ensure the financial stability of the Foundation for the foreseeable future. The prudent use of the funds now available will enable the trustees to significantly expand the Foundation's grant-making activity.

#### Structure, governance and management

The charity is an unincorporated charity established by trust deed dated 4th October 2013. It was registered with the Charity Commission in England and Wales on 19th November 2013.

The trustees who served during the year and up to the date of signature of the financial statements were:

C Marment  
H Shepherd  
L Shepherd  
S Patten

(Appointed 17 March 2023)

# **MICHAEL GUEST CHARITABLE FOUNDATION**

## **TRUSTEES' REPORT (CONTINUED)**

***FOR THE YEAR ENDED 31 MARCH 2022***

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The first trustees were appointed by the trust deed. There must be at least three trustees. New trustees may be appointed by a resolution of the existing trustees passed at a special meeting, which may be called at any time by the person elected to chair meetings of the trustees or by any two trustees. In selecting individuals for appointment as trustees, the trustees must have regard to the skills, knowledge and experience needed for the effective administration of the charity. Each new trustee must be provided with a copy of the trust deed and a copy of the charity's latest report and accounts. Trustees will normally remain in office until they resign.

The trustees must hold at least two ordinary meetings each year, at which they intend to review and discuss grant making policy, investment policy and performance, and other strategic matters.

Ordinary or special meetings may be called at any time by the person elected to chair meetings of the trustees or by any two trustees. At their first ordinary meeting each year the trustees must elect one of their number to chair their meetings. No business shall be conducted at a meeting unless at least one third of the total number of trustees or two trustees (whichever is the greater) are present throughout the meeting. Decisions must be made by the majority of the trustees present and voting. The person chairing the meeting shall have a casting vote.

The day to day administration of the charity has been delegated to its solicitors.

The trustees' report was approved by the Board of Trustees.

**H Shepherd**

Trustee

Dated: 7 December 2023

# **MICHAEL GUEST CHARITABLE FOUNDATION**

## **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

***FOR THE YEAR ENDED 31 MARCH 2022***

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The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that year.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

# MICHAEL GUEST CHARITABLE FOUNDATION

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF MICHAEL GUEST CHARITABLE FOUNDATION

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I report to the trustees on my examination of the financial statements of Michael Guest Charitable Foundation (the charity) for the year ended 31 March 2022.

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

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

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### **Independent examiner's statement**

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by 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 now been withdrawn.

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

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 that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 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.

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 financial statements to be reached.

Paul Tyler FCA  
Institute of Chartered Accountants in England and Wales  
Thorpe House  
93 Headlands  
Kettering  
Northamptonshire  
NN15 6BL  
United Kingdom

Dated: 7 December 2023

# MICHAEL GUEST CHARITABLE FOUNDATION

## STATEMENT OF FINANCIAL ACTIVITIES

**FOR THE YEAR ENDED 31 MARCH 2022**

|                                       | Notes | Unrestricted funds<br>2022<br>£ | Endowment funds<br>2022<br>£ | Total<br>2022<br>£ | Unrestricted funds<br>2021<br>£ | Endowment funds<br>2021<br>£ | Total<br>2021<br>£ |
|---------------------------------------|-------|---------------------------------|------------------------------|--------------------|---------------------------------|------------------------------|--------------------|
| <b>Income from:</b>                   |       |                                 |                              |                    |                                 |                              |                    |
| Donations and legacies                | 3     | -                               | 5,047,959                    | 5,047,959          | -                               | -                            | -                  |
| Investments                           | 4     | 55,066                          | -                            | 55,066             | 31,868                          | -                            | 31,868             |
| <b>Total income and endowments</b>    |       | 55,066                          | 5,047,959                    | 5,103,025          | 31,868                          | -                            | 31,868             |
| <b>Expenditure on:</b>                |       |                                 |                              |                    |                                 |                              |                    |
| Raising funds                         | 5     | -                               | 14,769                       | 14,769             | -                               | 10,711                       | 10,711             |
| Charitable activities                 | 6     | 53,186                          | -                            | 53,186             | 23,388                          | -                            | 23,388             |
| <b>Total expenditure</b>              |       | 53,186                          | 14,769                       | 67,955             | 23,388                          | 10,711                       | 34,099             |
| Net gains/(losses) on investments     | 10    | -                               | 222,680                      | 222,680            | -                               | 443,400                      | 443,400            |
| <b>Net movement in funds</b>          |       | 1,880                           | 5,255,870                    | 5,257,750          | 8,480                           | 432,689                      | 441,169            |
| Fund balances at 1 April 2021         |       | 13,322                          | 1,657,516                    | 1,670,838          | 4,842                           | 1,224,827                    | 1,229,669          |
| <b>Fund balances at 31 March 2022</b> |       | 15,202                          | 6,913,386                    | 6,928,588          | 13,322                          | 1,657,516                    | 1,670,838          |

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

# MICHAEL GUEST CHARITABLE FOUNDATION

## BALANCE SHEET

AS AT 31 MARCH 2022

|                                                       | Notes | 2022<br>£        | £                | 2021<br>£        | £                |
|-------------------------------------------------------|-------|------------------|------------------|------------------|------------------|
| <b>Fixed assets</b>                                   |       |                  |                  |                  |                  |
| Tangible assets                                       | 12    |                  | 1,240            |                  | -                |
| Investments                                           | 13    |                  | 6,751,380        |                  | 1,671,055        |
|                                                       |       |                  | <u>6,752,620</u> |                  | <u>1,671,055</u> |
| <b>Current assets</b>                                 |       |                  |                  |                  |                  |
| Debtors                                               | 14    | 194,135          |                  | 3,673            |                  |
| Cash at bank and in hand                              |       | -                |                  | 11,656           |                  |
|                                                       |       | <u>194,135</u>   |                  | <u>15,329</u>    |                  |
| <b>Creditors: amounts falling due within one year</b> | 16    | (18,167)         |                  | (15,546)         |                  |
| Net current assets/(liabilities)                      |       |                  | <u>175,968</u>   |                  | <u>(217)</u>     |
| <b>Total assets less current liabilities</b>          |       |                  | <u>6,928,588</u> |                  | <u>1,670,838</u> |
| <b>Capital funds</b>                                  |       |                  |                  |                  |                  |
| <u>Endowment funds - general</u>                      |       |                  |                  |                  |                  |
| General endowment funds                               |       | 6,913,386        |                  | 1,657,516        |                  |
|                                                       |       | <u>6,913,386</u> |                  | <u>1,657,516</u> |                  |
| Permanent endowment                                   |       | -                |                  | -                |                  |
| Expendable endowment                                  |       | 6,913,386        |                  | 1,657,516        |                  |
|                                                       | 17    |                  | 6,913,386        |                  | 1,657,516        |
| <b>Income funds</b>                                   |       |                  |                  |                  |                  |
| Unrestricted funds                                    |       |                  | 15,202           |                  | 13,322           |
|                                                       |       |                  | <u>6,928,588</u> |                  | <u>1,670,838</u> |

The financial statements were approved by the Trustees on 7 December 2023

C Marment  
Trustee

H Shepherd  
Trustee

# MICHAEL GUEST CHARITABLE FOUNDATION

## STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2022

|                                                               | Notes | 2022<br>£   | £         | 2021<br>£ | £        |
|---------------------------------------------------------------|-------|-------------|-----------|-----------|----------|
| <b>Cash flows from operating activities</b>                   |       |             |           |           |          |
| Cash generated from/(absorbed by) operations                  | 20    |             | 167,645   |           | (32,388) |
| <b>Investing activities</b>                                   |       |             |           |           |          |
| Purchase of tangible fixed assets                             |       | (1,312)     |           | -         |          |
| Purchase of investments                                       |       | (1,108,715) |           | (74,156)  |          |
| Proceeds on disposal of investments                           |       | 927,192     |           | 83,277    |          |
| Investment income received                                    |       | 45,372      |           | 31,868    |          |
| <b>Net cash (used in)/generated from investing activities</b> |       |             | (137,463) |           | 40,989   |
| <b>Net cash used in financing activities</b>                  |       |             | -         |           | -        |
| <b>Net increase in cash and cash equivalents</b>              |       |             | 30,182    |           | 8,601    |
| Cash and cash equivalents at beginning of year                |       |             | 20,406    |           | 11,805   |
| <b>Cash and cash equivalents at end of year</b>               |       |             | 50,588    |           | 20,406   |
| <b>Relating to:</b>                                           |       |             |           |           |          |
| Cash at bank and in hand                                      |       |             | -         |           | 11,656   |
| Cash held for future investment                               |       |             | 51,217    |           | 8,750    |
| Bank overdrafts included in creditors payable within one year |       |             | (629)     |           | -        |

The notes on pages 9 to 19 form part of these financial statements.

# MICHAEL GUEST CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

---

### 1 Accounting policies

#### Charity information

Michael Guest Charitable Foundation is an unincorporated charity registered with the Charity Commission for England and Wales.

#### 1.1 Accounting convention

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 (FRS 102) 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 Foundation constitutes a public benefit entity as defined by FRS 102. The Foundation's financial statements present information about it as an individual undertaking.

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 Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) 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.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include certain financial instruments at fair value. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

The Foundation has a single expendable endowment fund created by the trust deed dated 4th October 2013. The trust deed provides for the trustees to apply the income and, at their discretion all or part of the capital, in furthering the objects of the charity. Income arising on the expendable endowment is unrestricted. Realised and unrealised gains and losses on expendable endowment fund investments form part of endowment funds. Investment management charges relating to the fund are charged against endowment funds. Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects.

#### 1.4 Income

All income is recognised once the charity has entitlement to the income, there is sufficient certainty of receipt and the amount receivable can be measured reliably. Donations are recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably. Gifts of expendable endowment comprising listed investments are recognised in the accounts at market value on the date of transfer of the assets to the charity. The Foundation recognises residuary legacies at the earlier of the date of receipt or when the executors have determined that a payment can be made following the agreement of the estate accounts, or on notification by the executors that a payment will be made. Residuary legacies comprising listed shares are recognised at fair value on the date of transfer to the Foundation. Dividend income is accounted for when the charity's right to the income is established, which is when received.

# MICHAEL GUEST CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

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### 1 Accounting policies

(Continued)

#### 1.5 Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs, including support costs and governance costs, related to the category. Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

Expenditure on charitable activities includes grants payable, governance costs and an apportionment of support costs. Grants payable are payments made to third parties in furtherance of the charitable objects of the charity. 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.

Support costs have been differentiated between governance costs and other support costs. Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to independent examination and legal fees. The basis on which support costs have been allocated is set out in the notes to the financial statements.

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

|           |     |
|-----------|-----|
| Computers | 25% |
|-----------|-----|

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### 1.7 Fixed asset investments

Investments are initially recognised at their transaction value and subsequently measured at their market value at the balance sheet date using the closing quoted market price. The Statement of Financial Activities includes the net gains and losses arising on revaluations and disposals throughout the year.

#### 1.8 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### 1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

# MICHAEL GUEST CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

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### 1 Accounting policies

(Continued)

#### 1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

##### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

##### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

#### 1.11 Taxation

As a registered charity, the Foundation is exempt from tax on income and gains to the extent that these are applied to its charitable objects. The Foundation is not registered for Value Added Tax.

#### 1.12 Foreign exchange

Transactions in foreign currencies are recorded at the rate ruling at the date of the transaction. Monetary assets and liabilities are retranslated at the rate of exchange ruling at the balance sheet date. All differences are taken to the Statement of Financial Activities.

# MICHAEL GUEST CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

### 3 Donations and legacies

|                                                            | Endowment<br>funds<br>general<br>2022<br>£ | Total<br>2021<br>£ |
|------------------------------------------------------------|--------------------------------------------|--------------------|
| Legacies receivable                                        | 5,047,959                                  | -                  |
| <b>Legacies receivable</b>                                 |                                            |                    |
| Residuary legacy - Listed investments at fair value        | 4,633,655                                  | -                  |
| Residuary legacy - cash                                    | 235,719                                    | -                  |
| Residuary legacy - amount due from estate at 31 March 2022 | 178,585                                    | -                  |
|                                                            | 5,047,959                                  | -                  |

#### Exceptional income

Exceptional income comprising the residuary legacy received from the estate of the late Mr Michael Guest, the founder of the Foundation, has been recognised in the financial statements for the year. The legacy has been classified as an addition to capital held in the expendable endowment fund.

#### Classification of the exceptional income

Michael established the Foundation by a declaration of Trust dated 4 October 2013, the terms of which enable the trustees to spend the charity's capital but does not oblige them to do so. The deed makes it clear that the Foundation's capital is not permanent endowment and can be spent as income if required. In December 2015, Michael wrote to the trustees and confirmed that lifetime gifts received from him should be added to the expendable endowment fund. In his will dated 11 February 2020, Michael bequeathed his residuary estate upon trust for the Foundation. The trustees are satisfied, based on all available evidence, that it was Michael's intention that the legacy be added to the capital held in the Foundation's expendable endowment fund. This classification was further confirmed by a communication from the Charity Commission dated 30 August 2023 and subsequent completion of a deed of variation relating to Michael's estate and the Foundation's entitlement to the residuary legacy, whereby the residuary estate was bequeathed upon trust for the Foundation's endowment fund. The deed of variation was dated 2 October 2023 and signed by the trustees of the Foundation and executors of Michael's estate.

# MICHAEL GUEST CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

### 4 Investments

|                                                     | Unrestricted<br>funds | Unrestricted<br>funds |
|-----------------------------------------------------|-----------------------|-----------------------|
|                                                     | 2022                  | 2021                  |
|                                                     | £                     | £                     |
| Income from listed investments - dividends received | 55,066                | 31,868                |

### 5 Raising funds

|                       | Endowment<br>funds<br>general | Endowment<br>funds<br>general |
|-----------------------|-------------------------------|-------------------------------|
|                       | 2022                          | 2021                          |
|                       | £                             | £                             |
| Investment management | 14,769                        | 10,711                        |
|                       | 14,769                        | 10,711                        |

### 6 Charitable activities

|                                          | Grant<br>making<br>2022 | Grant<br>making<br>2021 |
|------------------------------------------|-------------------------|-------------------------|
|                                          | £                       | £                       |
| Grant funding of activities (see note 7) | 31,500                  | 13,500                  |
| Share of support costs (see note 8)      | 2,871                   | 1,828                   |
| Share of governance costs (see note 8)   | 18,815                  | 8,060                   |
|                                          | 53,186                  | 23,388                  |

# MICHAEL GUEST CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

### 7 Grants payable

|                                            | Grant making<br>2022<br>£ | Grant making<br>2021<br>£ |
|--------------------------------------------|---------------------------|---------------------------|
| Grants to institutions:                    |                           |                           |
| Animal care                                | -                         | 1,000                     |
| Care of young people                       | 3,000                     | 4,000                     |
| Medical research, medicine and other care  | 5,500                     | 5,000                     |
| Mental health well being, care and support | 3,000                     | -                         |
| Music and the arts                         | 1,000                     | 500                       |
| Refugee support                            | 11,000                    | -                         |
| Relief of financial hardship               | 3,000                     | -                         |
| Religion and care of places of worship     | 2,000                     | 1,500                     |
| Rescue and support organisations           | 3,000                     | 1,500                     |
|                                            | <u>31,500</u>             | <u>13,500</u>             |

The Foundation makes grants to other UK registered charities. The above analysis summarises the grants paid by sector.

# MICHAEL GUEST CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

### 8 Support costs

|                                         | Support costs | Governance costs | 2022 Support costs | Governance costs | 2021         |
|-----------------------------------------|---------------|------------------|--------------------|------------------|--------------|
|                                         | £             | £                | £                  | £                | £            |
| Depreciation                            | 72            | -                | 72                 | -                | -            |
| Solicitors' fees - Grant making costs   | 2,756         | -                | 2,756              | 1,828            | 1,828        |
| Bank charges                            | 43            | -                | 43                 | -                | -            |
| Independent examiner's remuneration     | -             | 13,224           | 13,224             | -                | 4,404        |
| Solicitors' fees - Administration costs | -             | 5,511            | 5,511              | -                | 3,656        |
| Trustees' expenses                      | -             | 80               | 80                 | -                | -            |
|                                         | <u>2,871</u>  | <u>18,815</u>    | <u>21,686</u>      | <u>1,828</u>     | <u>9,888</u> |
| Analysed between Charitable activities  | <u>2,871</u>  | <u>18,815</u>    | <u>21,686</u>      | <u>1,828</u>     | <u>9,888</u> |

Administration costs incurred are allocated on the basis of estimated usage between governance related costs and other support costs.

Independent examiner's remuneration totalling £13,224 (2021: £4,404) comprises fees for independent examination services of £4,104 (2021: £840) and fees for accountancy services of £9,120 (2021: £3,564).

The total support costs in the year and the previous year were attributable to the Foundation's grant making activity.

### 9 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

Travel expenses totalling £80 (2021: £Nil) were paid to one (2021: none) trustee during the year.

### 10 Net gains/(losses) on investments

|                                    | Endowment funds general 2022 £ | Endowment funds general 2021 £ |
|------------------------------------|--------------------------------|--------------------------------|
| Revaluation of investments         | 174,656                        | 421,970                        |
| Gain/(loss) on sale of investments | 48,024                         | 21,430                         |
|                                    | <u>222,680</u>                 | <u>443,400</u>                 |

# MICHAEL GUEST CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

### 11 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

### 12 Tangible fixed assets

|                                    | Computers<br>£ |
|------------------------------------|----------------|
| <b>Cost</b>                        |                |
| Additions                          | 1,312          |
| At 31 March 2022                   | 1,312          |
| <b>Depreciation and impairment</b> |                |
| Depreciation charged in the year   | 72             |
| At 31 March 2022                   | 72             |
| <b>Carrying amount</b>             |                |
| At 31 March 2022                   | 1,240          |

### 13 Fixed asset investments

|                          | Listed<br>investments<br>£ | Cash in<br>portfolio | Total<br>£ |
|--------------------------|----------------------------|----------------------|------------|
| <b>Cost or valuation</b> |                            |                      |            |
| At 1 April 2021          | 1,662,305                  | 8,750                | 1,671,055  |
| Additions                | 5,742,370                  | 42,467               | 5,784,837  |
| Valuation changes        | 174,656                    | -                    | 174,656    |
| Disposals                | (879,168)                  | -                    | (879,168)  |
| At 31 March 2022         | 6,700,163                  | 51,217               | 6,751,380  |
| <b>Carrying amount</b>   |                            |                      |            |
| At 31 March 2022         | 6,700,163                  | 51,217               | 6,751,380  |
| At 31 March 2021         | 1,662,305                  | 8,750                | 1,671,055  |

# MICHAEL GUEST CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

### 13 Fixed asset investments

(Continued)

All investments are carried at their fair value. Investments in equities are all traded in quoted public markets, primarily the London Stock Exchange. The basis of fair value for quoted investments is equivalent to the market value, using the bid price. All investment assets are held within the UK.

The significance of financial instruments to the ongoing financial sustainability of the Foundation is considered in the financial review section of the Report of the Trustees.

The main risk to the Foundation from financial instruments lies in the combination of uncertain investment markets and volatility in yield. The Foundation is in part reliant on dividend yield to finance its work and it has significant holdings in international companies, the values of which, together with their yield are exposed to exchange rate risk when converting the holdings into sterling. Liquidity risk is anticipated to be low. The Foundation's investments are traded in a market with good liquidity and high trading volumes. The Foundation has no material investment holdings in markets subject to exchange controls or trading restrictions.

The Foundation manages these investment risks by retaining expert advisors and operating an investment policy that provides for diversification of holdings that are quoted on a recognised stock exchange. The Foundation does not make use of derivatives and similar complex financial instruments.

### 14 Debtors

|                                      | 2022<br>£ | 2021<br>£ |
|--------------------------------------|-----------|-----------|
| Amounts falling due within one year: |           |           |
| Other debtors                        | 194,135   | 3,673     |

Debtors include £178,585 in respect of that part of the residuary legacy recognised in the year which had not been paid over to the Foundation by 31 March 2022.

### 15 Loans and overdrafts

|                         | 2022<br>£ | 2021<br>£ |
|-------------------------|-----------|-----------|
| Bank overdrafts         | 629       | -         |
| Payable within one year | 629       | -         |

### 16 Creditors: amounts falling due within one year

|                              | Notes | 2022<br>£ | 2021<br>£ |
|------------------------------|-------|-----------|-----------|
| Bank overdrafts              | 15    | 629       | -         |
| Accruals and deferred income |       | 17,538    | 15,546    |
|                              |       | 18,167    | 15,546    |

# MICHAEL GUEST CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

### 17 Endowment funds

The expendable endowment was established by the trust deed dated 4th October 2013. Lifetime gifts made by the Founder and the Foundation's entitlement to the the residuary estate of the Founder have all been classified as additions to the capital held in the expendable endowment fund. Further details are provided in note 3 to the financial statements.

The trustees have the power, at their discretion, to spend all or part of the capital in furtherance of the objects of the charity. Income arising on the endowment funds can be used in accordance with the objects of the Foundation and is included as unrestricted income. Any capital gains or losses arising on the assets form part of the fund.

|                                               | Balance at<br>1 April 2020 | Resources<br>expended | Revaluations<br>gains and<br>losses | Balance at<br>1 April 2021 | Movement in funds     |                       |                                     |           | Balance at<br>31 March 2022 |
|-----------------------------------------------|----------------------------|-----------------------|-------------------------------------|----------------------------|-----------------------|-----------------------|-------------------------------------|-----------|-----------------------------|
|                                               | £                          | £                     | £                                   | £                          | Incoming<br>resources | Resources<br>expended | Revaluations<br>gains and<br>losses | £         | £                           |
| <b>Expendable endowments</b>                  |                            |                       |                                     |                            |                       |                       |                                     |           |                             |
| Fund established by gifts made by the Founder | 1,224,827                  | (10,711)              | 443,400                             | 1,657,516                  | 5,047,959             | (14,769)              | 222,680                             | 6,913,386 |                             |
|                                               | 1,224,827                  | (10,711)              | 443,400                             | 1,657,516                  | 5,047,959             | (14,769)              | 222,680                             | 6,913,386 |                             |

# MICHAEL GUEST CHARITABLE FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

### 18 Analysis of net assets between funds

|                                                          | Unrestricted<br>funds<br>2022<br>£ | Endowment<br>funds<br>2022<br>£ | Total Unrestricted<br>funds<br>2022<br>£ | Unrestricted<br>funds<br>2021<br>£ | Endowment<br>funds<br>2021<br>£ | Total<br>2021<br>£ |
|----------------------------------------------------------|------------------------------------|---------------------------------|------------------------------------------|------------------------------------|---------------------------------|--------------------|
| Fund balances at 31<br>March 2022 are<br>represented by: |                                    |                                 |                                          |                                    |                                 |                    |
| Tangible assets                                          | 1,240                              | -                               | 1,240                                    | -                                  | -                               | -                  |
| Investments                                              | -                                  | 6,751,380                       | 6,751,380                                | -                                  | 1,671,055                       | 1,671,055          |
| Current assets/(liabilities)                             | 13,962                             | 162,006                         | 175,968                                  | 13,322                             | (13,539)                        | (217)              |
|                                                          | <u>15,202</u>                      | <u>6,913,386</u>                | <u>6,928,588</u>                         | <u>13,322</u>                      | <u>1,657,516</u>                | <u>1,670,838</u>   |

### 19 Related party transactions

During the period, the following transactions with trustees and related parties occurred.

Investment management fees of £14,769 (2021:£10,711), including fees accrued at the period end of £4,693 (2021:£2,850), were payable to Charles Stanley & Co Limited, a company which employs Mr C Marment.

### 20 Cash generated from operations

|                                                                   | 2022<br>£      | 2021<br>£       |
|-------------------------------------------------------------------|----------------|-----------------|
| Surplus for the year                                              | 5,257,750      | 441,169         |
| Adjustments for:                                                  |                |                 |
| Investment income recognised in statement of financial activities | (55,066)       | (31,868)        |
| Investments transferred as part of legacy received                | (4,633,655)    | -               |
| Gain on disposal of investments                                   | (48,024)       | (21,430)        |
| Fair value gains and losses on investments                        | (174,656)      | (421,970)       |
| Depreciation and impairment of tangible fixed assets              | 72             | -               |
| Investment income - non-cash dividend                             | 1,197          | -               |
| Movements in working capital:                                     |                |                 |
| (Increase) in debtors                                             | (181,965)      | (2,632)         |
| Increase in creditors                                             | 1,992          | 4,343           |
| <b>Cash generated from/(absorbed by) operations</b>               | <u>167,645</u> | <u>(32,388)</u> |

### 21 Analysis of changes in net funds

The charity had no debt during the year.

# MICHAEL GUEST CHARITABLE FOUNDATION

## APPENDIX TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2022

### Details of grants made to institutions

|                                                                      | 2022<br>£     | 2021<br>£     |
|----------------------------------------------------------------------|---------------|---------------|
| <b>Animal care</b>                                                   |               |               |
| Animals in Need-Maxicare                                             | -             | 500           |
| The Olive Ridley Project                                             | -             | 500           |
|                                                                      | <u>-</u>      | <u>1,000</u>  |
| <b>Care of young people</b>                                          |               |               |
| Activiteens                                                          | -             | 500           |
| Equata                                                               | -             | 500           |
| Get Set Girls                                                        | 1,000         | -             |
| Happy Days Children's Charity                                        | -             | 500           |
| Home Start (Families with young children)                            | 1,000         | 500           |
| LIVE!                                                                | -             | 500           |
| PACE                                                                 | -             | 500           |
| The Mintridge Foundation                                             | -             | 500           |
| Up'N Away                                                            | -             | 500           |
| Winston's Wish                                                       | 1,000         | -             |
|                                                                      | <u>3,000</u>  | <u>4,000</u>  |
| <b>Medical research, medicine and other care</b>                     |               |               |
| Autism Early Support                                                 | 500           | -             |
| Asthma Relief (Medical)                                              | -             | 500           |
| Bansang Hospital Appeal                                              | -             | 500           |
| Beryl Thyer Memorial Trust                                           | -             | 500           |
| Charlie Waller Memorial Trust                                        | 1,000         | 500           |
| Cransley Hospice                                                     | 1,000         | 500           |
| Designability                                                        | -             | 500           |
| NorPIP                                                               | -             | 500           |
| Northamptonshire Dometic Abuse                                       | 1,000         | -             |
| Pain Concern                                                         | 1,000         | -             |
| PSPA                                                                 | -             | -             |
| Support Dogs                                                         | -             | 500           |
| The Fire Fighters Charity (Fire and rescue personnel and dependents) | -             | 500           |
| Vine Community Trust                                                 | 1,000         | 500           |
|                                                                      | <u>5,500</u>  | <u>5,000</u>  |
| <b>Mental health well being, care and support</b>                    |               |               |
| Harmless                                                             | 1,000         | -             |
| Kettering Association for Mental Health                              | 1,000         | -             |
| The Anna Freud Centre                                                | 1,000         | -             |
|                                                                      | <u>3,000</u>  | <u>-</u>      |
| <b>Music and the arts</b>                                            |               |               |
| Amicorum Choir                                                       | 1,000         | -             |
| Camerata Singers                                                     | -             | 500           |
|                                                                      | <u>1,000</u>  | <u>500</u>    |
| <b>Refugee Support</b>                                               |               |               |
| Care4Calais                                                          | 2,000         | -             |
| Hear Me Out Music                                                    | 1,000         | -             |
| Kent Refugee Action Network                                          | 2,000         | -             |
| Refugee Action                                                       | 2,000         | -             |
| Refugee Council                                                      | 2,000         | -             |
| Women for Refugee Women                                              | 2,000         | -             |
|                                                                      | <u>11,000</u> | <u>-</u>      |
| <b>Relief of financial hardship</b>                                  |               |               |
| Ezer Leyoldos                                                        | 1,000         | -             |
| Giving World                                                         | 1,000         | -             |
| The Kettering Foodbank                                               | 1,000         | -             |
|                                                                      | <u>3,000</u>  | <u>-</u>      |
| <b>Religion and care of places of worship</b>                        |               |               |
| Cranford PCC                                                         | 1,000         | 500           |
| Burton Latimer PCC                                                   | -             | 500           |
| Friends of St Mary's Burton Latimer                                  | 1,000         | 500           |
|                                                                      | <u>2,000</u>  | <u>1,500</u>  |
| <b>Rescue and support organisations</b>                              |               |               |
| Kettering Street Pastors                                             | 1,000         | 500           |
| Northamptonshire and Warwickshire Air Ambulance Trust                | 1,000         | 500           |
| Northamptonshire Search and Rescue                                   | 1,000         | 500           |
|                                                                      | <u>3,000</u>  | <u>1,500</u>  |
| <b>Total grants</b>                                                  | <u>31,500</u> | <u>13,500</u> |

**MICHAEL GUEST CHARITABLE FOUNDATION**

England & Wales - Charity number 1154653

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# Accounts

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**REGISTERED CHARITY NUMBER: 1154653**

**MICHAEL GUEST CHARITABLE FOUNDATION**

**REPORT AND ACCOUNTS**

**YEAR ENDED 31ST MARCH 2021**

**AZETS**

**Accountants**

**MICHAEL GUEST CHARITABLE FOUNDATION**

**REPORT AND ACCOUNTS – YEAR ENDED 31ST MARCH 2021**

|                 |       |        |                                   |
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|                 |       | 4      | Independent Examiner's Report     |
|                 |       | 5      | Statement of financial activities |
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|                 |       | 7 - 15 | Notes to the accounts             |

## **MICHAEL GUEST CHARITABLE FOUNDATION**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH 2021**

The trustees present their annual report and the accounts of the charity for the year ended 31st March 2021. The accounts have been prepared in accordance with the accounting policies set out in the notes to the accounts and comply with the charity's trust deed, 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.

#### **OBJECTIVES AND ACTIVITIES FOR THE PUBLIC BENEFIT**

The charity's objective, as set out in the trust deed dated 4<sup>th</sup> October 2013, is to promote such purposes that are exclusively charitable under the laws of England and Wales as the trustees in their discretion from time to time determine in particular by supporting the works of other registered charities by the making of donations or grants from income and capital available for distribution.

The charity's administrators receive written applications for grants from a wide range of UK registered charities, which are then circulated to the trustees for consideration. At each trustees' meeting, a list of grants, drawn up from the applications received and other research and information, is approved, following which successful applicants are advised of the amount awarded. Where necessary, based on the urgency of the request, a grant may be approved by the trustees in the period between meetings.

The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives, in planning future activities and setting the above grant making policy.

#### **ACHIEVEMENTS AND PERFORMANCE**

The Foundation continues to receive a large number of grant applications. In the year, the trustees were able to approve 27 (2020: 69) grants totalling £13,500 (2020: £44,500), which were paid to a wide range of local and national charities. Areas of benefit included music and the arts, medical research, medicine and other care, religion and care of places of worship, care of young people and children, rescue and support organisations and animal care.

#### **FINANCIAL REVIEW**

The charity's work is reliant on income and investment returns from its endowment funds. The unrestricted income from this source totalled £31,868 in the year to 31st March 2021 (2020: £44,079).

Grants paid and other costs payable from unrestricted funds totalled £23,388 (2020: £53,686) with the result that there was net unrestricted income for the period of £8,480 (2020: £9,507) before investment gains and losses.

## **MICHAEL GUEST CHARITABLE FOUNDATION**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH 2021**

#### **FINANCIAL REVIEW continued**

The charity's portfolio of listed investments is managed on a discretionary basis by its investment managers with the objective of producing a balance between capital growth and income.

In late February 2020, the coronavirus pandemic triggered a significant fall in the value of the portfolio. The strong recovery in financial markets in the current year is reflected by unrealised gains at 31<sup>st</sup> March 2021 totalling £421,970 (2020: unrealised losses £233,650). Realised gains on investments in the year totalled £21,430 (2020: £70,093).

#### **RESERVES POLICY**

The trustees consider the expendable endowment fund to be primarily an investment fund held to generate income and to ensure stability of the charity's grant making activity. The trustees propose that a level of free reserves in unrestricted funds of between £12,000 and £14,500, which they expect to be equivalent to approximately three months expenditure, should be established. The trustees consider that this level will provide sufficient liquid funds to respond to applications for grants, ensure that there are sufficient funds to cover administration and governance costs and, if necessary, afford sufficient time to transfer amounts from the expendable endowment fund. Free reserves, which were £13,322 on 31st March 2021, are at target level. The trustees will review their reserves policy on a regular basis.

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

The charity was registered on 19th November 2013 and was established by trust deed dated 4th October 2013.

The first trustees were appointed by the trust deed. There must be at least three trustees. New trustees may be appointed by a resolution of the existing trustees passed at a special meeting, which may be called at any time by the person elected to chair meetings of the trustees or by any two trustees. In selecting individuals for appointment as trustees, the trustees must have regard to the skills, knowledge and experience needed for the effective administration of the charity. Each new trustee must be provided with a copy of the trust deed and a copy of the charity's latest report and accounts. Trustees will normally remain in office until they resign.

The trustees must hold at least two ordinary meetings each year, at which they intend to review and discuss grant making policy, investment policy and performance, and other strategic matters.

Ordinary or special meetings may be called at any time by the person elected to chair meetings of the trustees or by any two trustees. At their first ordinary meeting each year the trustees must elect one of their number to chair their meetings. No business shall be conducted at a meeting unless at least one third of the total number of trustees or two trustees (whichever is the greater) are present throughout the meeting. Decisions must be made by the majority of the trustees present and voting. The person chairing the meeting shall have a casting vote.

The day to day administration of the charity has been delegated to its solicitors and accountants.

**MICHAEL GUEST CHARITABLE FOUNDATION**

**REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH 2021**

**REFERENCE AND ADMINISTRATIVE INFORMATION**

**Charity name**

Michael Guest Charitable Foundation

**Registered charity number**

1154653

**Trustees**

Mr M W T Guest (deceased 6 August 2020)

Mr C Marment

Mr K Weston (resigned 30 July 2020)

Ms H. Shepherd

Ms L. Shepherd (appointed 23 November 2020)

**Correspondence address**

Kettering Parkway South

Kettering Venture Park

Kettering

NN15 6WN

**Investment managers**

Charles Stanley & Co Limited

55 Bishopsgate

London

EC2N 3AS

**Solicitors & administrators**

Wilson Browne LLP

Kettering Parkway South

Kettering Venture Park

Kettering

NN15 6WN

**Accountants**

Azets

Thorpe House

93 Headlands

Kettering

NN15 6BL

**Independent examiner**

Azets Audit Services

Thorpe House

93 Headlands

Kettering

NN15 6BL

This report was approved by the Trustees on 20<sup>th</sup> January 2022

H SHEPHERD – TRUSTEE

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF MICHAEL GUEST CHARITABLE FOUNDATION**

I report to the charity trustees on my examination of the accounts of the Michael Guest Charitable Foundation for the year ended 31st March 2021 which are set out on pages 5 to 15.

**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**

Your attention is drawn to the fact that the charity has prepared the accounts in accordance with Accounting and Reporting by 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 1st 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 1st January 2015.

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; or
3. the accounts 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.

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.

Annette Armer  
Chartered Accountant  
Azets Audit Services  
Thorpe House  
93 Headlands  
KETTERING  
NN15 6BL

Date: 21<sup>st</sup> January 2022

**MICHAEL GUEST CHARITABLE FOUNDATION****STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST MARCH 2021**

|                                                                          | <u>Notes</u> | <u>Unrestricted<br/>Funds</u> | <u>Endowment<br/>Funds</u> | <u>Total<br/>Funds<br/>2021</u> | <u>Total<br/>Funds<br/>2020</u> |
|--------------------------------------------------------------------------|--------------|-------------------------------|----------------------------|---------------------------------|---------------------------------|
| <b>INCOME AND ENDOWMENTS</b>                                             |              |                               |                            |                                 |                                 |
| Donations and legacies:                                                  |              |                               |                            |                                 |                                 |
| Gift of expendable endowment                                             | 3            | -                             | -                          | -                               | 107,375                         |
| Investment income                                                        | 4            | 31,868                        | -                          | 31,868                          | 44,079                          |
| Other income                                                             |              | -                             | -                          | -                               | 100                             |
|                                                                          |              | <hr/>                         | <hr/>                      | <hr/>                           | <hr/>                           |
| <b>TOTAL INCOME AND ENDOWMENTS</b>                                       |              | <b>£31,868</b>                | <b>£ -</b>                 | <b>£31,868</b>                  | <b>£151,554</b>                 |
|                                                                          |              | <hr/>                         | <hr/>                      | <hr/>                           | <hr/>                           |
| <b>EXPENDITURE</b>                                                       |              |                               |                            |                                 |                                 |
| Cost of raising funds:                                                   |              |                               |                            |                                 |                                 |
| Investment management costs                                              |              | -                             | 10,711                     | 10,711                          | 10,445                          |
| Expenditure on charitable activities:                                    |              |                               |                            |                                 |                                 |
| Cost of grant making                                                     | 5            | 23,388                        | -                          | 23,388                          | 53,686                          |
|                                                                          |              | <hr/>                         | <hr/>                      | <hr/>                           | <hr/>                           |
| <b>TOTAL EXPENDITURE</b>                                                 |              | <b>£23,388</b>                | <b>£10,711</b>             | <b>£34,099</b>                  | <b>£64,131</b>                  |
|                                                                          |              | <hr/>                         | <hr/>                      | <hr/>                           | <hr/>                           |
| <b>NET INCOME/(EXPENDITURE) BEFORE<br/>GAINS/(LOSSES) ON INVESTMENTS</b> |              | <b>8,480</b>                  | <b>(10,711)</b>            | <b>(2,231)</b>                  | <b>87,423</b>                   |
| Realised gains on investment assets                                      |              | -                             | 21,430                     | 21,430                          | 70,093                          |
| Unrealised gains /(losses) on investment<br>assets                       | 8            | -                             | 421,970                    | 421,970                         | (233,650)                       |
|                                                                          |              | <hr/>                         | <hr/>                      | <hr/>                           | <hr/>                           |
| <b>NET INCOME<br/>AND NET MOVEMENT IN FUNDS</b>                          |              | <b>8,480</b>                  | <b>432,689</b>             | <b>441,169</b>                  | <b>(76,134)</b>                 |
| <b>RECONCILIATION OF FUNDS</b>                                           |              |                               |                            |                                 |                                 |
| Total funds brought forward                                              |              | 4,842                         | 1,224,827                  | 1,229,669                       | 1,305,803                       |
|                                                                          |              | <hr/>                         | <hr/>                      | <hr/>                           | <hr/>                           |
| <b>TOTAL FUNDS CARRIED FORWARD</b>                                       |              | <b>£13,322</b>                | <b>£1,657,516</b>          | <b>£1,670,838</b>               | <b>£1,229,669</b>               |
|                                                                          |              | <hr/>                         | <hr/>                      | <hr/>                           | <hr/>                           |

Notes on pages 7 to 15 form part of these accounts.

**MICHAEL GUEST CHARITABLE FOUNDATION****BALANCE SHEET AS AT 31ST MARCH 2021**

|                                                         | <u>Notes</u> | <u>2021</u> | <u>2020</u> |
|---------------------------------------------------------|--------------|-------------|-------------|
| <b>FIXED ASSETS</b>                                     |              |             |             |
| Investments                                             | 8            | 1,671,055   | 1,238,079   |
| <b>CURRENT ASSETS</b>                                   |              |             |             |
| Debtors                                                 | 9            | 3,673       | 1,041       |
| Cash at bank and in hand                                | 10           | 11,656      | 1,752       |
|                                                         |              | <hr/>       | <hr/>       |
|                                                         |              | 15,329      | 2,793       |
| <b>LIABILITIES</b>                                      |              |             |             |
| Creditors: amounts falling due within one year          | 11           | 15,546      | 11,203      |
|                                                         |              | <hr/>       | <hr/>       |
| <b>NET CURRENT LIABILITIES</b>                          |              | (217)       | (8,410)     |
|                                                         |              | <hr/>       | <hr/>       |
| <b>TOTAL ASSETS LESS CURRENT LIABILITIES/NET ASSETS</b> | 12           | £1,670,838  | £1,229,669  |
|                                                         |              | <hr/> <hr/> | <hr/> <hr/> |
| <b>THE FUNDS OF THE CHARITY</b>                         |              |             |             |
| Endowment funds                                         |              |             |             |
| Expendable endowment                                    | 13           | 1,657,516   | 1,224,827   |
| Unrestricted income funds                               | 13           | 13,322      | 4,842       |
|                                                         |              | <hr/>       | <hr/>       |
|                                                         |              | £1,670,838  | £1,229,669  |
|                                                         |              | <hr/> <hr/> | <hr/> <hr/> |

The accounts were approved by the Trustees on 20<sup>th</sup> January 2022

H SHEPHERD-TRUSTEE

C MARMENT-TRUSTEE

## **MICHAEL GUEST CHARITABLE FOUNDATION**

### **NOTES TO THE ACCOUNTS – 31ST MARCH 2021**

#### **1. ACCOUNTING POLICIES**

##### **(a) Basis of preparation**

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The accounts 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 (FRS 102) 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 Foundation constitutes a public benefit entity as defined by FRS 102. The accounts are presented in sterling which is the functional currency of the charity and rounded to the nearest £. The Foundation's accounts present information about it as an individual undertaking.

The trustees consider that there are no material uncertainties about the Foundation's ability to continue as a going concern. At the end of the reporting period, the most significant areas of uncertainty that affect the carrying value of fixed asset investments held by the Foundation, as disclosed in note 8, are the level of investment return and the performance of investment markets.

The accounts 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: 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) 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.

##### **(b) Judgements and key sources of estimation uncertainty**

In applying the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying value of assets and liabilities. Although actual results may differ from estimates of this type, in the opinion of the trustees, this is unlikely to result in material adjustments to the carrying value of assets and liabilities.

##### **(c) Income recognition**

All income is recognised once the charity has entitlement to the income, there is sufficient certainty of receipt and the amount receivable can be measured reliably. Donations are recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably. Gifts of expendable endowment comprising listed investments are recognised in the accounts at market value on the date of transfer of the assets to the charity. The Foundation recognises residuary legacies at the earlier of the date of receipt or when the executors have determined that a payment can be made following the agreement of the estate accounts, or on notification by the executors that a payment will be made. Dividend income is accounted for when the charity's right to the income is established.

##### **(d) Expenditure recognition**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs, including support costs and governance costs, related to the category. Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

Expenditure on charitable activities includes grants payable, governance costs and an apportionment of support costs. Grants payable are payments made to third parties in furtherance of the charitable objects of the charity. 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.

**MICHAEL GUEST CHARITABLE FOUNDATION****NOTES TO THE ACCOUNTS – 31ST MARCH 2021****1. ACCOUNTING POLICIES (Cont)****(e) Allocation of support and governance costs**

Support costs have been differentiated between governance costs and other support costs. Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to independent examination and legal fees. The basis on which support costs have been allocated is set out in note 6.

**(f) Foreign currencies**

Transactions in foreign currencies are recorded at the rate ruling at the date of the transaction. Monetary assets and liabilities are retranslated at the rate of exchange ruling at the balance sheet date. All differences are taken to the Statement of Financial Activities.

**(g) Fixed asset investments**

Investments are initially recognised at their transaction value and subsequently measured at their market value at the balance sheet date using the closing quoted market price. The Statement of Financial Activities includes the net gains and losses arising on revaluations and disposals throughout the year.

**(h) Realised gains and losses**

All gains and losses are taken to the statement of financial activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial period. Unrealised gains and losses are calculated as the difference between the market value at the period end and their carrying value.

**(i) 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.

**(j) Fund structure**

The charity has a single expendable endowment fund created by the trust deed dated 4th October 2013. The trust deed provides for the trustees to apply the income and, at their discretion all or part of the capital, in furthering the objects of the charity. Income arising on the expendable endowment is unrestricted. Realised and unrealised gains and losses on expendable endowment fund investments form part of endowment funds. Investment management charges relating to the fund are charged against endowment funds. Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects

**2. TAXATION**

As a registered charity, the Foundation is exempt from tax on income and gains to the extent that these are applied to its charitable objects. The Foundation is not registered for Value Added Tax.

**3. GIFTS AND DONATIONS**

|                                    | <u>2021</u> | <u>2020</u> |
|------------------------------------|-------------|-------------|
| Gift of expendable endowment:      |             |             |
| Listed investments at market value | £ -         | £107,375    |
|                                    | <hr/>       | <hr/>       |

Income from gifts and donations was attributable to endowment funds.

**4. INVESTMENT INCOME**

|                                                               | <u>2021</u> | <u>2020</u> |
|---------------------------------------------------------------|-------------|-------------|
| Income from listed investments – dividends and similar income | £31,868     | £44,079     |
|                                                               | <hr/>       | <hr/>       |

In 2021 and 2020 investment income was attributable to unrestricted funds.

**MICHAEL GUEST CHARITABLE FOUNDATION****NOTES TO THE ACCOUNTS – 31ST MARCH 2021****5. COST OF GRANT MAKING**

The charity undertakes its charitable activities through grant making and awarded grants to the following institutions in furtherance of its charitable activities.

|                                                  | <b>2021</b>  | <b>2020</b>   |
|--------------------------------------------------|--------------|---------------|
| <b>Music and the arts</b>                        |              |               |
| Amicorum Choir                                   | -            | 500           |
| Britten Sinfonia                                 | -            | 500           |
| Buxton International Festival                    | -            | 500           |
| Camerata Singers                                 | 500          | 1,000         |
| Snape Maltings                                   | -            | 3,000         |
|                                                  | <hr/> £500   | <hr/> £5,500  |
| <b>Medical research, medicine and other care</b> |              |               |
| Asthma Relief                                    | 500          | 500           |
| Autism Bedfordshire                              | -            | 500           |
| Bangsang Hospital Appeal                         | 500          | 1,000         |
| Beryl Thyer Memorial Trust                       | 500          | 1,000         |
| Breast Cancer Care                               | -            | 500           |
| British Liver Trust                              | -            | 500           |
| Cancer Research UK                               | -            | 1,000         |
| Carers Trust                                     | -            | 500           |
| Charlie Waller Memorial Trust                    | 500          | 500           |
| Crazy Hats Breast Cancer Appeal                  | -            | 1,000         |
| Cransley Hospice                                 | 500          | 1,000         |
| Designability                                    | 500          | 500           |
| Diabetes UK                                      | -            | 500           |
| Epilepsy Action                                  | -            | 500           |
| Help for Heroes                                  | -            | 500           |
| Marie Curie                                      | -            | 500           |
| MERV                                             | -            | 500           |
| Motor Neurone Disease Association                | -            | 500           |
| Multiple Sclerosis Society                       | -            | 500           |
| Muscular Dystrophy Support Centre                | -            | 500           |
| NorPIP                                           | 500          | 500           |
| PSPA                                             | -            | 500           |
| Pumping Marvellous Foundation                    | -            | 500           |
| Seeing Ear                                       | -            | 500           |
| Sense                                            | -            | 500           |
| St John Ambulance                                | -            | 500           |
| Support Dogs                                     | 500          | 500           |
| The Fire Fighters Charity                        | 500          | 500           |
| The National Tremor Foundation                   | -            | 500           |
| The Urology Foundation                           | -            | 500           |
| Vine Community Trust                             | 500          | 500           |
| Wings for Warriors                               | -            | 500           |
|                                                  | <hr/> £5,000 | <hr/> £18,500 |

**MICHAEL GUEST CHARITABLE FOUNDATION****NOTES TO THE ACCOUNTS – 31ST MARCH 2021****5. COST OF GRANT MAKING (Cont)**

|                                                      | <b>2021</b>    | <b>2020</b>    |
|------------------------------------------------------|----------------|----------------|
| <b>Religion and care of places of worship</b>        |                |                |
| Cranford PCC                                         | 500            | 2,000          |
| Burton Latimer PCC                                   | 500            | 2,000          |
| Friends of St Mary's Burton Latimer                  | 500            | 500            |
| Northamptonshire Historic Churches Preservation Trus | -              | 500            |
| Churches Conservation Trust                          | -              | 500            |
| Christian Aid                                        | -              | 500            |
|                                                      | <u>£1,500</u>  | <u>£6,000</u>  |
| <b>Care of young people</b>                          |                |                |
| Activiteens                                          | 500            | 500            |
| Cardiac Risk in the Young                            | -              | 500            |
| Child Autism                                         | -              | 500            |
| Child Brain Injury Trust                             | -              | 500            |
| Equata (Equine Assisted Therapy Association)         | 500            | 500            |
| ERIC                                                 | -              | 500            |
| Handicapped Children's Action Group                  | -              | 500            |
| Happy Days Children's Charity                        | 500            | 500            |
| Home Start (Families with young children)            | 500            | 500            |
| Kids N'Action                                        | -              | 500            |
| LIVE!                                                | 500            | 500            |
| NSPCC                                                | -              | 1,000          |
| PACE                                                 | 500            | 500            |
| Puzzle Centre                                        | -              | 500            |
| The Children's Society                               | -              | 1,000          |
| The Mintridge Foundation                             | 500            | 500            |
| The Prince's Trust                                   | -              | 500            |
| The Sick Children's Trust                            | -              | 500            |
| Up 'N Away                                           | 500            | 500            |
|                                                      | <u>£4,000</u>  | <u>£10,500</u> |
| <b>Rescue and support organisations</b>              |                |                |
| Kettering Street Pastors                             | 500            | 500            |
| RNLI                                                 | -              | 500            |
| Warwickshire & Northamptonshire Air Ambulance        | 500            | 500            |
| Northamptonshire Search and Rescue                   | 500            | 500            |
|                                                      | <u>£1,500</u>  | <u>£2,000</u>  |
| <b>Animal care</b>                                   |                |                |
| Animal Cancer Trust                                  | -              | 500            |
| Animals in Need-Maxicare                             | 500            | 500            |
| The Olive Ridley Project                             | 500            | 1,000          |
|                                                      | <u>£1,000</u>  | <u>£2,000</u>  |
| Total grants                                         | 13,500         | 44,500         |
| Governance and other support costs                   | 9,888          | 9,186          |
| <b>Total cost of grant making</b>                    | <u>£23,388</u> | <u>£53,686</u> |

In 2021 and 2020 the expenditure on grant making was from unrestricted funds.

**MICHAEL GUEST CHARITABLE FOUNDATION****NOTES TO THE ACCOUNTS – 31ST MARCH 2021****6. GOVERNANCE AND OTHER SUPPORT COSTS**

Administration costs incurred are allocated on the basis of estimated usage between governance related costs and other support costs as shown in the table below:

| <u>Cost Type</u>                     | <u>Total<br/>Allocated</u> | <u>Governance<br/>Related</u> | <u>Other<br/>Support<br/>Costs</u> |
|--------------------------------------|----------------------------|-------------------------------|------------------------------------|
| Administrative costs                 | £5,484                     | £3,656                        | £1,828                             |
| Governance costs comprise:           |                            |                               |                                    |
|                                      |                            | <u>2021</u>                   | <u>2020</u>                        |
| Accountancy and taxation             |                            | 3,564                         | 1,920                              |
| Independent examiner's fee           |                            | 840                           | 720                                |
| Support costs – Administration costs |                            | 3,656                         | 4,364                              |
|                                      |                            | £8,060                        | £7,004                             |

Governance and other support costs totalling £9,888 (2020: £9,186) are all attributable to the charity's grant making activity.

**7. RELATED PARTY TRANSACTIONS**

No remuneration or expenses were paid direct to the trustees in the period. During the period, the following transactions with trustees and related parties occurred:

- (a) Investment management fees of £10,711 (2020:£ 10,445), including fees accrued at the period end of £2,850 (2020:£ 2,563), were payable to Charles Stanley & Co Limited, a company which employs Mr C Marment.
- (b) During the year, the Foundation received a gift, in the form of expendable endowment, of £Nil (2020: £107,375) from Mr M W T Guest.

**8. INVESTMENTS**

|                                      | <u>2021</u> | <u>2020</u> |
|--------------------------------------|-------------|-------------|
| Market value at 1st April 2020       | 1,238,079   | 1,304,412   |
| Gift of investments at market value  | -           | 107,375     |
| Additions at cost                    | 72,853      | 202,972     |
| Disposals at carrying value          | (61,847)    | (143,030)   |
| Unrealised investment gains/(losses) | 421,970     | (233,650)   |
| Market value at 31st March 2021      | £1,671,055  | £1,238,079  |

**MICHAEL GUEST CHARITABLE FOUNDATION****NOTES TO THE ACCOUNTS – 31ST MARCH 2021****8. INVESTMENTS (Cont)**

|                                       | <u>2021</u> | <u>2020</u> |
|---------------------------------------|-------------|-------------|
| Investments at fair value comprise:   |             |             |
| Listed investments - Equities         | 1,662,305   | 1,228,026   |
| Cash held within investment portfolio | 8,750       | 10,053      |
|                                       | <hr/>       | <hr/>       |
| Total                                 | £1,671,055  | £1,238,079  |
|                                       | <hr/> <hr/> | <hr/> <hr/> |

All investments are carried at their fair value. Investments in equities are all traded in quoted public markets, primarily the London Stock Exchange. The basis of fair value for quoted investments is equivalent to the market value, using the bid price. All investment assets are held within the UK.

The significance of financial instruments to the ongoing financial sustainability of the Foundation is considered in the financial review section of the Report of the Trustees.

The main risk to the Foundation from financial instruments lies in the combination of uncertain investment markets and volatility in yield. The Foundation is in part reliant on dividend yield to finance its work and it has significant holdings in international companies, the values of which, together with their yield are exposed to exchange rate risk when converting the holdings into sterling.

Liquidity risk is anticipated to be low. The Foundation's investments are traded in a market with good liquidity and high trading volumes. The Foundation has no material investment holdings in markets subject to exchange controls or trading restrictions.

The Foundation manages these investment risks by retaining expert advisors and operating an investment policy that provides for diversification of holdings that are quoted on a recognised stock exchange. The Foundation does not make use of derivatives and similar complex financial instruments.

In 2021 and 2020, all realised and unrealised gains and losses on investment assets were attributable to endowment funds.

**9. DEBTORS**

|                 | <u>2021</u> | <u>2020</u> |
|-----------------|-------------|-------------|
| Tax recoverable | 348         | -           |
| Other debtors   | 3,325       | 1,041       |
|                 | <hr/>       | <hr/>       |
|                 | £3,673      | £1,041      |
|                 | <hr/> <hr/> | <hr/> <hr/> |

At 31<sup>st</sup> March 2021, of the total debtors of £3,673, £Nil (2020: £Nil) was attributable to endowment funds and £3,673 (2020: £1,041) to unrestricted funds.

**MICHAEL GUEST CHARITABLE FOUNDATION****NOTES TO THE ACCOUNTS – 31ST MARCH 2021****10. CASH AT BANK AND IN HAND**

The cash at bank and in hand balances in 2021 and 2020 all relate to unrestricted funds.

**11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

|                             | <u>2021</u> | <u>2020</u> |
|-----------------------------|-------------|-------------|
| Accruals for grants payable | 1,500       | 1,500       |
| Other accruals              | 14,046      | 9,703       |
|                             | <hr/>       | <hr/>       |
|                             | £15,546     | £11,203     |
|                             | <hr/>       | <hr/>       |

At 31st March 2021, of the total creditors of £15,546 (2020:£ 11,203), £2,850 (2020: £2,563) was attributable to endowment funds and £12,696 (2020: £8,640) to unrestricted funds.

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

|                               | <u>Unrestricted<br/>Funds</u> | <u>Endowment<br/>Funds</u> | <u>Total<br/>Funds</u> |
|-------------------------------|-------------------------------|----------------------------|------------------------|
| Investments                   | -                             | 1,671,055                  | 1,671,055              |
| Current assets                | 15,329                        | -                          | 15,329                 |
| Current liabilities           | (12,696)                      | (2,850)                    | (15,546)               |
| Inter fund loan               | 10,689                        | (10,689)                   | -                      |
|                               | <hr/>                         | <hr/>                      | <hr/>                  |
| Net assets at 31st March 2021 | £13,322                       | £1,657,516                 | £1,670,838             |
|                               | <hr/>                         | <hr/>                      | <hr/>                  |

The inter fund loan represents income used to purchase endowment fund investments and to pay endowment fund investment management charges.

**MICHAEL GUEST CHARITABLE FOUNDATION****NOTES TO THE ACCOUNTS – 31ST MARCH 2021****12. ANALYSIS OF NET ASSETS BETWEEN FUNDS (Cont)****Analysis of net assets between funds – previous year**

|                               | <u>Unrestricted<br/>Funds</u> | <u>Endowment<br/>Funds</u> | <u>Total<br/>Funds</u> |
|-------------------------------|-------------------------------|----------------------------|------------------------|
| Investments                   | -                             | 1,238,079                  | 1,238,079              |
| Current assets                | 2,793                         | -                          | 2,793                  |
| Current liabilities           | (8,640)                       | (2,563)                    | (11,203)               |
| Inter fund loan               | 10,689                        | (10,689)                   | -                      |
|                               | <hr/>                         | <hr/>                      | <hr/>                  |
| Net assets at 31st March 2020 | £4,842                        | £1,224,827                 | £1,229,669             |
|                               | <hr/>                         | <hr/>                      | <hr/>                  |

**13. ANALYSIS OF CHARITABLE FUNDS**

|                           | <u>At 1st<br/>April 2020</u> | <u>Income</u> | <u>Expenditure</u> | <u>Investment<br/>gains</u> | <u>At 31st<br/>March 2021</u> |
|---------------------------|------------------------------|---------------|--------------------|-----------------------------|-------------------------------|
| Endowment funds           |                              |               |                    |                             |                               |
| Expendable endowment      | 1,224,827                    | -             | (10,711)           | 443,400                     | 1,657,516                     |
| Unrestricted income funds | 4,842                        | 31,868        | (23,388)           | -                           | 13,322                        |
|                           | <hr/>                        | <hr/>         | <hr/>              | <hr/>                       | <hr/>                         |
|                           | £1,229,669                   | £31,868       | (£34,099)          | £443,400                    | £1,670,838                    |
|                           | <hr/>                        | <hr/>         | <hr/>              | <hr/>                       | <hr/>                         |

**Analysis of charitable funds – previous year**

|                           | <u>At 1st<br/>April 2019</u> | <u>Income</u> | <u>Expenditure</u> | <u>Investment<br/>losses</u> | <u>At 31st<br/>March 2020</u> |
|---------------------------|------------------------------|---------------|--------------------|------------------------------|-------------------------------|
| Endowment funds           |                              |               |                    |                              |                               |
| Expendable endowment      | 1,291,454                    | 107,375       | (10,445)           | (163,557)                    | 1,224,827                     |
| Unrestricted income funds | 14,349                       | 44,179        | (53,686)           | -                            | 4,842                         |
|                           | <hr/>                        | <hr/>         | <hr/>              | <hr/>                        | <hr/>                         |
|                           | £1,305,803                   | £151,554      | (£64,131)          | (£163,557)                   | £1,229,669                    |
|                           | <hr/>                        | <hr/>         | <hr/>              | <hr/>                        | <hr/>                         |

The expendable endowment was established by the trust deed dated 4th October 2013. The trustees have the power, at their discretion, to spend all or part of the capital in furtherance of the objects of the charity.

**MICHAEL GUEST CHARITABLE FOUNDATION**

**NOTES TO THE ACCOUNTS – 31ST MARCH 2021**

**14. CONTINGENT ASSET**

The Foundation is the residuary legatee of the estate of the late Mr Michael Guest, who passed away in August 2020. Criteria for the recognition of the legacy have not been met and there is uncertainty as to its amount and timing, however, it is possible that a legacy exceeding £3 million may be received.