

# PC NICOLA HUGHES MEMORIAL FUND

England & Wales · Charity number 1156398

## Details

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**Status** Registered

**Legal form** CIO

**Registered** 2014-03-27

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

## Contact

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**Address** Saddleworth Business Centre  
Huddersfield Road  
Delph  
Oldham  
OL3 5DF

**Phone** 01457829777

**Email** [info@pcnicolasfund.co.uk](mailto:info@pcnicolasfund.co.uk)

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

## Activities

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**Objects:** THE OBJECTS OF THE CIO ARE FOR THE PUBLIC BENEFIT:1. TO RELIEVE POVERTY OR FINANCIAL HARDSHIP AMONG YOUNG PEOPLE UNDER THE AGE OF 21 AFFECTED BY THE DEATH OR INCAPACITATION OF A CLOSE FAMILY MEMBER AS A RESULT OF VIOLENT CRIME IN PARTICULAR BUT NOT EXCLUSIVELY BY PROVIDING GRANTS, GOODS OR SERVICES TO PERSONS IN NEED AND/OR CHARITIES AND/OR OTHER ORGANIZATIONS WORKING TO PREVENT OR RELIEVE POVERTY2. TO PROMOTE THE EDUCATION (INCLUDING SOCIAL AND PHYSICAL TRAINING) OF PEOPLE UNDER THE AGE OF 21 YEARS WHO ARE AFFECTED BY THE DEATH OR INCAPACITATION OF A CLOSE FAMILY MEMBER AS A RESULT OF VIOLENT CRIME IN SUCH WAYS AS THE CHARITY TRUSTEES THINK FIT, IN PARTICULAR BUT NOT EXCLUSIVELY BY:A. AWARDDING TO SUCH PERSONS SCHOLARSHIPS, MAINTENANCE ALLOWANCES OR GRANTS TENABLE AT ANY UNIVERSITY, COLLEGE OR INSTITUTION OF HIGHER OR FURTHER EDUCATION;B. PROVIDING THEIR EDUCATION (INCLUDING THE STUDY OF MUSIC OR OTHER ARTS), TO UNDERTAKE TRAVEL IN FURTHERANCE OF THAT EDUCATION OR TO PREPARE FOR ENTRY TO ANY OCCUPATION, TRADE OR PROFESSION ON LEAVING ANY EDUCATIONAL ESTABLISHMENT;C. PROVIDING GRANTS, GOODS AND/OR SERVICES TO CHARITIES AND/OR OTHER ORGANIZATIONS WORKING TO PROMOTE EDUCATION

**Activities:** The PC Nicola Hughes Memorial Fund aims to provide assistance to children under 21 years who have suffered the loss of a close family member through violent crime by providing funding or services for

children in education or employment, our motto is 'Opportunities for the Future', we believe that children who have suffered such a loss deserve to be given opportunities that may no longer exist.

## Classification

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- **How:** Makes Grants To Individuals, Makes Grants To Organisations, Provides Other Finance, Provides Services
- **What:** General Charitable Purposes, Education/training, The Prevention Or Relief Of Poverty
- **Who:** Children/young People, Other Charities Or Voluntary Bodies

## Geography

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- Throughout England And Wales

## Finances

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Period end	Income	Expenditure	Assets	Employees
2025-04-29	£27,374	£23,411	-	-
2024-04-29	£34,036	£26,937	-	-
2023-04-29	£34,036	£26,937	-	-
2022-04-29	£38,042	£24,923	-	-
2021-04-29	£16,455	£18,030	-	-

## Trustees

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Name	Role	Appointed
<b>BRYNDON HUGHES</b>	Chair	2014-02-04
Angela-Louise Faulkner		2023-03-07
Mark Sharples		2025-12-05

**PC NICOLA HUGHES MEMORIAL FUND**

England & Wales - Charity number 1156398

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# Accounts

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# Trustees' Annual Report for the period

		Period start date			Period end date		
<b>From</b>	30	04	2024	<b>To</b>	29	04	2025

## Section A Reference and administration details

**Charity name**

PC Nicola Hughes Memorial Fund

**Other names charity is known by**

**Registered charity number (if any)**

1156398

**Charity's principal address**

Saddleworth Business Park

Huddersfield Road

Oldham

**Postcode**

OL3 5DF

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Bryndon Hughes	Chair		
2				
3				
4				
5				
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11				
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14				
15				
16				
17				

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

Name	Dates acted if not for whole year
Mark Brook	
Steven Walker	
Angela-Louise Faulkner	

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

Type of adviser	Name	Address
Accountant	Seftons	Sefton Accountancy, Oldham

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

Bryndon Hughes

**Section B Structure, governance and management**

**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	Constitution.
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated organisation.
Trustee selection methods (eg. appointed by, elected by)	Nominated and elected by vote from advisory body.

**Additional governance issues (Optional information)**

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

<p><b>Policies:</b></p> <ul style="list-style-type: none"> <li>➤ Sustainability policy (On going)</li> <li>➤ Data protection policy.</li> <li>➤ Fundraising strategy policy. (On going)</li> <li>➤ Safeguarding policy</li> </ul> <p><b>Guidance:</b></p> <ul style="list-style-type: none"> <li>➤ CC guidance issued to all trustees upon appointment.</li> </ul> <p><b>Organisational Structure:</b></p> <ul style="list-style-type: none"> <li>➤ Four Trustees (one of which is Charity Manager - volunteer).</li> <li>➤ Admin Officer (Part Time- employed)</li> <li>➤ Accountant</li> </ul> <p><b>Related parties:</b></p> <p>N/A</p>
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**Summary of the objects of the charity set out in its governing document**

The aims & objectives of the PC Nicola Hughes Memorial Fund are to alleviate poverty or hardship experienced by children and young people who have suffered the effects of losing a close family member (Parent or Sibling) through a violent act such as murder or manslaughter.

Practical assistance will be given through the provision of goods or services that would help in the continuance of education, the enhancement of further education or increasing the possibilities of securing employment.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)****Support Given or being considered**

- Ongoing for sports lessons (ending at the end of 2024)
- Funded school uniform following referrals. Ongoing
- Photography course until mid 2025

**Ongoing Projects**

Continuing to offer support for various individuals with school clothing, including footwear, sports clothing and IT equipment.

- We confirm that trustees have had regard to the Charity Commission's guidance on public benefit.

## Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Assistance is provided in the form of securing goods and or services rather than issuing grants to individuals.

No investments have been made by the Fund.

Grant making criteria remains the same.

Large number of volunteers still remain active in their fundraising efforts.

Pleased that our annual virtual fundraiser, 'Run to Remember' took place although reduced in size.

The annual 'Blue Lights Horse Show' continues this year with increased awareness and signposting to provide equine therapy for children we support with an additional venue/event being added.

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

Ongoing projects:  
Ongoing support for sports lessons ( ending 2024)

Funded school uniform following referrals -

Photography course funding due to end mid 2025

Principal sources of fundraising remain with personal challenges & fundraising events. Expenditure has supported the key objectives with grants & donations made.

Assistance is provided in the form of securing goods and or services rather than issuing grants to individuals.

A number of volunteers still remain active in their fundraising efforts.

Annual virtual fundraiser, 'Run to Remember' took place although reduced in size with the intention to grow this next year in order to increase awareness.

A number of runners will take part in the New York Marathon in 2024.

The annual 'Blue Lights Horse Show' still continues to raise awareness through signposting etc

We have continued with trustee meetings taking place via teams in order to reduce expenses and allow greater flexibility with the intention of holding 50/50 split with face-to-face meetings.

We continue to use a virtual office and mail room and separate storage space in order to reduce unnecessary costs. This is something that is working well and will be continued for the foreseeable future.

The surplus for the year amounted to £x,xxx. It is expected that the accumulated funds will continue to be expended on the Charity's activities in the forthcoming year.

## Section E Financial review

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

All cash reserves

**Details of any funds materially in deficit**

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

- Principal sources of fundraising remain with personal challenges & fundraising events.
- Expenditure has supported the key objectives with grants & donations made.

## Section F Other optional information

We continue to use a virtual office and mail room and separate storage space in order to reduce unnecessary costs. This is something that is working well and will be continued for the foreseeable future.

## Section G Declaration

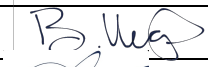

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

Full Name(s)

Position (e.g. secretary, chair, etc)

	Bryndon Hughes	Chair
	Chair	Trustee

Date 27 Feb 2026

**PC NICOLA HUGHES MEMORIAL FUND**  
**(a Charitable Incorporated Organisation (“CIO”))**

**TRUSTEES’ REPORT AND ACCOUNTS**

**FOR THE YEAR ENDED 29<sup>TH</sup> APRIL 2025**

**Charity No: 1156398**

**PC NICOLA HUGHES MEMORIAL FUND – (‘the CIO’)**

**REPORT AND ACCOUNTS**

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# PC NICOLA HUGHES MEMORIAL FUND – (‘the CIO’)

## TRUSTEES’ REPORT

### FOR THE YEAR ENDED 29<sup>th</sup> APRIL 2025

The Trustees present their report and accounts for the period ended 29th April 2025.

#### REFERENCE AND ADMINISTRATIVE DETAILS

**Charity name:** PC Nicola Hughes Memorial Fund

**Registered charity number:** 1156398

**Charity’s principal address:** Saddleworth Business Centre,  
Huddersfield Road,  
Delph  
Oldham  
OL3 5DF.

#### Trustees:

B Hughes - Chair

A Faulkner

M Sharples – appointed December 2025

M Brook – resigned December 2025

S Walker – resigned December 2025

#### STRUCTURE, GOVERNANCE AND MANAGEMENT

##### Governing Document and Constitution

The Charity is a Charitable Incorporated Organisation (CIO).

The Charity is governed by its Constitution which sets out the objects and powers of the charity and governs the actions of the Trustees.

It was as registered as a charity with the Charity Commission on 27<sup>th</sup> March 2014.

##### Trustees recruitment and appointment

The Charity must have a least 3 Trustees with a maximum number of 12.

Apart from the first Trustees, every Trustee must be appointed by a resolution passed at a properly convened meeting of the Trustees, and are expected to serve a minimum of 12 months from date of appointment.

In selecting individuals for appointment as charity trustees, the existing Trustees must have regard to the skills, knowledge and experience needed for effective administration of the Charity.

#### OBJECTIVES

The objects of the CIO are for public benefit:

1. to relieve poverty or financial hardship among young people under the age of 21 affected by the death or incapacitation of a close family member as a result of violent crime in particular but not exclusively by providing grants, goods or services to persons in need and and/or charities and/or other organizations working to prevent or relieve poverty;
2. to promote the education (including social and physical training) of people under the age of 21 who are affected by the death or incapacitation of a close family member as a result of violent crime in such ways as the charity trustees think fit, in particular but not exclusively by:
  - a. awarding to such persons, scholarships, maintenance allowances or grants tenable at any university, college or institute of higher or further education;
  - b. providing their education (including the study of music or other arts), to undertake travel in furtherance of that education or to prepare for entry to any occupation, trade or profession on leaving any educational establishment;
  - c. providing grants, goods and/or services to charities and/or other organisations working to promote education.

# PC NICOLA HUGHES MEMORIAL FUND – (“the CIO”)

## TRUSTEES’ REPORT (Cont/d)

### FOR THE YEAR ENDED 29<sup>th</sup> APRIL 2025

#### ACTIVITIES, ACHIEVEMENTS AND PERFORMANCE

##### Activities undertaken for public benefit include:

The aims & objectives of the PC Nicola Hughes Memorial Fund are to alleviate poverty or hardship experienced by children and young people who have suffered the effects of losing a close family member (parent or sibling) through a violent act such as murder or manslaughter. Practical assistance will be given through the provision of goods or services that would help in the continuance of education, the enhancement of further education or increasing the possibilities of securing employment.

##### Ongoing projects:

Continuing to offer support for various individuals with school clothing, including footwear, sports clothing and IT equipment.

Funded school uniform following referrals - ongoing

Ongoing support for sports lessons - ended December 2024

Agricultural College Attendance Support (clothing) – ended November 2024

Principal sources of fundraising remain with personal challenges & fundraising events. Expenditure has supported the key objectives with grants & donations made.

Assistance is provided in the form of securing goods and or services rather than issuing grants to individuals.

A number of volunteers still remain active in their fundraising efforts. We are pleased that our annual virtual fundraiser, 'Run to Remember' took place although reduced in size with the intention to grow this next year in order to increase awareness.

A number of runners will take part in the New York Marathon in 2024.

The annual 'Blue Lights Horse Show' still continues to raise awareness through signposting etc

We have continued with trustee meetings taking place via teams in order to reduce expenses and allow greater flexibility with the intention of holding 50/50 split with face-to-face meetings.

We continue to use a virtual office and mail room and separate storage space in order to reduce unnecessary costs. This is something that is working well and will be continued for the foreseeable future.

The surplus for the year amounted to £3,963. It is expected that the accumulated funds will continue to be expended on the Charity's activities in the forthcoming year.

#### PUBLIC BENEFIT STATEMENT

The Trustees consider that they have complied with Section 17 of the Charities Act 2011 with regard to the guidance on public benefit published by the Charity Commission.

#### RESERVES POLICY

It is the policy of the Trustees to maintain reserves at levels to cover administrative and medium term project costs. The policy will be reviewed annually by the Trustees.

#### APPROVAL

This report was approved by the Trustees on 27<sup>th</sup> February 2026 and signed on its behalf.

**B HUGHES**  
**TRUSTEE**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
PC NICOLA HUGHES MEMORIAL FUND – ('the CIO')**

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 29<sup>st</sup> April 2025.

**Responsibilities and basis of report**

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

I report in respect of my examination of the accounts carried out under section 145 of the 2011 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**

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.

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.

**D R Sefton  
FFA  
139-143 Union Street,  
Oldham,  
Lancashire,  
OL1 1TE**

**Date: 27<sup>th</sup> February 2026**

**PC NICOLA HUGHES MEMORIAL FUND – (“the CIO”)**

**RECEIPTS AND PAYMENTS ACCOUNTS**

**FOR THE YEAR ENDED 29<sup>th</sup> APRIL 2025**

	<b>2025</b>	<b>2025</b>	<b>2025</b>	<b>2024</b>
	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>	<b>Total</b>
	<b>funds</b>	<b>funds</b>	<b>funds</b>	
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Receipts</b>				
Donations	27,374	-	27,374	18,501
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total receipts</b>	27,374	-	27,374	18,501
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
<b>Payments</b>				
Bank charges	790	-	790	540
Salary and pension costs	11,200	-	11,200	11,193
Travel expenses	2,105	-	2,105	3,484
Telephone and computer expenses	1,804	-	1,804	1,750
Printing, postage and stationery	452	-	452	103
Advertising and sponsorship	90	-	90	27
Rent and premises expenses	686	-	686	584
Other direct charitable expenses	2,595	-	2,595	2,571
Events and fundarising costs	3,627	-	3,627	1,526
Sundry	62	-	62	170
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total payments</b>	23,411	-	23,411	21,948
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
<b>Net receipts/(payments)</b>	3,963	-	3,963	(3,447)
<b>Cash funds last year</b>	401,998	-	401,998	405,445
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Cash funds this year end</b>	405,961	-	405,961	401,998
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

PC NICOLA HUGHES MEMORIAL FUND – (‘the CIO’)

STATEMENT OF ASSETS AND LIABILITIES AS AT 29<sup>th</sup> April 2025

	2025 Unrestricted funds £	2025 Restricted funds £	2025 Total funds £	2024 Total £
<b>Cash funds</b>				
Cash at bank	405,961	-	405,961	401,998
	<hr/>	<hr/>	<hr/>	<hr/>
	405,961	-	405,961	401,998
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

These accounts were approved by the Trustees on 27<sup>th</sup> February 2026 and were signed on their behalf by:



..... **B HUGHES**



..... **A FAULKNER**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
PC NICOLA HUGHES MEMORIAL FUND – ('the CIO')**

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 29<sup>st</sup> April 2025.

**Responsibilities and basis of report**

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

I report in respect of my examination of the accounts carried out under section 145 of the 2011 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**

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.

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.

**D R Sefton  
FFA  
139-143 Union Street,  
Oldham,  
Lancashire,  
OL1 1TE**

**Date: 27<sup>th</sup> February 2026**

**PC NICOLA HUGHES MEMORIAL FUND**

England & Wales - Charity number 1156398

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# Accounts

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# Trustees' Annual Report for the period

		Period start date			Period end date		
<b>From</b>	29	04	2023	<b>To</b>	28	04	2024

## Section A Reference and administration details

Charity name

PC Nicola Hughes Memorial Fund

Other names charity is known by

Registered charity number (if any)

1156398

Charity's principal address

Saddleworth Business Park

Huddersfield Road

Oldham

Postcode

OL3 5DF

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Bryndon Hughes	Chair		
2				
3				
4				
5				
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11				
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14				
15				
16				
17				

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

Name	Dates acted if not for whole year
Mark Brook	
Steven Walker	
Angela-Louise Faulkner	

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

Type of adviser	Name	Address
Accountant	Seftons	Sefton Accountancy, Oldham

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

Bryndon Hughes

**Section B Structure, governance and management**

**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	Constitution.
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated organisation.
Trustee selection methods (eg. appointed by, elected by)	Nominated and elected by vote from advisory body.

**Additional governance issues (Optional information)**

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

**Policies:**

- Sustainability policy (On going)
- Data protection policy.
- Fundraising strategy policy. (On going)
- Safeguarding policy

**Guidance:**

- CC guidance issued to all trustees upon appointment.

**Organisational Structure:**

- Four Trustees (one of which is Charity Manager - volunteer).
- Admin Officer (Part Time- employed)
- Accountant

**Related parties:**

N/A

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

The aims & objectives of the PC Nicola Hughes Memorial Fund are to alleviate poverty or hardship experienced by children and young people who have suffered the effects of losing a close family member (Parent or Sibling) through a violent act such as murder or manslaughter.

Practical assistance will be given through the provision of goods or services that would help in the continuance of education, the enhancement of further education or increasing the possibilities of securing employment.

**Support Given or being considered**

- Ongoing support for sports lessons (possibly ending 2024)
- Funded school uniform following referrals. Ongoing
- Agricultural College Attendance Support (clothing)

**Ongoing Projects**

Continuing to offer support for various individuals with school clothing, including footwear, sports clothing and IT equipment.

- We confirm that trustees have had regard to the Charity Commission's guidance on public benefit.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

## Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Assistance is provided in the form of securing goods and or services rather than issuing grants to individuals.

No investments have been made by the Fund.

Grant making criteria remains the same.

Large number of volunteers still remain active in their fundraising efforts.

Pleased that our annual virtual fundraiser, 'Run to Remember' took place although reduced in size.

The annual 'Blue Lights Horse Show' continues this year with increased awareness and signposting to provide equine therapy for children we support with an additional venue/event being added.

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

Ongoing projects:  
Ongoing support for sports lessons (possibly ending 2024)  
Funded school uniform following referrals - ongoing  
Agricultural College Attendance Support (clothing)  
Principal sources of fundraising remain with personal challenges & fundraising events. Expenditure has supported the key objectives with grants & donations made.

Assistance is provided in the form of securing goods and or services rather than issuing grants to individuals.

A number of volunteers still remain active in their fundraising efforts. We are pleased that our annual virtual fundraiser, 'Run to Remember' took place although reduced in size with the intention to grow this next year in order to increase awareness.

A number of runners will take part in the New York Marathon in 2024.

The annual 'Blue Lights Horse Show' still continues to raise awareness through signposting etc

We have continued with trustee meetings taking place via teams in order to reduce expenses and allow greater flexibility with the intention of holding 50/50 split with face-to-face meetings.

We continue to use a virtual office and mail room and separate storage space in order to reduce unnecessary costs. This is something that is working well and will be continued for the foreseeable future.

The surplus for the year amounted to £x,xxx. It is expected that the accumulated funds will continue to be expended on the Charity's activities in the forthcoming year.

## Section E

## Financial review

Brief statement of the charity's policy on reserves

All cash reserves

Details of any funds materially in deficit

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

- Principal sources of fundraising remain with personal challenges & fundraising events.
- Expenditure has supported the key objectives with grants & donations made.

## Section F

## Other optional information

We continue to use a virtual office and mail room and separate storage space in order to reduce unnecessary costs. This is something that is working well and will be continued for the foreseeable future.

## Section G

## Declaration


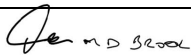
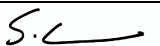
The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

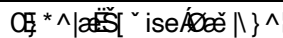
Signature(s)

Full Name(s)

Position (e.g. secretary, chair, etc)

	Bryndon Hughes	Chair
MARK BROOK		Trustee
	Steve Walker	Trustee





Trustee

Date 28 Feb 2025

**PC NICOLA HUGHES MEMORIAL FUND**  
**(a Charitable Incorporated Organisation (“CIO”))**

**TRUSTEES’ REPORT AND ACCOUNTS**

**FOR THE YEAR ENDED 29<sup>TH</sup> APRIL 2024**

**Charity No: 1156398**

**PC NICOLA HUGHES MEMORIAL TRUST – (“the CIO”)**

**REPORT AND ACCOUNTS**

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# PC NICOLA HUGHES MEMORIAL TRUST – (“the CIO”)

## TRUSTEES’ REPORT

### FOR THE YEAR ENDED 29<sup>th</sup> APRIL 2024

The Trustees present their report and accounts for the period ended 29th April 2024.

#### REFERENCE AND ADMINISTRATIVE DETAILS

**Charity name:** PC Nicola Hughes Memorial Trust

**Registered charity number:** 1156398

**Charity’s principal address:** Saddleworth Business Centre,  
Huddersfield Road,  
Delph  
Oldham  
OL3 5DF.

#### **Trustees:**

B Hughes - Chair  
M Brook  
S Walker  
A Faulkner

#### STRUCTURE, GOVERNANCE AND MANAGEMENT

##### **Governing Document and Constitution**

The Charity is a Charitable Incorporated Organisation (CIO).

The Charity is governed by its Constitution which sets out the objects and powers of the charity and governs the actions of the Trustees.

It was as registered as a charity with the Charity Commission on 27<sup>th</sup> March 2014.

##### **Trustees recruitment and appointment**

The Charity must have a least 3 Trustees with a maximum number of 12.

Apart from the first Trustees, every Trustee must be appointed by a resolution passed at a properly convened meeting of the Trustees, and are expected to serve a minimum of 12 months from date of appointment.

In selecting individuals for appointment as charity trustees, the existing Trustees must have regard to the skills, knowledge and experience needed for effective administration of the Charity.

#### OBJECTIVES

The objects of the CIO are for public benefit:

1. to relieve poverty or financial hardship among young people under the age of 21 affected by the death or incapacitation of a close family member as a result of violent crime in particular but not exclusively by providing grants, goods or services to persons in need and and/or charities and/or other organizations working to prevent or relieve poverty;
2. to promote the education (including social and physical training) of people under the age of 21 who are affected by the death or incapacitation of a close family member as a result of violent crime in such ways as the charity trustees think fit, in particular but not exclusively by:
  - a. awarding to such persons, scholarships, maintenance allowances or grants tenable at any university, college or institute of higher or further education;
  - b. providing their education (including the study of music or other arts), to undertake travel in furtherance of that education or to prepare for entry to any occupation, trade or profession on leaving any educational establishment;
  - c. providing grants, goods and/or services to charities and/or other organisations working to promote education.

# PC NICOLA HUGHES MEMORIAL TRUST – (“the CIO”)

## TRUSTEES’ REPORT (Cont/d)

### FOR THE YEAR ENDED 29<sup>th</sup> APRIL 2024

#### ACTIVITIES, ACHIEVEMENTS AND PERFORMANCE

##### Activities undertaken for public benefit include:

The aims & objectives of the PC Nicola Hughes Memorial Fund are to alleviate poverty or hardship experienced by children and young people who have suffered the effects of losing a close family member (parent or sibling) through a violent act such as murder or manslaughter. Practical assistance will be given through the provision of goods or services that would help in the continuance of education, the enhancement of further education or increasing the possibilities of securing employment.

##### Ongoing projects:

Ongoing support for sports lessons (possibly ending 2024)

Funded school uniform following referrals - ongoing

Agricultural College Attendance Support (clothing)

Principal sources of fundraising remain with personal challenges & fundraising events. Expenditure has supported the key objectives with grants & donations made.

Assistance is provided in the form of securing goods and or services rather than issuing grants to individuals.

A number of volunteers still remain active in their fundraising efforts. We are pleased that our annual virtual fundraiser, 'Run to Remember' took place although reduced in size with the intention to grow this next year in order to increase awareness.

A number of runners will take part in the New York Marathon in 2024.

The annual 'Blue Lights Horse Show' still continues to raise awareness through signposting etc

We have continued with trustee meetings taking place via teams in order to reduce expenses and allow greater flexibility with the intention of holding 50/50 split with face-to-face meetings.

We continue to use a virtual office and mail room and separate storage space in order to reduce unnecessary costs. This is something that is working well and will be continued for the foreseeable future.

The deficit for the year amounted to £3,447. It is expected that the accumulated funds will continue to be expended on the Charity's activities in the forthcoming year.

#### PUBLIC BENEFIT STATEMENT

The Trustees consider that they have complied with Section 17 of the Charities Act 2011 with regard to the guidance on public benefit published by the Charity Commission.

#### RESERVES POLICY

It is the policy of the Trustees to maintain reserves at levels to cover administrative and medium term project costs. The policy will be reviewed annually by the Trustees.

#### APPROVAL

This report was approved by the Trustees on 1<sup>st</sup> March 2025 and signed on its behalf.

**B HUGHES  
TRUSTEE**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
PC NICOLA HUGHES MEMORIAL TRUST – (“the CIO”)**

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 29<sup>st</sup> April 2024.

**Responsibilities and basis of report**

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

I report in respect of my examination of the accounts carried out under section 145 of the 2011 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**

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.

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.

**D R Sefton  
FFA  
139-143 Union Street,  
Oldham,  
Lancashire,  
OL1 1TE**

**Date: 1<sup>st</sup> March 2025**

PC NICOLA HUGHES MEMORIAL TRUST – (“the CIO”)

RECEIPTS AND PAYMENTS ACCOUNTS

FOR THE YEAR ENDED 29<sup>th</sup> APRIL 2024

	2024 Unrestricted funds £	2024 Restricted funds £	2024 Total funds £	2023 Total £
<b>Receipts</b>				
Donations	18,501	-	18,501	34,036
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total receipts</b>	18,501	-	18,501	34,036
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
<b>Payments</b>				
Bank charges	540	-	540	624
Salary and pension costs	11,193	-	11,193	11,198
Travel expenses	3,484	-	3,484	2,313
Telephone and computer expenses	1,750	-	1,750	3,083
Printing, postage and stationery	103	-	103	593
Advertising and sponsorship	27	-	27	1,350
Rent and premises expenses	584	-	584	655
Other direct charitable expenses	2,571	-	2,571	3,646
Events and fundarising costs	1,526	-	1,526	3,415
Sundry	170	-	170	60
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total payments</b>	21,948	-	21,948	26,937
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
<b>Net receipts/(payments)</b>	(3,447)	-	(3,447)	7,099
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Cash funds last year</b>	405,445	-	405,445	398,346
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Cash funds this year end</b>	401,998	-	401,998	405,445
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

**PC NICOLA HUGHES MEMORIAL TRUST – (“the CIO”)**

**STATEMENT OF ASSETS AND LIABILITIES AS AT 29<sup>th</sup> April 2024**

	2024	2024	2024	2023
	Unrestricted	Restricted	Total	
	funds	funds	funds	Total
	£	£	£	£
<b>Cash funds</b>				
Cash at bank	401,998	-	401,998	405,445
	401,998	-	401,998	405,445

These accounts were approved by the Trustees on 1<sup>st</sup> March 2025 and were signed on their behalf by:



..... **B HUGHES**



..... **S WALKER**

MARIC BROOK 

..... **M BROOK**



..... **A FAULKNER**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
PC NICOLA HUGHES MEMORIAL TRUST – ('the CIO')**

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 29<sup>st</sup> April 2024.

**Responsibilities and basis of report**

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

I report in respect of my examination of the accounts carried out under section 145 of the 2011 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.

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2. the accounts do not accord with those records.

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**D R Sefton  
FFA  
139-143 Union Street,  
Oldham,  
Lancashire,  
OL1 1TE**

**Date: 1<sup>st</sup> March 2025**

**PC NICOLA HUGHES MEMORIAL FUND**

England & Wales - Charity number 1156398

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# Accounts

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# Trustees' Annual Report for the period

		Period start date			Period end date		
<b>From</b>	30	04	2022	<b>To</b>	29	04	2023

## Section A Reference and administration details

**Charity name**

PC Nicola Hughes Memorial Fund

**Other names charity is known by**

**Registered charity number (if any)**

1156398

**Charity's principal address**

Saddleworth Business Park

Huddersfield Road

Oldham

**Postcode**

OL3 5DF

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Bryndon Hughes	Chair		
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				

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

Name	Dates acted if not for whole year
Mark Brook	
Steven Walker	
Angela-Louise Faulkner	

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

Type of adviser	Name	Address
Accountant	Seftons	Sefton Accountancy, Oldham

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

Bryndon Hughes

**Section B Structure, governance and management**

**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	Constitution.
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated organisation.
Trustee selection methods (eg. appointed by, elected by)	Nominated and elected by vote from advisory body.

**Additional governance issues (Optional information)**

<p>You <b>may choose</b> to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> <li>• policies and procedures adopted for the induction and training of trustees;</li> <li>• the charity's organisational structure and any wider network with which the charity works;</li> <li>• relationship with any related parties;</li> <li>• trustees' consideration of major risks and the system and procedures to manage them.</li> </ul>	<p><b>Policies:</b></p> <ul style="list-style-type: none"> <li>➤ Sustainability policy (On going)</li> <li>➤ Data protection policy.</li> <li>➤ Fundraising strategy policy. (On going)</li> <li>➤ Safeguarding policy</li> </ul> <p><b>Guidance:</b></p> <ul style="list-style-type: none"> <li>➤ CC guidance issued to all trustees upon appointment.</li> </ul> <p><b>Organisational Structure:</b></p> <ul style="list-style-type: none"> <li>➤ Four Trustees (one of which is Charity Manager - volunteer).</li> <li>➤ Admin Officer (Part Time- employed)</li> <li>➤ Accountant</li> <li>➤ Additional trustee joined us in 2022-2023</li> </ul> <p><b>Related parties:</b></p> <p>N/A</p>
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**Summary of the objects of the charity set out in its governing document**

The aims & objectives of the PC Nicola Hughes Memorial Fund are to alleviate poverty or hardship experienced by children and young people who have suffered the effects of losing a close family member (Parent or Sibling) through a violent act such as murder or manslaughter.

Practical assistance will be given through the provision of goods or services that would help in the continuance of education, the enhancement of further education or increasing the possibilities of securing employment.

**Support Given or being considered**

- Ongoing support for sports lessons (possibly ending 2024)
- Funded school uniform following referrals. Ongoing
- Agricultural College Attendance Support (clothing)

**Ongoing Projects**

Continuing to offer support for various individuals with school clothing, including footwear, sports clothing and IT equipment.

- We confirm that trustees have had regard to the Charity Commission's guidance on public benefit.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

## Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Assistance is provided in the form of securing goods and or services rather than issuing grants to individuals.

No investments have been made by the Fund.

Grant making criteria remains the same.

Large number of volunteers still remain active in their fundraising efforts.

Pleased that our annual virtual fundraiser, 'Run to Remember' took place although reduced in size.

Over 30 volunteers took part in the New York marathon in November 2022.

The annual 'Blue Lights Horse Show' continues this year with increased awareness and signposting to provide equine therapy for children we support with an additional venue/event being added.

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

Our annual Run to Remember continues to attract a hardcore of participants and fundraisers.

A small team of volunteers took part in the Washington Marathon raising awareness and funding.

We have continued with trustee meetings taking place via zoom in order to reduce expenses and allow greater flexibility. We aim to hold a final year end close off meeting to agree the annual report and accounts at the end of each reporting period.

## Section E

## Financial review

Brief statement of the charity's policy on reserves

All cash reserves

Details of any funds materially in deficit

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

- Principal sources of fundraising remain with personal challenges & fundraising events.
- Expenditure has supported the key objectives with grants & donations made.

## Section F

## Other optional information

We continue to use a virtual office and mail room and separate storage space in order to reduce unnecessary costs. This is something that is working well and will be continued for the foreseeable future.

## Section G

## Declaration


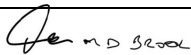
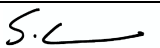
The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

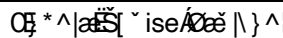
Signature(s)

Full Name(s)

Position (e.g. secretary, chair, etc)

	Bryndon Hughes	Chair
MARK BROOK		Trustee
	Steve Walker	Trustee





Trustee

Date 22 March 2024

**PC NICOLA HUGHES MEMORIAL FUND**  
**(a Charitable Incorporated Organisation (“CIO”))**

**TRUSTEES’ REPORT AND ACCOUNTS**

**FOR THE YEAR ENDED 29<sup>TH</sup> APRIL 2023**

**Charity No: 1156398**

**PC NICOLA HUGHES MEMORIAL TRUST – (“the CIO”)**

**REPORT AND ACCOUNTS**

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# PC NICOLA HUGHES MEMORIAL TRUST – (“the CIO”)

## TRUSTEES’ REPORT

### FOR THE YEAR ENDED 29<sup>th</sup> APRIL 2023

The Trustees present their report and accounts for the period ended 29th April 2023.

#### REFERENCE AND ADMINISTRATIVE DETAILS

**Charity name:** PC Nicola Hughes Memorial Trust

**Registered charity number:** 1156398

**Charity’s principal address:** Saddleworth Business Centre,  
Huddersfield Road,  
Delph  
Oldham  
OL3 5DF.

#### Trustees:

B Hughes - Chair

M Brook

S Walker

A Faulkner – appointed 7.3.23

#### STRUCTURE, GOVERNANCE AND MANAGEMENT

##### Governing Document and Constitution

The Charity is a Charitable Incorporated Organisation (CIO).

The Charity is governed by its Constitution which sets out the objects and powers of the charity and governs the actions of the Trustees.

It was as registered as a charity with the Charity Commission on 27<sup>th</sup> March 2014.

##### Trustees recruitment and appointment

The Charity must have a least 3 Trustees with a maximum number of 12.

Apart from the first Trustees, every Trustee must be appointed by a resolution passed at a properly convened meeting of the Trustees, and are expected to serve a minimum of 12 months from date of appointment.

In selecting individuals for appointment as charity trustees, the existing Trustees must have regard to the skills, knowledge and experience needed for effective administration of the Charity.

#### OBJECTIVES

The objects of the CIO are for public benefit:

1. to relieve poverty or financial hardship among young people under the age of 21 affected by the death or incapacitation of a close family member as a result of violent crime in particular but not exclusively by providing grants, goods or services to persons in need and and/or charities and/or other organizations working to prevent or relieve poverty;
2. to promote the education (including social and physical training) of people under the age of 21 who are affected by the death or incapacitation of a close family member as a result of violent crime in such ways as the charity trustees think fit, in particular but not exclusively by:
  - a. awarding to such persons, scholarships, maintenance allowances or grants tenable at any university, college or institute of higher or further education;
  - b. providing their education (including the study of music or other arts), to undertake travel in furtherance of that education or to prepare for entry to any occupation, trade or profession on leaving any educational establishment;
  - c. providing grants, goods and/or services to charities and/or other organisations working to promote education.

# PC NICOLA HUGHES MEMORIAL TRUST – (“the CIO”)

## TRUSTEES’ REPORT (Cont/d)

### FOR THE YEAR ENDED 29<sup>th</sup> APRIL 2023

#### ACTIVITIES, ACHIEVEMENTS AND PERFORMANCE

##### Activities undertaken for public benefit include:

The aims & objectives of the PC Nicola Hughes Memorial Fund are to alleviate poverty or hardship experienced by children and young people who have suffered the effects of losing a close family member (parent or sibling) through a violent act such as murder or manslaughter. Practical assistance will be given through the provision of goods or services that would help in the continuance of education, the enhancement of further education or increasing the possibilities of securing employment.

##### Ongoing projects:

Ongoing support for sports lessons (possibly ending 2024)

Funded school uniform following referrals - ongoing

Agricultural College Attendance Support (clothing)

Principal sources of fundraising remain with personal challenges & fundraising events. Expenditure has supported the key objectives with grants & donations made.

Assistance is provided in the form of securing goods and or services rather than issuing grants to individuals.

Large number of volunteers still remain active in their fundraising efforts. We are pleased that our annual virtual fundraiser, 'Run to Remember' took place although reduced in size. Over 30 volunteers took part in the New York marathon in November 2022.

The annual 'Blue Lights Horse Show' continues this year with increased awareness and signposting to provide equine therapy for children we support with an additional venue/event being added.

Our annual Run to Remember continues to attract a hardcore of participants and fundraisers. A small team of volunteers took part in the Washington Marathon raising awareness and funding. We have continued with trustee meetings taking place via zoom in order to reduce expenses and allow greater flexibility. We aim to hold a final year end close off meeting to agree the annual report and accounts at the end of each reporting period.

We continue to use a virtual office and mail room and separate storage space in order to reduce unnecessary costs. This is something that is working well and will be continued for the foreseeable future.

The surplus for the year amounted to £7,099. It is expected that the accumulated funds will continue to be expended on the Charity's activities in the forthcoming year.

#### PUBLIC BENEFIT STATEMENT

The Trustees consider that they have complied with Section 17 of the Charities Act 2011 with regard to the guidance on public benefit published by the Charity Commission.

#### RESERVES POLICY

It is the policy of the Trustees to maintain reserves at levels to cover administrative and medium term project costs. The policy will be reviewed annually by the Trustees.

#### APPROVAL

This report was approved by the Trustees on 21<sup>st</sup> March 2024 and signed on its behalf.

**B HUGHES**  
**TRUSTEE**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
PC NICOLA HUGHES MEMORIAL TRUST – (“the CIO”)**

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 29<sup>st</sup> April 2023.

**Responsibilities and basis of report**

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

I report in respect of my examination of the accounts carried out under section 145 of the 2011 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**

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.

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.

**D R Sefton  
FFA  
139-143 Union Street,  
Oldham,  
Lancashire,  
OL1 1TE**

**Date: 21<sup>st</sup> March 2024**

PC NICOLA HUGHES MEMORIAL TRUST – (“the CIO”)

RECEIPTS AND PAYMENTS ACCOUNTS

FOR THE YEAR ENDED 29<sup>th</sup> APRIL 2023

	2023 Unrestricted funds £	2023 Restricted funds £	2023 Total funds £	2022 Total £
<b>Receipts</b>				
Donations	34,036	-	34,036	38,042
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total receipts</b>	34,036	-	34,036	38,042
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
<b>Payments</b>				
Bank charges	624	-	624	408
Salary and pension costs	11,198	-	11,198	11,191
Travel expenses	2,313	-	2,313	826
Telephone and computer expenses	3,083	-	3,083	3,306
Printing, postage and stationery	593	-	593	572
Advertising and sponsorship	1,350	-	1,350	650
Rent and premises expenses	655	-	655	156
Other direct charitable expenses	3,646	-	3,646	4,220
Events and fundarising costs	3,415	-	3,415	3,328
Sundry	60	-	60	266
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total payments</b>	26,937	-	26,937	24,923
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
<b>Net receipts/(payments)</b>	7,099	-	7,099	13,119
<b>Cash funds last year</b>	398,346	-	398,346	385,227
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Cash funds this year end</b>	405,445	-	405,445	398,346
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

**PC NICOLA HUGHES MEMORIAL TRUST – (“the CIO”)**

**STATEMENT OF ASSETS AND LIABILITIES AS AT 29<sup>th</sup> April 2023**

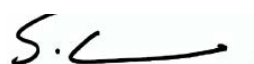
	2023 Unrestricted funds £	2023 Restricted funds £	2023 Total funds £	2022 Total £
<b>Cash funds</b>				
Cash at bank	405,445	-	405,445	398,346
	<hr/>	<hr/>	<hr/>	<hr/>
	405,445	-	405,445	398,346
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

These accounts were approved by the Trustees on 5th April 2024 and were signed on their behalf by:

B Hughes



S Walker



M Brook



A Faulkner



**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
PC NICOLA HUGHES MEMORIAL TRUST – ("the CIO")**

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 29<sup>st</sup> April 2023.

**Responsibilities and basis of report**

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

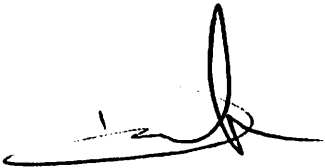
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2. the accounts do not accord with those records.

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**D R Sefton  
FFA  
139-143 Union Street,  
Oldham,  
Lancashire,  
OL1 1TE**

**Date: 21<sup>st</sup> March 2024**

**PC NICOLA HUGHES MEMORIAL FUND**

England & Wales - Charity number 1156398

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# Accounts

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# Trustees' Annual Report for the period

		Period start date			Period end date		
<b>From</b>	30	04	2021	<b>To</b>	29	04	2022

## Section A Reference and administration details

Charity name

PC Nicola Hughes Memorial Fund

Other names charity is known by

Registered charity number (if any)

1156398

Charity's principal address

Saddleworth Business Park

Huddersfield Road

Oldham

Postcode

OL3 5DF

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Bryndon Hughes	Chair		
2				
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14				
15				
16				
17				

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

Name	Dates acted if not for whole year
Mark Brook	
Steven Walker	

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

Type of adviser	Name	Address
Accountant	Seftons	Sefton Accountancy, Oldham

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

Bryndon Hughes

**Section B Structure, governance and management**

**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	Constitution.
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated organisation.
Trustee selection methods (eg. appointed by, elected by)	Nominated and elected by vote from advisory body.

**Additional governance issues (Optional information)**

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

**Policies:**

- Sustainability policy (On going)
- Data protection policy.
- Fundraising strategy policy. (On going)
- Safeguarding policy

**Guidance:**

- CC guidance issued to all trustees upon appointment.

**Organisational Structure:**

- Three Trustees (one of which is Charity Manager - volunteer).
- Admin Officer (Part Time- employed)
- Accountant
- Additional trustee joining us in the next financial year

**Related parties:**

N/A

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

The aims & objectives of the PC Nicola Hughes Memorial Fund are to alleviate poverty or hardship experienced by children and young people who have suffered the effects of losing a close family member (Parent or Sibling) through a violent act such as murder or manslaughter.

Practical assistance will be given through the provision of goods or services that would help in the continuance of education, the enhancement of further education or increasing the possibilities of securing employment.

**Support Given or being considered**

- Ongoing support for sports lessons.
- Funded school uniform following referrals. Ongoing
  
- Referrals for Duke of Edinburgh equipment funding
- Agricultural College Attendance Support

**Ongoing Projects**

Continuing support for various individuals with school clothing, including footwear, sports clothing and IT equipment.

- We confirm that trustees have had regard to the Charity Commission's guidance on public benefit.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

## Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Assistance is provided in the form of securing goods and or services rather than issuing grants to individuals.

No investments have been made by the Fund.

Grant making criteria remains the same.

Large number of volunteers still remain active in their fundraising efforts.

Pleased that our annual virtual fundraiser, 'Run to Remember' took place.

Our Berlin marathon project took place which was a huge success for both fundraising and awareness with 34 Officers from the UK, Canada and New York joining us.(Sept 2021) Plans in place for the marathon team to return to the New York marathon in November 2022.

The annual 'Blue Lights Horse Show' continues this year with increased awareness and signposting to provide equine therapy for children we support.

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

Our annual Run to Remember continues to attract a hardcore of participants and fundraisers.

With normal activities being resumed around the world we will see an ever increasing busy year with various fundraising and awareness raising activities taking place.

Currently all of the trustee meeting continue to be held virtually via zoom as this is both cost effective and convenient. We do however plan to hold a final year end close off meeting to agree the annual report and accounts.

## Section E Financial review

Brief statement of the charity's policy on reserves

All cash reserves

Details of any funds materially in deficit

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

- Principal sources of fundraising remain with personal challenges & fundraising events.
- Expenditure has supported the key objectives with grants & donations made.

## Section F Other optional information

The closure of the physical office moving to a virtual one has seen significant savings and more effective in terms of productivity.  
This is something we will continue to progress and monitor.

## Section G Declaration


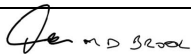
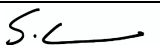
The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

Full Name(s)

Position (e.g. secretary, chair, etc)

	Bryndon Hughes	Chair
MARK BROOK		Trustee
	Steve Walker	Trustee

Date

15th February 2023

**PC NICOLA HUGHES MEMORIAL FUND**  
**(a Charitable Incorporated Organisation (“CIO”))**

**TRUSTEES’ REPORT AND ACCOUNTS**

**FOR THE YEAR ENDED 29<sup>TH</sup> APRIL 2022**

**Charity No: 1156398**

**PC NICOLA HUGHES MEMORIAL TRUST – (“the CIO”)**

**REPORT AND ACCOUNTS**

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# PC NICOLA HUGHES MEMORIAL TRUST – (“the CIO”)

## TRUSTEES’ REPORT

### FOR THE YEAR ENDED 29<sup>th</sup> APRIL 2022

The Trustees present their report and accounts for the period ended 29th April 2022.

#### REFERENCE AND ADMINISTRATIVE DETAILS

**Charity name:** PC Nicola Hughes Memorial Trust

**Registered charity number:** 1156398

**Charity’s principal address:** Saddleworth Business Centre,  
Huddersfield Road,  
Delph  
Oldham  
OL3 5DF.

#### **Trustees:**

B Hughes - Chair

M Brook

S Walker

#### STRUCTURE, GOVERNANCE AND MANAGEMENT

##### **Governing Document and Constitution**

The Charity is a Charitable Incorporated Organisation (CIO).

The Charity is governed by its Constitution which sets out the objects and powers of the charity and governs the actions of the Trustees.

It was as registered as a charity with the Charity Commission on 27<sup>th</sup> March 2014.

##### **Trustees recruitment and appointment**

The Charity must have a least 3 Trustees with a maximum number of 12.

Apart from the first Trustees, every Trustee must be appointed by a resolution passed at a properly convened meeting of the Trustees, and are expected to serve a minimum of 12 months from date of appointment.

In selecting individuals for appointment as charity trustees, the existing Trustees must have regard to the skills, knowledge and experience needed for effective administration of the Charity.

#### OBJECTIVES

The objects of the CIO are for public benefit:

1. to relieve poverty or financial hardship among young people under the age of 21 affected by the death or incapacitation of a close family member as a result of violent crime in particular but not exclusively by providing grants, goods or services to persons in need and and/or charities and/or other organizations working to prevent or relieve poverty;
2. to promote the education (including social and physical training) of people under the age of 21 who are affected by the death or incapacitation of a close family member as a result of violent crime in such ways as the charity trustees think fit, in particular but not exclusively by:
  - a. awarding to such persons, scholarships, maintenance allowances or grants tenable at any university, college or institute of higher or further education;
  - b. providing their education (including the study of music or other arts), to undertake travel in furtherance of that education or to prepare for entry to any occupation, trade or profession on leaving any educational establishment;
  - c. providing grants, goods and/or services to charities and/or other organisations working to promote education.

# PC NICOLA HUGHES MEMORIAL TRUST – ('the CIO')

## TRUSTEES' REPORT (Cont/d)

### FOR THE YEAR ENDED 29<sup>th</sup> APRIL 2022

#### ACTIVITIES, ACHIEVEMENTS AND PERFORMANCE

##### Activities undertaken for public benefit include:

Support given or being considered:

- Ongoing support for sports lessons
- Funded school uniform following referrals remain ongoing
- Referrals for Duke of Edinburgh equipment funding
- Agricultural College Attendance Support

Ongoing projects:

Continuing support for various individuals with school clothing including footwear, sports clothing and IT equipment.

Assistance is provided in the form of securing goods and or services rather than issuing grants to individuals.

No investments have been made by the Fund.

Grant making criteria remains the same.

Large number of volunteers still remain active in their fundraising efforts.

The annual virtual fundraiser, 'Run to Remember' took place and continues to attract a hardcore of participants and fundraisers.

Our Berlin marathon project took place in September 2021 which was a huge success for both fundraising and awareness, with 34 officers from the UK, Canada and New York joining us. There are plans in place for the marathon team to return to the New York marathon in November 2022.

The annual 'Blues Lights Horse Show' continues this year with increased awareness and signposting to provide equine therapy for children we support.

With normal activities being resumed around the world we will see an ever increasing busy year with various fundraising and awareness raising activities taking place.

Currently all of the Trustee meetings continue to be held virtually via Zoom as this is both cost effective and convenient. We do however plan to hold a final year end close off meeting to agree the annual report and accounts.

The surplus for the year amounted to £13,119. It is expected that the accumulated funds will continue to be expended on the Charity's activities in the forthcoming year.

#### PUBLIC BENEFIT STATEMENT

The Trustees consider that they have complied with Section 17 of the Charities Act 2011 with regard to the guidance on public benefit published by the Charity Commission.

#### RESERVES POLICY

It is the policy of the Trustees to maintain reserves at levels to cover administrative and medium term project costs. The policy will be reviewed annually by the Trustees.

#### APPROVAL

This report was approved by the Trustees on 15<sup>th</sup> February 2023 and signed on its behalf.

**B HUGHES**  
**TRUSTEE**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
PC NICOLA HUGHES MEMORIAL TRUST – ('the CIO')**

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 29<sup>st</sup> April 2022.

**Responsibilities and basis of report**

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

I report in respect of my examination of the accounts carried out under section 145 of the 2011 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**

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.



**D R Sefton  
FFA  
139-143 Union Street,  
Oldham,  
Lancashire,  
OL1 1TE**

**Date: 15<sup>th</sup> February 2023**



PC NICOLA HUGHES MEMORIAL TRUST – (“the CIO”)

RECEIPTS AND PAYMENTS ACCOUNTS

FOR THE YEAR ENDED 29<sup>th</sup> APRIL 2022

	2022 Unrestricted funds £	2022 Restricted funds £	2022 Total funds £	2021 Total £
<b>Receipts</b>				
Donations	38,042	-	38,042	16,455
<b>Total receipts</b>	<u>38,042</u>	<u>-</u>	<u>38,042</u>	<u>16,455</u>
<b>Payments</b>				
Bank charges	408	-	408	216
Salary and pension costs	11,191	-	11,191	10,928
Travel expenses	826	-	826	87
Telephone and computer expenses	3,306	-	3,306	1,747
Printing, postage and stationery	572	-	572	358
Advertising and sponsorship	650	-	650	-
Rent and premises expenses	156	-	156	2,251
Other direct charitable expenses	4,220	-	4,220	1,323
Events	3,328	-	3,328	723
Sundry	266	-	266	397
<b>Total payments</b>	<u>24,923</u>	<u>-</u>	<u>24,923</u>	<u>18,030</u>
<b>Net receipts/(payments)</b>	13,119	-	13,119	(1,575)
<b>Cash funds last year</b>	<u>385,227</u>	<u>-</u>	<u>385,227</u>	<u>386,802</u>
<b>Cash funds this year end</b>	<u>398,346</u>	<u>-</u>	<u>398,346</u>	<u>385,227</u>

**PC NICOLA HUGHES MEMORIAL TRUST – (“the CIO”)**  
**STATEMENT OF ASSETS AND LIABILITIES AS AT 29<sup>th</sup> April 2022**

	2022 Unrestricted funds £	2022 Restricted funds £	2022 Total funds £	2021 Total £
<b>Cash funds</b>				
Cash at bank	398,346	-	398,346	385,227
	398,346	-	398,346	385,227
	398,346	-	398,346	385,227

These accounts were approved by the Trustees on 15<sup>th</sup> February 2023 and were signed on their behalf by:



..... **B HUGHES**

MARIC BROOK



..... **M BROOK**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
PC NICOLA HUGHES MEMORIAL TRUST – ('the CIO')**

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 29<sup>st</sup> April 2022.

**Responsibilities and basis of report**

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

I report in respect of my examination of the accounts carried out under section 145 of the 2011 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**

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.



**D R Sefton  
FFA  
139-143 Union Street,  
Oldham,  
Lancashire,  
OL1 1TE**

**Date: 15<sup>th</sup> February 2023**



**PC NICOLA HUGHES MEMORIAL FUND**

England & Wales - Charity number 1156398

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# Accounts

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# Trustees' Annual Report for the period

		Period start date			Period end date		
<b>From</b>	30	04	2020	<b>To</b>	29	04	2021

## Section A Reference and administration details

Charity name

PC Nicola Hughes Memorial Fund

Other names charity is known by

Registered charity number (if any)

1156398

Charity's principal address

Saddleworth Business Park

Huddersfield Road

Oldham

Postcode

OL3 5DF

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Bryndon Hughes	Chair		
2				
3				
4				
5				
6				
7				
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10				
11				
12				
13				
14				
15				
16				
17				

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

Name	Dates acted if not for whole year
Mark Brook	
Steven Walker	

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

Type of adviser	Name	Address
Accountant	Seftons	Sefton Accountancy, Oldham

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

Bryndon Hughes

**Section B Structure, governance and management**

**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	Constitution.
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated organisation.
Trustee selection methods (eg. appointed by, elected by)	Nominated and elected by vote from advisory body.

**Additional governance issues (Optional information)**

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

<p><b>Policies:</b></p> <ul style="list-style-type: none"> <li>➤ Sustainability policy (On going)</li> <li>➤ Data protection policy.</li> <li>➤ Fundraising strategy policy. (On going)</li> <li>➤ Safeguarding policy</li> </ul> <p><b>Guidance:</b></p> <ul style="list-style-type: none"> <li>➤ CC guidance issued to all trustees upon appointment.</li> </ul> <p><b>Organisational Structure:</b></p> <ul style="list-style-type: none"> <li>➤ Three Trustees (one of which is Charity Manager -volunteer).</li> <li>➤ Admin Officer (Part Time- employed)</li> <li>➤ Accountant</li> </ul> <p><b>Related parties:</b></p> <p>N/A</p>
--

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

The aims & objectives of the PC Nicola Hughes Memorial Fund are to alleviate poverty or hardship experienced by children and young people who have suffered the effects of losing a close family member (Parent or Sibling) through a violent act such as murder or manslaughter.

Practical assistance will be given through the provision of goods or services that would help in the continuance of education, the enhancement of further education or increasing the possibilities of securing employment.

**Support Given or being considered**

- Ongoing support for sports lessons.
- Funded school uniform following referrals.
- Ongoing Music Therapy lessons
- Referrals for Duke of Edinburgh equipment funding
- Agricultural College Attendance Support

**Ongoing Projects**

Tuition Fee Funding

Support for individuals taking part in the Duke of Edinburgh scheme

- We confirm that trustees have had regard to the Charity Commission's guidance on public benefit.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

## Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Assistance is provided in the form of securing goods and or services rather than issuing grants to individuals.

No investments have been made by the Fund.

Grant making criteria remains the same.

Large number of volunteers still remain active in their fundraising efforts.

Due to the ongoing global pandemic the majority of our events suffered cancellation:

We are hopeful that our annual virtual fundraiser, 'Run to Remember' will still take place. Also we are hopeful that the Berlin marathon (Sept 2021) will go ahead with a large number of our fundraisers taking part.

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

Our annual Run to Remember continues to attract a hardcore of participants and fundraisers.

As with the rest of the world we have suffered from canceled events, fundraising and awareness seminars with FLO days. We hopefully will continue to concentrate on promoting our presence around the Family Liaison Officer network in order to generate referrals from bereaved families.

We remain hopeful that the following year will see a return to some form of normality and be able to hold events and promote the charity thus generating referrals for support.

## Section E Financial review

Brief statement of the charity's policy on reserves

All cash reserves

Details of any funds materially in deficit

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

- Principal sources of fundraising remain with personal challenges & fundraising events.
- Expenditure has supported the key objectives with grants & donations made.

## Section F Other optional information

With the continued pandemic restrictions the decision was made to close our physical office due to multi occupancy with other businesses and to reduce the costs. We therefore switched to a virtual office for business services and allowed our part time employee to be able to work from home. This is proving to be very effective in saving costs overall and will more than likely continue for the foreseeable future.

## Section G Declaration


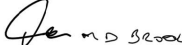
The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

Full Name(s)

Position (e.g. secretary, chair, etc)

	Bryndon Hughes	Chair
MARK SROOK		Trustee

Date

14th February 2022

**PC NICOLA HUGHES MEMORIAL FUND**  
**(a Charitable Incorporated Organisation (“CIO”))**

**TRUSTEES’ REPORT AND ACCOUNTS**

**FOR THE YEAR ENDED 29<sup>TH</sup> APRIL 2021**

**Charity No: 1156398**

**PC NICOLA HUGHES MEMORIAL TRUST – (“the CIO”)**

**REPORT AND ACCOUNTS**

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<b>Statement of Assets and Liabilities</b>	<b>6</b>

# PC NICOLA HUGHES MEMORIAL TRUST – (“the CIO”)

## TRUSTEES’ REPORT

### FOR THE YEAR ENDED 29<sup>th</sup> APRIL 2021

The Trustees present their report and accounts for the period ended 29th April 2021.

#### REFERENCE AND ADMINISTRATIVE DETAILS

**Charity name:** PC Nicola Hughes Memorial Trust

**Registered charity number:** 1156398

**Charity’s principal address:** Saddleworth Business Centre,  
Huddersfield Road,  
Delph  
Oldham  
OL3 5DF.

#### Trustees:

B Hughes - Chair

M Brook

S Walker

#### STRUCTURE, GOVERNANCE AND MANAGEMENT

##### Governing Document and Constitution

The Charity is a Charitable Incorporated Organisation (CIO).

The Charity is governed by its Constitution which sets out the objects and powers of the charity and governs the actions of the Trustees.

It was as registered as a charity with the Charity Commission on 27<sup>th</sup> March 2014.

##### Trustees recruitment and appointment

The Charity must have a least 3 Trustees with a maximum number of 12.

Apart from the first Trustees, every Trustee must be appointed by a resolution passed at a properly convened meeting of the Trustees, and are expected to serve a minimum of 12 months from date of appointment.

In selecting individuals for appointment as charity trustees, the existing Trustees must have regard to the skills, knowledge and experience needed for effective administration of the Charity.

#### OBJECTIVES

The objects of the CIO are for public benefit:

1. to relieve poverty or financial hardship among young people under the age of 21 affected by the death or incapacitation of a close family member as a result of violent crime in particular but not exclusively by providing grants, goods or services to persons in need and and/or charities and/or other organizations working to prevent or relieve poverty;
2. to promote the education (including social and physical training) of people under the age of 21 who are affected by the death or incapacitation of a close family member as a result of violent crime in such ways as the charity trustees think fit, in particular but not exclusively by:
  - a. awarding to such persons, scholarships, maintenance allowances or grants tenable at any university, college or institute of higher or further education;
  - b. providing their education (including the study of music or other arts), to undertake travel in furtherance of that education or to prepare for entry to any occupation, trade or profession on leaving any educational establishment;
  - c. providing grants, goods and/or services to charities and/or other organisations working to promote education.

# PC NICOLA HUGHES MEMORIAL TRUST – (“the CIO”)

## TRUSTEES’ REPORT (Cont/d)

### FOR THE YEAR ENDED 29<sup>th</sup> APRIL 2021

#### ACTIVITIES, ACHIEVEMENTS AND PERFORMANCE

##### Activities undertaken for public benefit include:

- Ongoing support for sports lessons
- Funded school uniform following a referral
- Music Therapy lessons
- Referrals for Duke of Edinburgh equipment funding
- Agricultural College Attendance Support
- Tuition Fee Funding
- Support for individuals taking part in the Duke of Edinburgh scheme

Assistance is provided in the form of securing goods and or services rather than issuing grants to individuals. However, one reimbursement was made to an individual that had paid for clothing due to the urgent need.

Grant making criteria remains the same.

Large number of volunteers still remain active in their fundraising efforts.

Due to the ongoing global pandemic the majority of our events suffered cancellation. We are hopeful that our annual virtual fundraiser, 'Run to Remember' will still take place. Also, we are hopeful that the Berlin marathon (Sept 2021) will go ahead with a large number of our fundraisers taking part.

Our annual Run to Remember continues to attract a hardcore of participants and fundraisers.

As with the rest of the world we have suffered from cancelled events, fundraising and awareness seminars with FLO days. We hopefully will continue to concentrate on promoting our presence around the Family Liaison Officer network in order to generate referrals from bereaved families.

We remain hopeful that the following year will see a return to some form of normality and be able to hold events and promote the charity thus generating referrals for support.

The deficit for the year amounted to £1,575. It is expected that the accumulated funds will continue to be expended on the Charity's activities in the forthcoming year.

#### PUBLIC BENEFIT STATEMENT

The Trustees consider that they have complied with Section 17 of the Charities Act 2011 with regard to the guidance on public benefit published by the Charity Commission.

#### RESERVES POLICY

It is the policy of the Trustees to maintain reserves at levels to cover administrative and medium term project costs. The policy will be reviewed annually by the Trustees.

#### APPROVAL

This report was approved by the Trustees on 14<sup>th</sup> February 2022 and signed on its behalf.

**B HUGHES  
TRUSTEE**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
PC NICOLA HUGHES MEMORIAL TRUST – (“the CIO”)**

I report to the trustees on my examination of the accounts of the above charity (the “CIO”) for the year ended 29<sup>th</sup> April 2021.

**Responsibilities and basis of report**

As the charity trustees of the CIO you are responsible for the preparation of the accounts in accordance with the requirements of Charities Act 2011 (“the Act”).

I report in respect of my examination of the CIO’s accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

1. accounting records were not kept in accordance with section 130 of the Act or
2. the accounts do not accord with the accounting records.

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

**D R Sefton  
FFA  
139-143 Union Street,  
Oldham,  
Lancashire,  
OL1 1TE**

**Date: 14<sup>th</sup> February 2022**

**PC NICOLA HUGHES MEMORIAL TRUST – (“the CIO”)**

**RECEIPTS AND PAYMENTS ACCOUNTS**

**FOR THE YEAR ENDED 29<sup>th</sup> APRIL 2021**

	<b>2021 Unrestricted funds £</b>	<b>2021 Restricted funds £</b>	<b>2021 Total funds £</b>	<b>2020 Total £</b>
<b>Receipts</b>				
Donations	16,455	-	16,455	87,963
<b>Total receipts</b>	<u>16,455</u>	<u>-</u>	<u>16,455</u>	<u>87,963</u>
<b>Payments</b>				
Bank charges	216	-	216	331
Salary and pension costs	10,928	-	10,928	11,789
Travel expenses	87	-	87	1,346
Telephone	994	-	994	842
Printing, postage and stationery	358	-	358	618
Advertising and sponsorship	-	-	-	500
Rent and premises expenses	2,251	-	2,251	3,935
Other direct charitable expenses	1,323	-	1,323	2,353
Events	723	-	723	8,210
Sundry	1,150	-	1,150	1,598
<b>Total payments</b>	<u>18,030</u>	<u>-</u>	<u>18,030</u>	<u>31,522</u>
<b>Net receipts/(payments)</b>	(1,575)	-	(1,575)	56,441
<b>Cash funds last year</b>	<u>386,802</u>	<u>-</u>	<u>386,802</u>	<u>330,361</u>
<b>Cash funds this year end</b>	<u>385,227</u>	<u>-</u>	<u>385,227</u>	<u>386,802</u>

**PC NICOLA HUGHES MEMORIAL TRUST – (“the CIO”)**

**STATEMENT OF ASSETS AND LIABILITIES AS AT 29<sup>th</sup> April 2021**

	<b>2021</b>	<b>2021</b>	<b>2021</b>	<b>2020</b>
	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>	<b>Total</b>
	<b>funds</b>	<b>funds</b>	<b>funds</b>	
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Cash funds</b>				
Cash at bank	385,227	-	385,227	386,802
	<hr/>	<hr/>	<hr/>	<hr/>
	385,227	-	385,227	386,802
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

These accounts were approved by the Trustees on 14<sup>th</sup> February 2022 and were signed on their behalf by:

..... **B HUGHES**

..... **M BROOK**