

Report and Financial Statements Year ended 31st March 2021

CIO number 1155173

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Introduction & key achievements

Berkshire Community Foundation (the Foundation) (BCF) is delighted to report on another year where we have successfully granted over £3.2 million to 224 organisations. This has been an exceptional year in which we have responded to the impact of the coronavirus crisis and the Reading terror attack.

Due to national lockdown the BCF team vacated our office and worked remotely from 17th March 2020 through to 31st March 2021. We were able to continue to deliver effective grant making right through this period with unprecedented support being targeted through BCF to alleviate the impacts of the crisis on vulnerable people and local communities. By delivering funds from The National Emergencies Trust in unison with funds raised locally, notably from businesses, we delivered grants quickly and with our requisite standards of due diligence and post grant monitoring to ensure that every £ delivered had the greatest impact.

We were also asked to deliver support to those effected directly by the Reading terror attack. We continue to work with local organisations to support subsequent needs arising from this event in the future.

Public benefit and purpose of the Foundation

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

The purpose of our Foundation is to support charities and voluntary organisations that provide benefit to communities in the Royal County of Berkshire and in special cases outside the county, in particular in the advancement of education, the protection of good health, both mental and physical, and the relief of poverty and sickness. Support is offered in many forms, including granting of funds, donor/charity introductions, creating charity networks to share experiences and improve performance and outlining the overall needs in Berkshire through the annual Vital Signs Report.

We aim to meet our charitable objectives through the delivery of our vision, mission and our strategic objectives.

Objectives and activities

Our vision

A strong generous community in Berkshire where local philanthropy is the norm; ensuring the vulnerable, disadvantaged and most in need are supported through difficult times by connecting donors with local projects.

Our mission

Berkshire's Charitable Hub – connecting people who care with causes that matter.

Our objectives

Communities in Berkshire rely on local voluntary organisations for support for a wide range of issues including child poverty, domestic violence, homelessness, physical and mental health issues and isolation and loneliness. We provide advice, distribute grants and raise the profile of local charities and community groups addressing identified need across Berkshire. We work alongside donors and philanthropists to raise funds and influence decisions, helping to make a real difference to local people's lives.

The three-year Business Plan (2021-2024) objectives are:

- **Community Impact** - to provide effective grant making and support to the voluntary sector to strengthen the community where local people live, work and play:
 - deliver effective grants across a range of programmes
 - measure and report on the impact of our grant making
 - develop strategic community involvement
- **Growing Philanthropy** - to advise and support businesses, trusts and individuals to achieve their Corporate Social Responsibility (CSR)/Environmental, Social and Corporate Governance (ESG) and philanthropic goals:
 - build endowment to create sustainable funding
 - secure immediate impact funding to meet identified needs
 - deliver outstanding service to donors to increase their engagement
- **Leadership in thought and action** - to develop our local knowledge, lead and influence people that matter on issues that affect our community:
 - produce Berkshire Vital Signs annually
 - engage with local leadership networks and maintain visibility and influence of BCF more broadly through well targeted communications
 - consult voluntary sector via targeted platforms e.g. symposium and community
 - impact events and implement any identified improvements
- **Being Fit to Succeed** - to maintain a Board and Team with the diversity and skills to facilitate impactful grant making and philanthropy growth:
 - secure the financial sustainability of the Foundation
 - organisational processes focused on strategy and operational efficiency
 - ensure the organisation contains the necessary skills, identify gaps and train/recruit accordingly

Our values

- Influential
- Approachable
- Knowledgeable
- Warm & Friendly
- Tenacious
- Articulate

What sets us apart

Our leadership position enables us to be part of key networks to reach influencers and decision makers to create change both locally and nationally.

We inspire philanthropy and connect supporters to the groups and communities they want to help to bring the greatest benefit to those most in need.

We know how difficult it can be for charities to raise funds and for donors to be sure that their giving will make a genuine and lasting difference to the community.

We have a valuable mix of skills and knowledge and a talented team of people.

Our delivery

To deliver our objectives we need to be flexible and provide an integrated service delivered in partnership with other agencies. We need to be sustainable, innovative as an organisation that delivers and promotes change, and we need to be a good employer, committed to using and developing both paid staff and volunteers, including the Trustees.

Having a strong understanding of the needs of our communities helps us to decide how we should use our resources. Our research, through Vital Signs (which identifies need across the county), helps to shape our work and, in turn, the outcomes for those we are supporting.

We connect donors with local projects to develop thriving communities, through support, leadership and inspiration.

Our impact

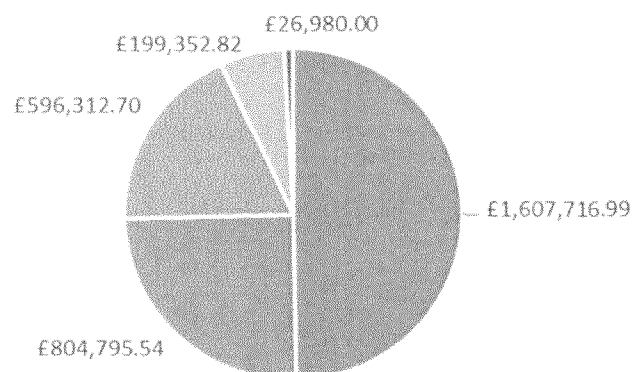
Impact of and response to the coronavirus pandemic

In view of the Covid-19 pandemic, BCF moved to home working from 17th March 2020, and has continued on this basis for the whole of the 2020/21 financial year. A Vital for Berkshire – Coronavirus Campaign and Fund was launched on 23rd March 2020 and agreements were signed with the National Emergency Trust (NET) and DCMS which resulted in an increase of £1,245,008 in funding. The beginning of 2020/21 saw weekly grants rounds which moved to monthly from August 2020.

Impactful grant making

A record year of grant making where £3,235,158 (2020: £911,637) was awarded. The number of groups supported during this financial year, was 224 (118), and the number of individuals supported was 6 (0).

Amount awarded by key issue (2020/21)



- Advance people's physical and mental health, well being and safety
- Promote reduction of isolation and disadvantage and access to local services
- Improve life skills, education, employability and enterprise
- Maximise ability to strengthen community cohesion & build social capacity
- Connect people with the arts, culture & heritage

BCF provided support for the nominations and assessments for the Queen's Award for Voluntary Service. In addition, by working with groups we were able to identify dedicated volunteers to nominate for recognition at various awards/events.

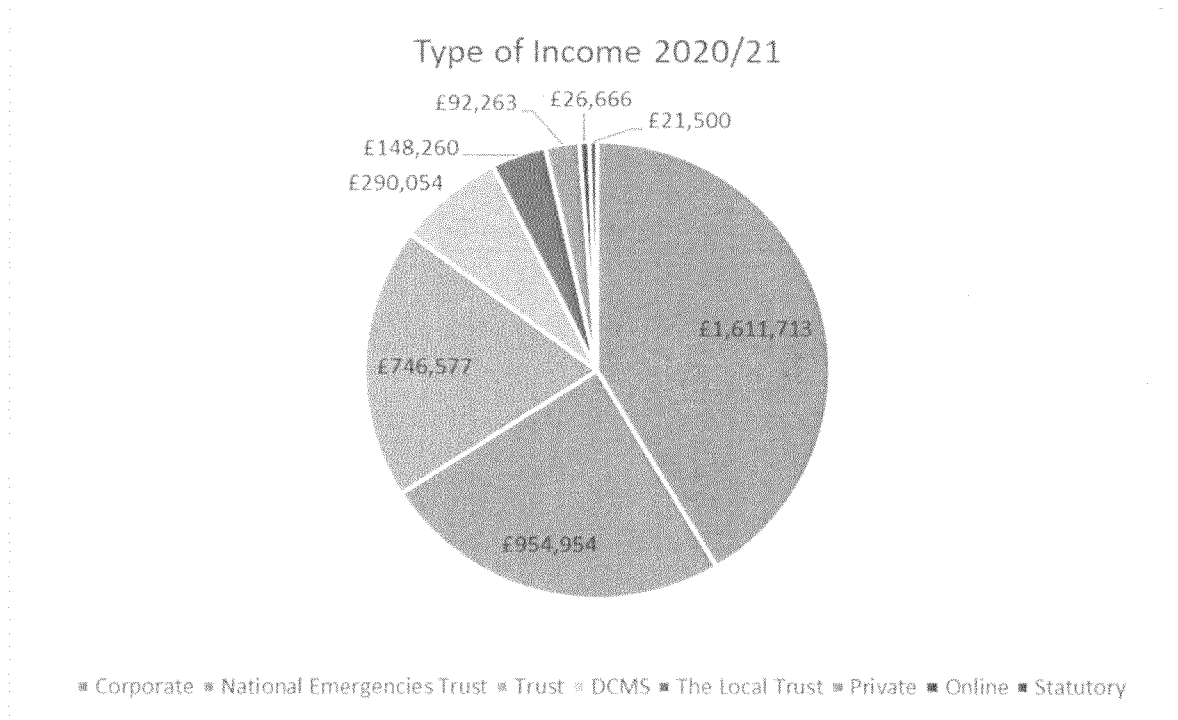
BCF worked with the Big Lottery and acted in the capacity of a Trusted Organisation to support the community of South Reading in their Whitley Big Local initiatives and projects.

BCF held its Annual Charity Symposium online event with 62 groups attending plenary and break-out sessions. The feedback from attendees was overwhelmingly positive, giving so many community and voluntary groups the opportunity to share experience and learn from each other.

BCF also supported the High Sheriff of Berkshire's online Community Focus event.

Growing philanthropy

Our Vital for Berkshire – Coronavirus Campaign generated tremendous support from the National Emergencies Trust and from a number of local businesses.



Our ability to deliver effective, efficient and timely philanthropy services for our donors proved invaluable in the overall response to the coronavirus crisis. This was particularly effective in our partnerships with local businesses with our work with Reckitt, SEGRO, MARS and Ascot Racecourse delivering significant immediate impact resources to those most affected by the crisis. We also maintained corporate partnerships with Redwood Technologies, Boehringer Ingelheim, Bayer, Hall Hunter, Honda, Huntswood, Beaufort Financial, Procter & Gamble, Lexicon and developed new ones with AbbVie, SAS International, UCB, SGN, Thames Water, Hammerson (Oracle Centre, Reading) and Sanofi.

The Business Philanthropy Club (BPC) was unable to hold any events but the members were kept informed of activity and a free year of membership was offered to any members who were unable to continue their support due to the financial impact of the crisis.

Volunteering, which is offered as part of the Business Philanthropy Club (BPC) membership, continued where virtual opportunities could be undertaken remotely by volunteers e.g. volunteers from Reckitt supporting clients of Berkshire Vision via telephone.

During the year there were significant donations of £287,289 to the Endowment Funds. The increase in the value of Endowment Funds from £9,535,212 to £11,619,391 was due to the markets improving significantly from the March 2020 position resulting in unrealised gains of £1,849,890.

A Christmas Appeal was launched to support nine specific charities working to help people during the festive period. Reckitt matched funds donated by their staff. The total raised was nearly £20,000 and £15,600 was granted to the nine groups.

We worked with a number of other Charitable Trusts throughout the year both directing funds through us and in generating support directly to identified projects. Notably The Pargiter Trust, The CAVE Foundation, the David Brownlow Charitable Foundation, The Elizabeth Jane Foundation, The King Cullimore Trust, The GJ Ward Charitable Trust, The Syder Foundation and The Wates Foundation.

The Coronavirus Crisis caused the postponement of the Women's Day lunch at Monkey Island in support of the Together for Women Fund and a philanthropy dinner at Windsor Castle. We hope to be able to hold these in the 2021/22 financial year.

Leadership in thought and action

Our quick response and ability to access and distribute funds to meet the emergency needs of communities during the pandemic enabled a very significant number of community groups to continue to operate and serve their beneficiaries. Leading the way in generating support from local businesses we were able to help those who wanted to help quickly and efficiently. The Vital for Berkshire - Coronavirus Campaign and Fund was promoted through local media and on social media to raise awareness of the major issues.

Despite being unable to host events BCF held our 11th Annual Charity Symposium online under the new Chairmanship of Graham Barker DL which was attended by 67 representatives from community groups across the county. The day covered a range of issues including a legal update and the sharing of ideas in the face of the Covid challenge.

During 2020-21 our Community Impact function continued to provide support to the voluntary sector over and above that required to submit applications for funding. This included our 11th Annual Charity Symposium, Community Hub knowledge sharing events, our Volunteer placement service and ad-hoc support over mail, phone and on-line.

BCF continued to provide support to the High Sheriff during her Shrieval Year. Although the Mock Trial Competition in March 2020 had to be suspended and the one in March 2021 did not go ahead, BCF has provided information, assistance and support, notably with the High Sheriff's on-line community focus event.

We used a Digital Marketing Agency throughout 2020 to manage our social media output and saw a significant growth in the number of followers, particularly on Facebook and Instagram. Our new Marketing & Communications Manager is implementing a broader strategy to build on this success in 2021 to promote the needs of communities in Berkshire and BCF's ability to deliver the philanthropic aims of donors to meet those needs.

Environmental statement

In furtherance of our objective of achieving a strong and generous community in Berkshire, BCF is also aware of its environmental responsibilities. As an organisation we seek to achieve environmental good practice in all that we do ensuring that we are efficient, minimise waste and consider our own impact on the environment. We will also work with our partners, where possible, to achieve this aim. In 2020/21 we have significantly reduced business travel and printing and increased use of on-line tools and will continue to manage our impact in this way and implement practices that minimise our environmental impact.

Equality, diversity and inclusion

Everyone at BCF has a responsibility for the success in achieving equality, diversity and inclusion. BCF are committed to a respectful and supportive workplace that attracts and retains talented people broadly representative of the community we serve. We want an organisation which leverages our own diversity to meet the diverse needs of our beneficiaries. We seek to make BCF an innovative organisation and leaders in the Charity sector in Berkshire. We have reviewed our Equality, Diversity & Inclusion policy and will be undertaking relevant training developed by UK Community Foundations in 2021/22. We monitor our grant giving to assess how we are supporting all the communities we serve. An assessment of our delivery of National Emergency Trust funding in 2020/21 indicated a 28% support for BAME communities in Berkshire.

Governance and operations

We continued developing on-line giving on the Foundation's website where donations can be made to support a number of initiatives including BCF's work, BCF Campaigns and Give a Child a Chance.

A number of initiatives were implemented to improve BCF's operational efficiency, including work on the UKCF accreditation process which is due for renewal in 2021.

Governance continues to be reviewed on an annual basis. Having had a virtual away day in January 2021 another strategy away-day for trustees, staff and volunteers is planned for February 2022.

Legal and administrative details

Grant making policy

The Foundation has established its grant-making policy to achieve its objects for the public benefit, as stated on page 3. The grant-making policy is reviewed annually to ensure that it reflects the Foundation's objects and advances public benefit. Unrestricted funds are directed towards the needs identified by Berkshire's annual Vital Signs report, a community 'health check' that explores the quality of life in local communities and identifies our County's priorities, needs and opportunities for action.

The latest figures published by the ONS (2018) show the population of Berkshire to be just over 890,000 people, the number of households as 360,000, and the working age population (16-64) as 570,000. It is one of the most affluent counties in the country with high levels of employment and productivity. However, there are still many people who are vulnerable and at a disadvantage due to age related dependency (old and young), disability, poor health and restricted income. While Berkshire is less deprived overall, there are a high proportion of neighbourhoods experiencing serious deprivation in terms of access to housing and services, both in rural West Berkshire and the more urban east of the County.

The Foundation's grants programmes fund charities and voluntary groups that use the grants in their work to improve communities and the lives of those affected by these problems and related issues, as well as young individuals who are disadvantaged by poverty or sickness.

The Foundation invites applications for grants from charities and voluntary groups by means of publicity through its website, social media and charitable support organisations, and through its programmes staff who seek and assess suitable groups. Groups submit a summary of their proposals in a specific application format. Appropriate applications are reviewed against specific criteria for different funds. Having received a grant, the grant recipient subsequently provides feedback to enable the difference the grant has made to be monitored. Details of how to apply for grants are available on the Foundation's website.

BCF's policy is to continue to increase its own grant-making year-on-year, however this is balanced by the impact to the groups. The focus is on high quality granting and not awarding grants just to achieve a target.

Grants are made in partnership with other trusts or companies whilst the Foundation continues to seek to build its own grant-making capacity in its Capital Fund. New funds secured in 2020-21 included those from Reckitt, SEGRO, Mars, and Ascot Racecourse.

Volunteers

Volunteers are crucial to the Foundation, particularly in regard to its committees and BCF is proud of the commitment and contribution of its volunteers in ensuring that its grants focus on meeting local need. In addition, volunteers have also been involved in fund development, research, grant-making, marketing, IT and administration.

Independent quality accreditation

The Foundation is an accredited member of UK Community Foundations (UKCF), although that organisation has no power to direct the policies adopted by the Trustees. BCF is supportive of UKCF.

The Foundation's procedures remain accredited by UKCF's Quality Accreditation scheme. As a result of the Quality Assurance 4 (QA4) completed in April 2018 the Foundation received three exemplar core standards of the eleven in total. QA5 is being undertaken in 2021.

Fundraising

The Community Foundation is registered with the Fundraising Regulator which is the independent regulator of charitable fundraising, and with the Information Commission. The Foundation will continue to meet the requirements of the Charity Commission, Fundraising Regulator and Information Commissioners Office. Income generation activity is carried out by Foundation staff directly or through introductions made by trustees, ambassadors, professional advisors and as part of our membership of UK Community Foundations. We connect to potential donors and partners through networking and by raising our profile through well-structured communications.

An amount of fundraising was undertaken for the Foundation by third parties, for example with our High Sheriff funds, or funds where donors wished to raise money from friends or family in memory of a loved one, or to support a particular cause e.g. #Reading Together donations in support of the Reading Terror attack in July 2020. We have developed guidelines for those undertaking such activities to ensure we, and they, are compliant.

There were no breaches of GDPR reported during the year. Staff undertake quarterly review of data held to ensure compliance.

Financial review

Mainstream income from grants, donations and earnings from investments were aggregate £4,251,161 (£1,519,145). The increase in mainstream income is primarily due to the emergency funding received from NET and DCMS totalling £1,245,008 and from Corporates – notably Reckitt – totalling £1,611,713.

After total expenditure (comprising grants made and operating costs) of £3,646,502 (£1,312,249) the Foundation's net assets, before investment losses/gains, increased over the year by £604,659 (£206,896). Conditions in global investment markets significantly improving after the coronavirus crisis resulted in a year-end unrealised gain of £1,849,890 (2020 unrealised loss £335,734).

Essential resources

This fund covers all the Foundation's day-to-day income and operating costs. Significant work has been done on managing our essential resource costs. The donations for essential resources increased from £207,802 in 2020 to £344,278. This was as a direct result of the increase in Immediate Impact Funding generated through the Vital for Berkshire – Coronavirus Campaign in addition to donations received to directly support the work of BCF. Our expenditure increased by £10,732 from £400,612 to £411,344. Of the £168,057 transfer in funds to fund our operating costs, £167,130 was from the agreed 1.5% on management of the Endowment, and £927 was from agreed transfers from existing restricted funds where donors had agreed to fund events or specific expenditure. The Foundation is very grateful for the continued support of existing fund holders and sponsors contributing to the growth of the Foundation, the Charities Symposium and production of collateral. This year sponsors were Panasonic for production of the Vital Signs and Impact Report.

Restricted funds for granting

The Restricted Fund includes funds for grant-making generated from BCF's own resources, together with Funds donated by a number of supporters. We continued to meet The stated aim of the Foundation of delivering effective grants across a range of programmes that respond to identified needs, whilst ensuring that our operational costs can be met.

The funding of BCF grants is derived from donations and investment income from Endowments after contribution to essential resources together with other immediate impact funds received. BCF grants totalled £3,235,158 in the year from the Funds held (Note 19).

Endowment – capital endowment funds

The Permanent Funds (which include The Slough Social Fund and The Community First Fund) and Expendable Endowment Funds constitute the capital of the Foundation. The resources of the Permanent Endowment arise from grants and donations from private individuals, corporates and other charitable trusts and are held as permanent capital. The Expendable Endowment Fund is funded from similar sources.

At the end of the year, after accounting for a net gain of £1,849,890 (2020 net loss £335,734) in the market value of its investments and following additional donations of £287,289 (2020 - £246,989) the Foundation's Capital Endowment Funds stood at £11,619,391 – an increase of £2,084,179 from the 2020 year-end.

Investment policy and performance

The Finance and Investment Committee (F&I) makes recommendations to the Trustee Board as to the Foundation's financial and investment strategy, and in addition is charged with monitoring and regularly reporting to the Board on the performance of the Foundation's investments.

The majority of the Foundation's assets comprise investments listed on recognised Stock Exchanges and are professionally managed. The F&I committee annually review the Foundation's Investment Policy and any recommendations subsequently require the approval of the Trustee Board. The Foundation's current fundamental investment policy addresses the key objective to "seek to achieve year-on-year an annual return of at least 4%, net of fees and averaged over three years, whilst preserving the Foundation's capital in real terms". This was achieved in the financial year ended 31st March 2021.

The Foundation pursues a policy of mitigating investment risk attached to its funds by ensuring a mixed diversified portfolio of cash, fixed interest securities and equity and property investments.

The majority of the Foundations investments are managed by CCLA and invested in COIF funds in a mixture of cash, equities and fixed income holdings - at 31st March 2021 the value was £11.6m. Property assets (£0.51m) which represent 4.4% of the Foundation's investment portfolio, are managed by Mayfair Capital.

Impact of and response to the Coronavirus pandemic

Since the 31st March 2020 year end the coronavirus pandemic has impacted on the operations and finances of Berkshire Community Foundation

- Since 17th March 2020 all staff have been working from home successfully.
- Over £3M of income has been raised during 2020/21.
- As a result of the significant increase in income over £3M has been given in grants in 2020/21.
- Investment income for granting received in 2020/21 has been carried forward into 2021/22.
- The values of our investments have increased in 2020/21 by £1,849,890.
- CCLA (which represents 95% of the portfolio) are confident that the level of investment income will not be affected.

Going concern review

The Trustees have considered a detailed assessment of BCF's financial forecasts to March 2022. This assessment has not identified any material uncertainties that cast doubt on BCF's going concern status. In particular, endowment funds provide a long-term source of grant making funds and decision about future grant making can, if needed, be adjusted to reflect medium and long term investment returns.

The trustees consider that there are no material uncertainties about BCF's ability to continue as a going concern.

Reserves policy

The Statement of Financial Activities shows the movement in the year of the Community Foundation's Unrestricted and Restricted Funds. The year end balances on the Restricted Funds are available in their entirety for future Grant Making and agreed charitable expenditure.

The Trustees have reviewed the reliability of future funding sources, and the cost base of Berkshire Community Foundation in order to establish a reserves policy which allows sufficient funding to manage the organisation in an orderly manner through any short to medium term operating difficulties. Subject to annual review and effective interim monitoring of financial performance the Trustees consider maintaining free unrestricted reserves at a level equivalent to 2-3 months of operating costs. There was an unprecedented increase in donations during the financial year as a consequence of the pandemic which resulted in the level of unrestricted reserves at 31st March 2021 being £182,732- equivalent to 5.6 months of operating costs.

The Trustees anticipate that financial performance may be adversely affected by future economic uncertainty in the aftermath of the pandemic and expect unrestricted reserves to return to policy levels in the three-year forecast.

Structure, governance, and management

Berkshire Community Foundation was established as a charity under a Trust Deed dated 11 November 1985, as amended by subsequent deeds of variation, and is constituted with the Trustees incorporated as a charitable body. On 1 April 2014 it transferred its entire undertaking into a charitable incorporated organisation (CIO) of the same name. The CIO has a Charity Registration number 1155173.

The financial statements have been prepared in accordance with the accounting policies set out in Note 2 to the accounts and comply with the Foundation's Trust Deed, the Charities Act 2011 and the provisions of the 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 on 16 July 2014.

Trustees can be elected at any Trustee Board meeting that takes place each year and are drawn from the Foundation's supporters across the County. No outside body or person has the right to appoint a Trustee. In accordance with the Foundation's Trust Deed, the Board can comprise a maximum of 20 Trustees and the minimum has been reduced from 10 to 5. The current number is 12. The Trustee Board is supported by a number of sub-committees.

Initially, Trustees are elected for a three-year term which can be renewed for a further three-year period. The Chairman, Treasurer, and Chairs of Finance & Investment and Philanthropy Committees can serve beyond the normal six years' limit to enable them to complete a maximum of five years in office, subject to annual re-election of office.

As necessary, Trustees are provided with training in accordance with their individual requirements. Induction is provided through a briefing at the principal office of the charity and discussions with the staff and the officers of the Foundation.

The Trustee board normally meets three times a year in addition to the AGM and makes all significant decisions.

Governance is covered in the main Board meetings as all Trustees are responsible for Governance.

A Finance and Investment committee normally meets four times a year and is responsible for developing the Foundation's financial policies and procedures, reviewing the financial affairs of the Foundation using budgeting and forecasting, making recommendations on matters including the annual budget to the Trustee Board and reviewing the risk register. The committee also monitors the investment performance on a quarterly basis and uses benchmarking to assess performance including the ARC index (Asset Risk Consultant).

A Philanthropy committee normally meets four times a year and is responsible for supervising the agreed annual philanthropy and development budget, recommending philanthropy development strategies to the Board, for fund development, fundraising and the marketing of the Foundation.

A Grants Committee normally meets four times a year and is responsible for implementing the grant-making policies and procedures as agreed by the Board, and is responsible for the effective allocation of the Foundation's grants.

Other working groups are occasionally formed to address specific issues e.g. Governance Working Group to assist in specific areas such as Quality Accreditation.

Governance review

A whole organisation Governance Review was undertaken in 2018 and the Board continues to follow and build upon its recommendations and through the Policies and Procedures being reviewed in accordance with the agreed plan. In addition, a separate governance model was established for crisis management in response to the launch of the National Emergencies Trust which picked up on lessons learned from the Grenfell disaster and major flooding in Cumbria etc. This was activated by BCF in March 2020 and has been tested to the full during the current coronavirus crisis linking closely with the National Emergencies Trust and supporting the distribution of substantial funds to many small charities and community groups across the County.

Management Restructure

In 2020/21 Jon Yates was promoted to Joint CEO alongside Gerry Lejeune. The Joint CEOs will work together to meet the challenges ahead of maintaining and strengthening our current relationships, developing new ones and delivering on the Foundation's objectives of Community Impact, Growing Philanthropy and being a Leader in Thought & Action.

Plans for Future Periods

The Strategic Plan has been reviewed in January 2021 in light of our experiences during the pandemic. The overall vision and aims of the organisation remain the same although we have amended certain specific objectives. We continue to review income expectations on a regular basis so that grants activity and contributions to our essential resources are monitored and adjusted accordingly. 2020/21 was an exceptional year in many respects that will have a lasting impact on our communities and our plans for the coming year and beyond reflect this and are realistic.

Chairman

Chris Dodson OBE DL (retired March 2021)

Trustees

Debra Allcock Tyler

Geoffrey Ash, Treasurer

Alexander Barfield

Darren Browne

Julie Elliott (elected October 2020)

Margaret Haines MVO

Camilla Horwood

Stephen Howard (elected Chairman March 2021)

Jane Potter (elected October 2020)

Sue Roberts

Sean Taylor DL

Jane Wates OBE (deceased August 2020)

Kathryn Wiley (retired July 2020)

Chairs of Sub-Committees

Finance and Investment, Stephen Howard

Grants Committee, Margaret Haines MVO

Philanthropy Committee, Alexander Barfield

Chief Executives

Geraldine Lejeune OBE DL

Jon Yates

Principal Office

100 Longwater Avenue, Reading, Berkshire, RG2 6GP

Charity Number:

1155173

Auditors

Fiander Tovell Limited, Stag Gates House, 63/64 The Avenue, Southampton SO17 1XS

Bankers

Handelsbanken, Forbury Road, Apex Plaza, Reading, Berkshire RG1 1AX
HSBC UK, Hamilton CCC, Hamilton Int'l Technology Park, High Blantyre. G72 0FD

Solicitors

Blandy & Blandy, One Friar Street, Reading, Berkshire RG1 1DA

Investment Managers

CCLA Investment Management Ltd, Senator House, 85 Queen Victoria Street, London, EC4V 4ET
Mayfair Capital Investment Management Ltd, 2 Cavendish Square, London, W1G 0PU

Key management personnel remuneration

The Trustees consider the Trustee Board and the Chief Executives as comprising the key management personnel of the charity. All Trustees give of their time freely and no Trustee remuneration was paid in the year. Details of Trustees' other interests are set out in note 20.

The day-to-day management of the Foundation's operations is delegated to the Chief Executives, working under the supervision of the Chair. The pay of the Chief Executives is reviewed annually to be commensurate with grant making charities of a similar size.

Risk management

The Trustees confirm that they have assessed the risks that apply to the operation of the Foundation and these risks are reviewed at staff team meetings, at the Finance and Investment Committee and the Board meetings. Systems have been put in place to mitigate the identified risks.

Other

Neither the Foundation nor its Trustees act as a Custodian trustee on behalf of others.

Auditors

A resolution for the re-appointment of Fiander Tovell Limited as auditors of the Foundation will be proposed by the Trustees at the forthcoming Annual General Meeting.

Each of the Trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditors are unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditors are aware of such information.

Tax status

The charity is entitled to those exemptions from UK taxation which are available in law to charities.

Administration

The administration and secretarial duties of the charity are undertaken at the principal office to which all enquiries should be made. Details of the Foundation's principal office and its professional advisers are set out on pages 13-14.

Statement of trustees' responsibilities

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).

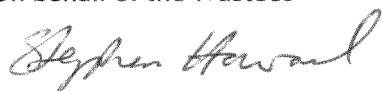
The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing 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;
- 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 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 Charities (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.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website in accordance with legislation in the United Kingdom governing the preparation and dissemination of financial statements.

On behalf of the Trustees



Stephen Howard

Chairman

Date 8 July 2021

Berkshire Community Foundation

100 Longwater Avenue, Reading, Berkshire, RG2 6GP

Opinion

We have audited the financial statements of Berkshire Community Foundation for the year ended 31 March 2021 which comprise the Statement of Financial Activities, Balance Sheet, Statement of Cash Flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2021, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the trustees annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- the charity has not kept adequate accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.
-

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page 15, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below.

Extent to which the audit was capable of detecting irregularities, including fraud

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- The engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations.
- We identified the laws and regulations applicable to the charity through discussions with trustees and other management, and from our commercial knowledge and experience.
- We focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the company, including the SORP, Charities Act 2011, data protection, employment, environmental and health and safety legislation.

We assessed the susceptibility of the charity's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

Making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud.

Considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we:

Performed analytical procedures to identify any unusual or unexpected relationships.

Tested journal entries to identify unusual transactions.

Investigated the rationale behind significant or unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

Agreeing financial statement disclosures to underlying supporting documentation.

Reading the minutes of meetings of those charged with governance.

Enquiring of management as to actual and potential litigation and claims.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/Our-Work/Audit/Audit-and-assurance/Standards-and-guidance/Standards-and-guidance-for-auditors/Auditors-responsibilities-for-audit/Description-of-auditors-responsibilities-for-audit.aspx>. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's

report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

A handwritten signature in black ink, appearing to read 'Paul Meacher', with a long horizontal line extending from the end of the signature.

**Paul Meacher FCA Senior Statutory Auditor
For and on behalf of Fiander Tovell Limited**

Chartered Accountants

Fiander Tovell Limited
Stag Gates House
63/64 The Avenue
Southampton
SO17 1XS

Financial Statements

Statement of Financial Activities – for the year ended 31st March 2021 (SOFA incorporating the Income and Expenditure account)

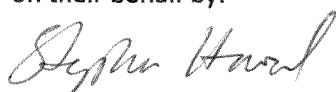
		<i>Unrestricted Funds Operating Fund</i>	<i>Restricted Funds Grants</i>	<i>Endowment Funds Capital Funds</i>	<i>Total Funds Total 2021</i>	<i>Total Funds Total 2020</i>
		£	£	£	£	£
Income and Endowments from:						
Donations	Note 5	344,278	3,260,420	287,289	3,891,987	1,168,378
Grants					-	-
Investments	Note 6		1,981	357,193	359,174	350,767
Total Income		344,278	3,262,401	644,482	4,251,161	1,519,145
Expenditure on:						
Raising Funds	Note 8					
Voluntary Income		(269,131)			(269,131)	(259,134)
Investment Management Costs					-	-
Charitable Activities						
Grants made	Note 19		(3,235,158)		(3,235,158)	(911,637)
Grant administration and support		(142,213)			(142,213)	(141,478)
Total Expenditure		(411,344)	(3,235,158)	-	(3,646,502)	(1,312,249)
Net expenditure before losses/gains on Investments		(67,066)	27,243	644,482	604,659	206,896
(Losses)/Gains on Investments				1,849,890	1,849,890	(335,734)
Net (expenditure)/income		(67,066)	27,243	2,494,372	2,454,549	(128,838)
Transfers between Funds	Note 9	168,057	242,136	(410,193)	-	-
Net movement in Funds		100,991	269,379	2,084,179	2,454,549	(128,838)
Fund balances brought forward 1st April 2020		81,741	413,533	9,535,212	10,030,486	10,159,324
Fund balances carried forward at 31st March 2021		182,732	682,912	11,619,391	12,485,035	10,030,486

Balance Sheet as at 31st March 2021

	Note	2021	2021	2020	2020
Fixed Assets					
Tangible Assets	10	3,505		-	
Investments	11	<u>11,600,908</u>		<u>9,536,854</u>	
			11,604,413		9,536,854
Current Assets					
Debtors & prepayments	12	108,765		99,580	
Cash at bank & in hand		<u>840,206</u>		<u>606,937</u>	
		948,971		706,517	
Creditors					
Amounts falling due within one year	13	(68,349)		(212,885)	
		(68,349)		(212,885)	
Net current assets			880,622		493,632
NET ASSETS			<u>12,485,035</u>		<u>10,030,486</u>
The Funds of the charity					
Endowment Funds:					
Permanent Endowment	14		7,475,897		6,249,869
Expendable Endowment	14		<u>4,143,494</u>		<u>3,285,343</u>
			11,619,391		9,535,212
Restricted Income Funds	15		682,912		413,533
Unrestricted Income Fund	15		182,732		81,741
TOTAL CHARITY FUNDS			<u>12,485,035</u>		<u>10,030,486</u>

The notes on pages 22 to 36 form part of these Financial Statements.

These Financial Statements were approved by the Board of Trustees on 8 July 2021 and signed on their behalf by:



Stephen Howard



Geoffrey Ash

)
)
) Trustees
)
)

Statement of Cash flows

For the year ended 31st March 2021

Statement of cash flows

For the year ended 31st March 2021

	2021 £	2020 £	
Net cash used in operating activities (see below)	(121,630)	(307,403)	-£ 121,630
Cash flows from investing activities			
Interest and dividends received	359,174	350,767	£ 359,174
Purchase of Fixed assets	(4,275)		-£ 4,275
New monies invested	(214,164)	(294,814)	-£ 214,164
Redemption of investment	-	2,145	
Fees to investment managers			
Net cash provided from investing activities	140,735	58,098	140,735
Cash flows from financing activities			
New Endowments invested	214,164	294,814	£ 214,164
Change in cash and cash equivalents	233,269	45,509	233,269
Cash and cash equivalents brought forward	606,937	561,428	£ 606,937
Cash and cash equivalents carried forward	840,206	606,937	840,206
Net cash used in operating activities			
Net income/(expenditure) for the reporting period	2,454,549	(128,838)	
Depreciation	770	-	
Unrealised investment losses/(gains)	(1,849,890)	335,734	
Less endowment included in financing activities	(214,164)	(294,814)	
Investment income included in investing activities	(359,174)	(350,767)	
Add fees to investment managers included in investing activities			
Decrease/(increase) in debtors	(9,185)	(1,221)	
Increase/(decrease) in creditors	(144,536)	132,503	
	(121,630)	(307,403)	

1. Status of charity

The Foundation was constituted under a Charitable Trust Deed dated 11 November 1985, as amended by subsequent deeds of variation, and was registered with the Charity Commissioners number 294220. On 1 April 2014 the net assets of the unincorporated charity were transferred to a charitable incorporated organisation (CIO) of the same name. This transfer was shown on the Statement of Financial Activities as a transfer of Fund Balances. The CIO has a new Charity Registration number 1155173.

2. Accounting policies

The following accounting policies have been applied consistently in dealing with items which are considered material in relation to the Foundation's financial statements.

Basis of accounting

The financial statements have been prepared for the Foundation as a going concern on the accruals basis, under the historical cost convention with the exception of investments which are included at market value. The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP), 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) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

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 Foundation meets the definition of a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about Charity's ability to continue as a going concern.

Fund accounting

The charity's resources have been allocated to separate funds for future application in accordance with the intentions of the donors. The resources of each of the Funds identified below are accounted for separately. Resources, within a fund, which are subject to specific restrictions, are identified and the restrictions complied with.

Operating Fund (Unrestricted)

The purpose of the Operating Fund is to cover the general day to day operating costs and activities of the Foundation. The incoming resources arose from donations and grants from private individuals, corporates, and other charitable trusts, given for general charitable purposes, including certain grants towards the operating costs of the Foundation. Transfers were made from the Endowment and Grants Funds to the Operating Fund to support operating costs, as agreed by the donors or Trustees. In addition to its core activities the Operating Fund has supported the General Grants Fund by funding their administrative support costs.

Grants Fund (Restricted)

The purpose of the General Grants Fund is to carry out the grant making objectives specified in the Foundation's Trust Deed. The incoming resources arose from donations from private individuals, corporates, and other charitable trusts, given specifically for grant making and the associated administrative support costs. The investment income earned by the Endowment funds has been transferred to the General Grants Fund, and the fund has also received support from the Operating Fund through funding of its administrative support costs. That proportion of donations which are intended to cover grant administration costs have been transferred to the Operating Fund to offset the support provided.

Permanent endowment

The purpose of this Fund is to provide the permanent capital of the Foundation, which may not be applied to grant making, or to the operational costs. The resources of this fund arose from grants and donations from private individuals, corporates, and other charitable trusts, given specifically to be held permanently as capital. The income generated by the capital investments is currently transferred to the General Grants Fund and used by the Trustees to fund general grants.

Expendable endowment

The purpose of this fund is to provide the Foundation with resources which can be expended at the discretion of the Trustees. The resources arose from donations from private individuals, corporates, and other charitable trusts, given for this purpose and are held as fixed asset investments and cash deposits. The income generated by the investments and deposits is also expended at the discretion of the Trustees and has been transferred to the General Grants Fund to support grant making. In addition, resources have been transferred to the Operating Fund to support operating costs, some fund raising costs and fund development special project costs.

Incoming resources

Income from grants represents the amounts receivable in accordance with the arrangements specified by the grant making body. Income from donations represents the amounts received, together with the associated tax refunds where applicable, together with donations in kind at their estimated value to the Foundation. Future pledges of donations are not recognised in the Financial Statements due to the inherent risk regarding uncertainty of receipt.

Investment income of the Endowment Funds represents income received as a result of investments in listed securities, together with the associated tax refunds. This income is used at the discretion of the Trustees.

Resources expended

Resources expended are accounted for on an accruals basis such that liabilities are recognised as expended resources as soon as there is a legal or constructive obligation on the part of the Foundation.

All direct charitable expenditure relates to grants made and the associated costs of administration and support. Grants are accounted for when the decision has been formally communicated to the beneficiaries and any attaching conditions have been met.

The support costs incurred by the Foundation to enable the accomplishment of its principal activities are directly attributable wherever possible to the relevant fund and activity. Certain common costs are allocated between the funds and activities in accordance with the amount of time or other resource attributed to those activities. Governance costs are those expenses which relate to the

general management, compliance activities, and strategic development of the Foundation and which are not attributable to the generation of funds or the execution of its charitable activities.

Irrecoverable VAT is accounted for as part of the associated expense.

Pension costs represent the payments made in respect of personal pension and stakeholder pension policies.

Fixed assets and depreciation

Fixed assets costing more than £500 are capitalised at cost. Depreciation is provided by the charity to write off the cost or valuation less the estimated residual value of fixed assets by equal instalments over their estimated useful economic lives as follows:

Office and computer equipment- 3 years

The Foundation has no inalienable or historic assets. There are no assets held under finance leases. There is no indication that the value of any of the assets of the Foundation is such that impairment has occurred.

Investment Assets

Investment assets are held by the Endowment Funds in order to provide an investment return for the Foundation. All of the investment assets are listed on the London Stock Exchange and are shown on the balance sheet at their open market value. Profits and losses resulting from the movement in market value are reflected in the statement of financial activities.

Pension costs

For the contributions made to employees' personal pension scheme, the amount charged to the Statement of Financial Activities in respect of pension costs and other post-retirement benefits is the total of contributions payable in the year. Differences between contributions payable in the year and contributions actually paid are shown as either accruals or prepayments in the balance sheet.

Debtors

Debtors are recognised at the settlement amount. Prepayments are valued at the amount prepaid net of any discounts.

Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Creditors and provisions

Creditors and provisions are recognised where the Charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any discounts due.

3. Prior Period adjustment

There has been an anomaly in the way donations to Local Giving and the consequent granting were being reported in the accounts. This has now been corrected. For 2019/20 accounts this represented £120,994 of income and £120,994 of granting.

4. Trustees' remuneration

The Trustees did not receive any remuneration from the Foundation. There were no expenses paid to Trustees.

5. Income from donations and charitable activities

	2021	2020
	£	£
Membership	45,889	66,517
Incoming resources for administration (donations & funding)	322,448	177,322
Grants and donations for redistribution	3,242,958	689,237
Endowment funds received	278,557	234,814
Interest	2,135	488
	<u>3,891,987</u>	<u>1,168,378</u>

5.1 Donations in kind

During the year the following types of donations in kind, at their estimated value to the Foundation were made to the charity. These are included in the Statement of Financial Activities.

	2021	2020
	£	£
Legal services	-	1,800
Stationery & office	-	1,948
Office space and service	630	250
Meeting space	-	2,375
Marketing	-	2,000
Events	-	-
Training	-	1,272
	<u>630</u>	<u>9,645</u>

6. Investment Income

	2021	2020
	£	£
Dividends and Interest from Endowment fund assets	357,193	347,936
Interest receivable on cash deposits	1,981	2,831
	<u>359,174</u>	<u>350,767</u>

7. Staff numbers and costs

The average number of persons employed by the Foundation during the year was seven (2020 seven). The FTE was 6.08 (2020 6.83) and the aggregate payroll costs of these persons were as follows -;

	2021	2020
	£	£
Wages and salaries	273,038	257,959
Social Security costs	25,898	23,272
Pension costs	14,969	15,028
Benefits		
	<u>313,905</u>	<u>296,259</u>

The Trustees consider the Trustee Board and the Chief Executives as comprising the key management personnel of the charity. All Trustees give of their time freely and no Trustee remuneration was paid in the year. The total expenses reimbursed to Trustees was £NIL (2020 NIL). Details of Trustees' other interests are set out in note 19.

The total employment benefits including employer pension contributions of the two key management personnel in the year was £124,183 (2020: £75,365).

There were two employees with emoluments over £60,000. The pension costs represent contributions made to some employee's pension plans and those auto enrolled in NEST.

8. Resources expended - Analysis of Operating Costs

The operating expenses of the Funds comprised the following costs.

	Service delivery	Grants admin	Total 2021	Total 2020
	£	£	£	£
Staff payroll costs	187,555	126,650	314,205	298,610
Office and other expenses	35,241	15,563	50,804	59,678
Purchased services	31,362		31,362	17,491
Fund raising and promotion	2,555		2,555	12,772
Other	12,418		12,418	12,061
	269,131	142,213	411,344	400,612

The Operating costs are directly attributable wherever possible to the relevant fund and activity. Certain common costs are allocated between the funds and activities in accordance with the amount of time and other resources attributed to those activities.

Governance costs are included within service delivery above and are:

	2021	2020
	£	£
Staff payroll	61,495	62,936
Purchased services	6,120	6,120
	67,615	69,056

9. Transfers between Funds

Transfers between funds are authorised by the Trustees or at the instructions of fund holders. In the year the following transfer were made.

	Operating Fund	General Grants	Endowment Funds
	£	£	£
Transfer of investment income		357,193	(357,193)
Transfer of restricted income to endowment		(7,000)	7,000
Management fees/Contribution to essential resources	167,130	(167,130)	
Contribution to operating costs	927	(927)	
Drawdown of Endowment Funds		60,000	(60,000)
	168,057	242,136	(410,193)

The contribution to essential resources include fund holders wishing to transfer from their fund to contribute to specific core costs.

The Trustees had decided that from 1st April 2016 the contribution to essential resources would be deducted from the Investment income and not from the Capital Funds.

10. Tangible Fixed Assets

Office equipment		£
Cost	At start of year	1,137
	Additions	4,275
	Disposals	-
	At end of year	<u>5,412</u>
Depreciation	At start of year	1,137
	charge for year	770
	Disposals	-
	At end of year	<u>1,907</u>
Net book value	31st March 2021	3,505
	31st March 2020	-

11. Fixed asset investments

The investments are professionally managed. £11,042,235 of the investments are managed by CCLA, £514,888 are managed by Mayfair Capital and £43,785 managed by Fundsmiths. CCLA unrealised gains are reported net of CCLA management fees. All CCLA and Mayfair Capital investment income is paid direct into the bank account. The Fundsmith shares are accumulation shares.

The Mayfair Property Fund represents 4.4% of the total investment portfolio. The 'material uncertainty' clause in their 2020 valuation has been removed.

The investment income on both CCLA and Mayfair Capital has achieved levels comparable to pre Covid levels.

The movement in the year is as follows -;

	Permanent Endowment £	Expendable Endowment £	Total 2021 £	Total 2020 £
Balance brought forward at				
Market value on 1 April 2020	6,245,457	3,291,397	9,536,854	9,579,919
Additional Funds invested	-	214,164	214,164	294,814
Funds redeemed	-	-	-	(2,145)
Investment income	232,218	124,975	357,193	347,936
Transferred to BCF	(232,218)	(124,975)	(357,193)	(347,936)
Realised loss on transfer from Mayfair	-	-	-	-
Prior year Adjustment			-	-
Net realised and unrealised gains /(losses) for year	1,225,090	624,800	1,849,890	(335,734)
Market value at 31st March 2021	7,470,547	4,130,361	11,600,908	9,536,854

Represented by:				
Listed investments	7,470,547	4,130,361	11,600,908	9,536,854
unlisted investments			-	-
Cash held by fund managers			-	-
Total investments	7,470,547	4,130,361	11,600,908	9,536,854

12. Debtors and prepayments

	2021	2020
	£	£
Other debtors and prepayments	21,324	14,112
Accrued Investment Income	87,441	85,468
	108,765	99,580

13. Creditors: amounts falling due within one year

	2021	2020
	£	£
Grants payable	17,652	186,140
Accruals	8,620	10,107
Taxation & Social Security costs	18,911	7,894
Creditors	3,816	3,394
Prepaid Income	19,350	5,350
	68,349	212,885

The prepaid income of £5,350 relates to sponsorship of the International Women's lunch due to take place in March 2020. This was postponed due to COVID19. This will now take place in November 2021.

The prepaid income of £14,000 is to fund a video which, due to COVID19, will now be produced in May 2021.

14. Capital Funds

	Permanent Endowment	Expendable Endowment	Total 2021
	£	£	£
Balances at 1st April 2020	6,249,869	3,285,343	9,535,212
Donations in the year	938	286,351	287,289
Prior year adjustment to funds			-
Transfers to Grants and General funds		(53,000)	(53,000)
Investment income and bank interest			-
Investment Management fees			-
(losses)/gains on investments	1,225,090	624,800	1,849,890
Balance as at 31st March 2021	7,475,897	4,143,494	11,619,391

	Permanent Endowment	Expendable Endowment	Total 2020
	£	£	£
Balances at 1st April 2019	6,452,102	3,153,279	9,605,381
Donations in the year	1,000	245,989	246,989
Prior year adjustment to funds			-
Transfers to Grants and General funds	(2,145)	20,721	18,576
Investment income and bank interest			-
Investment Management fees			-
(losses)/gains on investments	(201,088)	(134,646)	(335,734)
Balance as at 31st March 2020	6,249,869	3,285,343	9,535,212

15. Analysis of Funds

	Operating Fund	General Grants	Capital Funds	Total 2021
	£	£	£	£
Tangible Fixed Assets	3,505			3,505
Investments	6,650		11,594,258	11,600,908
Debtors	9,946	98,819		108,765
Cash at bank	50	840,156		840,206
Creditors	(50,697)	(17,652)		(68,349)
Interfund balances	213,278	(238,411)	25,133	-
	182,732	682,912	11,619,391	12,485,035

	Operating Fund	General Grants	Capital Funds	Total 2020
	£	£	£	£
Tangible Fixed Assets	-			-
Investments	6,650		9,530,204	9,536,854
Debtors	6,378	93,202		99,580
Cash at bank	50	606,887		606,937
Creditors	(26,745)	(186,140)		(212,885)
Interfund balances	95,408	(100,416)	5,008	-
	81,741	413,533	9,535,212	10,030,486

A summary of the movement on General Grants or restricted Funds in the year is below.

	Opening Balances	Incoming Resources	Outgoing Resources	Transfers between funds	Closing balances
	£	£	£	£	£
Linked Revenue Funds (Endowment) (46 Funds)	160,778	360,860	(131,287)	(83,636)	306,715
Community First Revenue (23 Funds)	45,286	63,967	(1,091)	(30,493)	77,669
Flow through Funds (36 Funds)	207,469	3,194,767	(3,102,780)	(927)	298,528
	413,533	3,619,594	(3,235,158)	(115,056)	682,912

16. Financial Instruments

	2021			2020		
	Assets at FV	Assets at amortised cost	Liabilities at amortised cost	Assets at FV	Assets at amortised cost	Liabilities at amortised cost
	£	£	£	£	£	£
Investments						
Listed investments	11,600,908			9,536,854		
Bank		840,206			606,937	
Current Liabilities						
Grants payable			17,652			186,140
Accruals			27,531			18,001
Trade creditors			3,816			3,394
	11,600,908	840,206	48,999	9,536,854	606,937	207,535

17. Local Authority Partners

Donations received from local authorities towards development and operational costs

	2021 £	2020 £
Royal Borough of Windsor and Maidenhead	6,500	10,250
	6,500	10,250

18. Audit Fees

Audit fees payable are £5,100 Plus VAT (2020: £5,100 plus VAT). Other advisory fees paid to auditor in year were £0 plus VAT (2020: £0 plus VAT).

19. Grants

Overall the Foundation made 458 grants totalling £3,235,158 (2020: 911,637) to 224 Groups and 6 Individuals

DONOR FUNDS	2021	2020
<u>BCF General Grants</u>	<u>£</u>	<u>£</u>
General	17,452	219,269
Campaign	181,961	43,172
Give a Child a Chance	250	23,259
<u>Designated Funds</u>		
3i Immediate Fund	25,700	-
Adam Clayton	130	-
Adviza Partnership	1,091	9,123
Ascot Racecourse Community Fund	51,346	37,246
Bayer	10,000	-
BCF Business Philanthropy Club	2,300	14,500
Beaufort	1,000	-
Berkshire Carers	5,000	21,345
Blagrove Strategic Grants	9,270	10,000
Blagrove Fund for the Elderley	2,548	2,114
BSBT	-	35,787
Co-op Fund	19,223	-
ComXo	2,176	-
David Brownlow Charitable Fund	17,500	-
DCMS Matched Fund	290,054	-
DCMS NET	243,398	-
Douglas Martin	-	5,689
Ernst & Young	700	-
Hall Hunter	2,640	9,116
Henderson	-	3,000
High Sheriff Fund	-	800
High Sheriff Mock Trial Fund	-	6,912
Honda	19,407	2,000
Ivy Fund	3,000	7,000
Lexicon	7,500	-
Mars	45,800	-
Masons	4,255	-
NET	632,403	-
Oracle	20,000	-
Pargiter Trust	76,759	31,255
Pat's Lasting Memories	-	1,800
Procter & Gamble	20,000	2,595
RBWM	21,740	-
Reading Together	246,000	-
Reckitt	825,691	10,000
Redwood	12,700	20,500
Royal London	-	10,000
Miss Ruth Ascher	-	7,548
Sanofi	8,800	-
SEGRO	152,167	19,931
SGN	19,770	-
Slough Social	7,000	85,679
Steph's Fund	1,852	-
Stevenson Family Trust	39,787	50,000
Surviving Winter	-	12,409
Syder	25,000	-
Tampon Tax	2,195	41,715
Thames Water	5,000	-
Three Windsor and Maidenhead	25,000	25,000
The Last Resort	-	1,104
Whitley Big Local	129,593	134,298
Wood	-	7,471
	3,235,158	911,637

20. Related Party Transactions

During 2020/21 grants were made to organisations totalling £9,560 (2020: £5,000) where Trustees included a BCF Trustee.

The grants made during the year and the relationship of the Trustee with the organisation are as follows -

Trustee Name	Other Organisation	Role in Organisation	Grant Amount £
Camilla Horwood	Youthline	Trustee	9,560
			<hr/> 9,560

During 2020/21 donations were received by the Foundation totalling £22,500 (2020 £49,000) from Charitable Trusts and organisations where the trustees/employees included a BCF Trustee.

Trustee Name	Other Organisation	Role in Organisation	Donation Amount £
Alexander Barfield	The David Brownlow Charitable Foundation	CEO	22,500
			<hr/> 22,500

21. Further analysis of the Statement of Activities showing comparative figures

	2021 £	2020 £
<i>Unrestricted funds</i>		
Donations	344,278	207,802
Expenditure:		
Raising Funds	(269,131)	(259,134)
Grants administration and support	(142,213)	(141,478)
	(67,066)	(192,810)
Transfers from endowment & Restricted	168,057	193,901
Net (expenditure)/income	100,991	1,091
<i>Restricted funds</i>		
Donations	3,260,420	713,587
Investment income	1,981	2,831
Expenditure:		
Grants	(3,235,158)	(911,637)
Costs of raising funds	-	-
	27,243	(195,219)
Transfers from endowment	242,136	135,459
Net (expenditure)/income	269,379	(59,760)
<i>Endowment funds</i>		
Donations	287,289	246,989
Investment income	357,193	347,936
Expenditure:		
Investment Management fees	-	-
Transfers to restricted and unrestricted funds	(410,193)	(329,360)
Investment (loss)/gain	1,849,890	(335,734)
Net (expenditure)/income	2,084,179	(70,169)

22. Commitments

On 1st May 2020 the charity entered into a short term lease for its offices. This expires on 30 April 2023. The annual rent is £28,315 and on the basis that there are 25 months to run after 31st March 2021 there is a commitment of £58,990, of which £28,315 is due within one year.

The amount paid for the lease in the year is £28,315 (2020 £27,720)

Annual rent	£	28,315
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25 months	£	58,990
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