



**CHESHIRE WEST AND CHESTER**

**CHAIRMAN'S TRUST**

**REPORT AND FINANCIAL STATEMENTS**

**FOR THE FINANCIAL YEAR ENDED**

**31 AUGUST 2020**

Registered Charity Number 1155247

**TRUSTEES REPORT FOR THE FINANCIAL YEAR ENDED 31 AUGUST 2020**

## ADMINISTRATIVE DETAILS

|                  |                                                                                                                                                                                                                                                                                                                                                                                  |
|------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Name             | The Cheshire West and Chester Chairman's Trust                                                                                                                                                                                                                                                                                                                                   |
| Status           | Registered charity (number 1155247)                                                                                                                                                                                                                                                                                                                                              |
| Principal Office | Whitby Hall Lodge, Stanney Lane, Ellesmere Port CH65 6QY                                                                                                                                                                                                                                                                                                                         |
| Charity Objects  | To support the advancement of education through short term residential learning outside the classroom for financially disadvantaged school age children residing or being educated within in the borough of Cheshire West and Chester. The trustees have due regard to the Charity Commissions guidance on public benefit and are happy that the trusts objectives support this. |
| Trustees         | <p>Cllr Robert Rudd – Chairman of Cheshire West and Chester Borough Council</p> <p>Cllr Robert Bissett - Deputy Chairman of Cheshire West and Chester Borough Council</p> <p>Michael McCann – Nominated by CWASSH</p> <p>Cllr Eleanor Johnson (re- appointed until 01.09.2021)</p> <p>Sue Tomlinson – Nominated by CWAPH</p> <p>Bryn Healey – Nominated by CWASH</p>             |
| Bankers          | Santander – Bootle Road, Bootle L30 4GB                                                                                                                                                                                                                                                                                                                                          |
| Auditors         | Due to the level of gross annual income the accounts are subject to independent examination. The formal appointment of external auditors is not required.                                                                                                                                                                                                                        |

## STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity has adopted the following trustee model:

- Ex-officio trustees – the Chairman and Deputy Chairman of Cheshire West and Chester Borough Council shall, for the time being, be automatically be a charity trustee for as long as he or she holds that office.
- Nominated trustees – the Cheshire West Associations of Secondary Head Teachers, Primary Head teachers and Special School Head Teachers shall each nominate a trustee. Apart from the first charity trustees, each appointment must be for a term of 2 years effective from 1 September.
- Appointed trustees – at least one but not more than 3 appointments shall be made. Apart from the first charity trustees, individuals must be appointed for a term of 2 years and by resolution passed at a properly convened meeting of the charity trustees. In selecting individuals for appointment, the trustees must have regard to the skills, knowledge and experience needed for the effective administration of the trust.

The charity trustees will make available to each new trustee, on or before their appointment a copy of the current constitution and a copy of the latest Annual Report and Statement of Accounts. Induction f new trustees will take place in order to ensure familiarity with the charity's aims. A training programme for new trustees shall be followed to ensure that new trustees understand their responsibilities and accountabilities as laid out in the constitution of the charity and as enshrined in the wider statutory and regulatory framework.

The Chairman shall chair meetings of the charity trustees. In the absence of the chairman, the Deputy Chairman shall chair the meeting.

Any decision may be taken either at a meeting of the trustees or by resolution in writing or electronic form agreed by all of the trustees.

## ACHIEVEMENTS AND PERFORMANCE

The Trust's purpose is to develop self-sufficient, resourceful young people by supporting learning outside the classroom.

In 2019/20, 104 primary aged pupils and 4 secondary aged pupils benefitted from the Chairman's Trust.

Their applications included the following comments, in their own words, in what they saw as the challenges and outcomes that their residential visit provided:

*My first visit to the nation's capital was a great chance for me to develop social skills and an opportunity to take in lots of culture and learn new things.*

*I learnt new skills like on the canoes and jumping from one to another on the giant swing and aero ball*

*I learnt about the laser tag and den building and really enjoyed it*

*I learnt to perform an in depth biological study and stats testing*

*I learnt that nature is a good thing! I learnt how cows are milked and I learnt how to fold my bedding really good.*

*I learnt how to make these little dough things and put them on the campfire, we put honey on them and ate it. And I learnt there are different types of cows.*

*I learnt a lot about the outdoors! I learnt to read a map to help me get round*

*I learnt a lot of things about the stone ages and how to do a number hunt*

*How to do archery and I learnt about cows*

*We learnt about the stone age, we learnt about farming and animals*

## FINANCIAL REVIEW

The trust held reserves of £72,406.33 at the start of the accounting period and these had decreased by £11,391.94 at the end of the accounting period.

The assets of the trust reflect the balance held at bank at the end of the accounting period and this totals £61,014.39

The trust had no outstanding liabilities at the end of the accounting period.

## POLICIES

### Investment policy

In determining the level of funds that are available to invest, the trustees have considered the amount of expected income, costs of running the charity and the likely level of grants to be awarded to current and future beneficiaries. No investments were made in the accounting period ended 31 August 2020. The trustees will need to develop an investment policy in future years to manage surplus funds.

### Reserves policy

The availability of reserves to the charity enables it to fund the desired level of grant awards. A reserve of £20,000 has been agreed.

### Grant making policy

Applications are invited from disadvantaged children from schools within the borough for grant aid towards the cost of board and lodgings for residential visits organised by the schools themselves.

## RISK MANAGEMENT

There are currently no risks to which the charity is exposed. Grants are not allowed without sufficient funds available for disbursement. Any future risks will be reviewed and systems and processes will be established to manage those risks.

## TRUSTEES RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS

The trustees must comply with the requirements of the Charities Act 2011 with regard to the keeping of accounting records, the preparation and scrutiny of statement of accounts and to the preparation of annual reports and returns. The statement of accounts, reports and returns must be sent to the Charity Commission within ten months of the financial year end.

**FINANCIAL STATEMENTS****Statement of Financial Activities for the  
financial year ended 31 August 2020**

| <b>INCOME</b>                                              | <b>Notes</b> | <b>2019/20</b>     | <b>2018/19</b>    |
|------------------------------------------------------------|--------------|--------------------|-------------------|
| School Donations and Grants                                |              | 100.00             | 00.00             |
| Other Donations and Grants                                 |              | 00.00              | 00.00             |
| Bank Interest                                              |              | 43.96              | 84.43             |
| <b>Total Incoming Resources</b>                            |              | <b>£143.96</b>     | <b>£84.43</b>     |
| <b>RESOURCES EXPENDED</b>                                  |              |                    |                   |
| Grants to Schools                                          |              | 11410.90           | 19,618.64         |
| Administration Expenses                                    |              | 125.00             | 2692.80           |
| <b>Total Resources Expended</b>                            |              | <b>£11,535.90</b>  | <b>£22,307.44</b> |
|                                                            |              |                    | -                 |
| <b>Net (Outgoing)/Incoming Resources</b>                   |              | <b>£11.391.94</b>  | <b>£22,223.01</b> |
| <b>Fund balances brought forward at 1st September 2019</b> |              | <b>£72,406.33</b>  | <b>£94,629.34</b> |
| <b>Fund balances carried forward at 31st August 2020</b>   |              | <b>£ 61,014.39</b> | <b>£72,406.33</b> |

**Balance Sheet as at 31<sup>st</sup> August 2020**

|                                 | <b>Notes</b> | <b>TOTAL 2020<br/>£</b> | <b>TOTAL 2019<br/>£</b> |
|---------------------------------|--------------|-------------------------|-------------------------|
| <b>ASSETS</b>                   |              |                         |                         |
| Cash at the Bank and in Hand    |              | 61,014.39               | 72,406.33               |
| <b>LIABILITIES</b>              |              | 0                       | 0                       |
| <b>Net Assets</b>               |              | <b>£61,014.39</b>       | <b>£72,406.33</b>       |
| <b>THE FUNDS OF THE CHARITY</b> |              |                         |                         |
| Restricted                      |              | 0                       | 0                       |
| Unrestricted                    |              | 61,014.39               | 72,406.33               |
| <b>Total Funds</b>              |              | <b>£61,014.39</b>       | <b>£72,406.33</b>       |

Notes to the accounts for the financial year ended 31 August 2020

The financial statements have been prepared in accordance with the Charities Act 2011 and with applicable accounting standards.

**1. Accounting Policies**

The principal accounting policies adopted in the preparation of the financial statements are set out below:

- a. Basis for preparation of the Financial Statements. The financial statements have been prepared under the historic cost convention.
- b. Funds Structure
 

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or trust deed. There are currently no restricted funds.

Unrestricted funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds could include designated funds were the trustees, at their discretion, to create for a specific purpose.
- c. Incoming Resources are recognised in the period received.
- d. Expenditure is charge on a cash basis.
- e. Irrecoverable VAT is charged against the category of expenditure for which it was incurred

**2. Donations**

No donations were received.

**3. Charitable expenditure**

Grants totalling £11,410.90 were awarded in the year.

**4. Funds of the charity**

|                  | Balance<br>1 Sept<br>2019<br>£ | Incoming<br>Resources<br>£ | Resources<br>Expended<br>£ | Balance<br>31 Aug<br>2020<br>£ | Balance<br>31 Aug<br>2019<br>£ |
|------------------|--------------------------------|----------------------------|----------------------------|--------------------------------|--------------------------------|
| Restricted Funds | 0                              | 0                          | 0                          | 0                              | 0                              |
| Unrestricted     | 72,406.33                      | 143.96                     | 11,535.90                  | 61,014.39                      | 72,406.33                      |
| <b>Total</b>     | <b>72,406.33</b>               | <b>143.96</b>              | <b>11,535.90</b>           | <b>61,014.39</b>               | <b>72,406.33</b>               |

**5. Transactions and Trustee Emoluments**

No remuneration or expenses were paid to the trustees during the period.

**6. Independent/Auditor Examination**

As the average annual gross income of the Trust is not between £25,000 and £500,000 the accounts are not required to be independently examined.

Approved by the Trustees Wednesday 26<sup>th</sup> May 2021 and signed on its behalf

A handwritten signature in black ink, appearing to read 'Bob Rudd', is written in a cursive style.

BOB RUDD Chairman