

LEST WE FORGET ASSOCIATION

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST DECEMBER 2022

**DHL Accountancy Services Limited
Chartered Accountants
30 Willowbank Gardens
Tadworth
Surrey KT20 5DS**

LEST WE FORGET ASSOCIATION
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST DECEMBER 2022

The Trustees present their report and the financial statements for the year ended 31st December 2022.

REFERENCE AND ADMINISTRATIVE INFORMATION

REGISTERED CHARITY NO. 1162122

PRINCIPAL ADDRESS 5B Longdown Road
Epsom
Surrey KT17 3PT

The Trustees who served throughout the year were:-

Mr S.J. Boynton
Mr J.F. Edwards
Mr L.J. Gannon
Mr N. Karonias
Mr A. Lenton
Mr N.C. Simmons
Mr B. Turner

Mr A. Lenton serves as Chairman of Trustees and administrator of the Charity.

PROFESSIONAL ADVISORS

Bankers	CAF Bank 25 Kings Hill Avenue West Malling Kent ME19 4TA
Independent examiner	D.H. Lane FCA DHL Accountancy Services Limited Chartered Accountants 30 Willowbank Gardens Tadworth Surrey KT20 5DS
Investment managers	Rathbone Investment Management Ltd 8 Finsbury Circus London EC2M 7AZ

LEST WE FORGET ASSOCIATION
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST DECEMBER 2022
(continued)

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Association is a Charitable Incorporated Organisation governed by a Constitution dated 28th May 2015. The Association was registered with the Charity Commission on 12th June 2015 and at that date took over the assets, liabilities and operation of the Lest We Forget Association (Epsom Branch), which was previously registered with the Charity Commission (No 200390), when that entity was dissolved.

All operational matters are handled by the Trustees, who do not receive any remuneration.

New Trustees are provided with a copy of the governing documents, copies of recent minutes and other documents which might be helpful as well as a preliminary briefing by the Chairman. At the first meeting attended by a new Trustee, an updated briefing is provided and there is an opportunity to ask questions about the Trust's activities. Charity Commission newsletters are available to all Trustees and the Chairman provides briefings from time to time on the responsibilities of Trustees.

RISK MANAGEMENT

The Trustees have reviewed the major operational risks which the charity faces and confirm that systems have been put into place to mitigate those risks.

INVESTMENT POWERS

The Constitution authorises the Trustees to make and hold investments using the funds of the Charity.

The Trustees have appointed a firm of professional investment managers to manage the portfolio of investments with an agreed set of guidelines in terms of investment risk profile and investment return expectations. Regular meetings are held between the Trustees and the investment managers.

OBJECTS AND ACTIVITIES

Since its formation in 1922, the Association has respected its original remit with regard to the Veteran community by offering support and entertainment. This has traditionally been for serving, or for those who have served in the Armed Forces and the Merchant Navy and, in particular, those who are disabled.

One category, not considered when the Association was formed, concerns the children of bereaved Service families, where the loss of a parent can have a devastating effect on a young life.

We aim to offer support wherever we can, and our efforts during the year help many Veterans, as well as children.

It is pointed out that the Association is an entirely voluntary organisation, with no paid officials and with no premises.

ACHIEVEMENTS, PERFORMANCE AND FINANCIAL REVIEW

Although the Covid Pandemic is now over, there are still lingering restrictions which make some Veteran organisations reluctant to benefit fully from all that we offer.

LEST WE FORGET ASSOCIATION
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST DECEMBER 2022
(continued)

ACHIEVEMENTS, PERFORMANCE AND FINANCIAL REVIEW *(continued)*

However, during the year we were able to organise 192 in-house concerts. These are very much in demand and from all the feedback we receive, they are so much appreciated.

Although we aim to provide some 38 river trips during the season, 2022 turned out to be a disaster in this respect, as the boat spent several months in dock for major repairs. We managed but 12 trips in all.

The Wimbledon Championships were a nightmare, inasmuch that tickets were only received a few days (instead of weeks) beforehand. It was a thankless task to prepare and deliver them in such a rush.

Perhaps our most satisfying effort during the year was to provide funding for bereaved Service children to participate in the Remembrance Parade in November.

During the year we received income of £245,924 (2021 - 246,267) and incurred expenses of £254,810 (2021 - £205,858). At the end of the year, the Fund value was £9,162,268 (2021 - £10,695,009).

Despite the volatility of investment markets, the investments generate sufficient income for our spending purposes without the need to drawdown on the capital which mitigates the investment risk.

RESERVES POLICY

We do not draw down on our capital, thus ensuring that the income generated is used to fund our Grants and Donations, as well as ensuring the financial stability and the continuation of the Association for many years to come.

PLANS FOR THE FUTURE

We plan to continue our support for the Veteran community in the same manner as at present, as well as considering all new demands for support.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

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

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial period which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;

LEST WE FORGET ASSOCIATION
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST DECEMBER 2022
(continued)

STATEMENT OF TRUSTEES' RESPONSIBILITIES *(continued)*

- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

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

PUBLIC BENEFIT REQUIREMENT

The Trustees have complied with the duty in Section 17(5) of the Charities Act 2011 to have due regard to guidance published by the Charity Commission concerning the public benefit requirement.

APPROVAL

The Report of the Trustees was approved by the Board of Trustees on 15th June 2023 and signed on its behalf by:-

A. Lenton
Trustee

INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF
LEST WE FORGET ASSOCIATION

I report to the Trustees on my examination of the accounts of the Lest We Forget Association ('the Charity') for the year ended 31st December 2022, which are set out on pages 6 to 11.

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 Act').

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

Independent examiner's statement

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 other than any requirement the 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.H. Lane FCA
DHL Accountancy Services Limited
Chartered Accountants
30 Willowbank Gardens
Tadworth
Surrey KT20 5DS

15th June 2023

LEST WE FORGET ASSOCIATION
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST DECEMBER 2022

UNRESTRICTED FUND

	<u>Notes</u>	<u>2022</u> £	<u>2021</u> £
INCOME			
Donations and legacies			
Donations		11,213	34,903
Legacies		15,000	31,500
Investments			
Income from investment portfolio	3	218,243	176,201
Bank interest		20	-
Other activities			
Royalties		<u>1,448</u>	<u>3,663</u>
TOTAL INCOME		<u>245,924</u>	<u>246,267</u>
EXPENDITURE			
Raising funds			
Investment management fees		54,424	53,483
Charitable activities	4	<u>200,386</u>	<u>152,375</u>
TOTAL EXPENDITURE		<u>254,810</u>	<u>205,858</u>
NET INCOME/(EXPENDITURE)		(8,886)	40,409
Investment gains/(losses)		(1,523,855)	<u>1,338,240</u>
NET MOVEMENT IN FUND		(1,532,741)	1,378,649
Fund balance brought forward		<u>10,695,009</u>	<u>9,316,360</u>
FUND BALANCE CARRIED FORWARD		<u>9,162,268</u>	<u>10,695,009</u>

LEST WE FORGET ASSOCIATION
STATEMENT OF FINANCIAL POSITION
31ST DECEMBER 2022

	<u>Notes</u>	<u>2022</u>	<u>2021</u>
			£ £
FIXED ASSETS			
Investments	5	8,934,198	10,623,357
CURRENT ASSETS			
Debtors	6	45,309	30,658
Investments	7	179,367	19,546
Cash at bank		<u>19,590</u>	<u>36,696</u>
		244,266	86,900
CREDITORS: amounts falling due within one year	8	<u>16,196</u>	<u>15,248</u>
NET CURRENT ASSETS		<u>228,070</u>	<u>71,652</u>
NET ASSETS		9,162,268 =====	10,695,009 =====
 ACCUMULATED FUND		 9,162,268 =====	 10,695,009 =====

The financial statements were approved by the Board of Trustees
on 15th June 2023 and signed on its behalf by:-

A. Lenton - Trustee

LEST WE FORGET ASSOCIATION
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2022

1. GENERAL INFORMATION

The Lest We Forget Association is a Charitable Incorporated Association and is registered with the Charity Commission for England and Wales. The registered address of the charity is 5B, Longdown Road, Epsom, Surrey, KT17 3PT.

2. ACCOUNTING POLICIES

Accounting basis

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note to these accounts.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) effective January 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The Charity constitutes a public benefit entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the entity.

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

Exemption from preparing a cash flow statement

The charity is a small charity and has utilised the small entity exemption from producing a statement of cash flows.

Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Fixed asset investments

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the Statement of Financial Position date using the closing quoted market price. The Statement of Financial Activities includes the net gains and losses arising on revaluation and disposals throughout the year.

The Charity does not acquire put options, derivatives or other complex financial instruments.

The main form of financial risk faced by the Charity is that of volatility in equity markets and investment markets due to wider economic conditions, the attitude of investors to investment risk, and changes in sentiment concerning equities and within particular sectors or sub sectors.

LEST WE FORGET ASSOCIATION
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2022
(continued)

2. ACCOUNTING POLICIES *(continued)*

Realised gains and losses

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

Income recognition

All incoming resources are recognised in the period in which the Charity is entitled to receipt thereof and the amount can be measured with reasonable certainty.

Royalty income represents the right to receive revenues from a number of unique commemorative products which have much valued by Association supporters and the wider public.

Expenditure recognition

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required, and the amount of the obligation can be measured reliably.

Expenditure on charitable activities includes grants made, governance costs and support costs as shown in note 4.

Grants payable are payments made to third parties in the furtherance of the charitable objects of the Trust.

Fund structure

Unrestricted general funds are available to be used in accordance with the charitable objects at the discretion of the Trustees.

3. PORTFOLIO INCOME

	<u>2022</u>	<u>2021</u>
	£	£
Interest on cash deposits held	2,538	-
Dividends and interest on market securities	<u>215,705</u>	<u>176,201</u>
	218,243	176,201
	=====	=====

LEST WE FORGET ASSOCIATION
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2022
(continued)

4. CHARITABLE EXPENDITURE

	<u>2022</u> £	<u>2021</u> £
Grants to institutions and organisations		
Organised concerts at various residential facilities	76,500	34,050
River Thames Boat Project - river trips	5,006	1,149
Turn to Starboard	15,000	26,750
St David's Home, ???	5,000	-
HorseBack UK	5,000	-
Climb2Recovery	6,800	-
PTSD Resolution	13,880	16,000
Reading Force	10,000	-
Forgotten Veterans UK	14,000	-
The Open University	20,000	18,000
Scotty's Little Soldiers	24,136	12,372
Naval Childrens' Charity	-	10,000
Special Boat Service Association	-	10,000
Support Our Paras	-	10,000
Western Front Way	-	10,000
Sundry small donations	<u>846</u>	<u>300</u>
	196,168	148,621
	=====	=====
Support costs		
Printing, postage, stationery, etc.	1,130	938
	=====	=====
Governance costs		
Independent examiner's fee	2,750	2,500
Insurance - trustee indemnity	<u>338</u>	<u>316</u>
	3,088	2,816
	=====	=====
Total charitable expenditure	200,386	152,375
	=====	=====

The Trustees all give freely their time and expertise without any form of remuneration or other benefit in cash or kind (2021 - £Nil).

Expenses paid to the Trustees in the year totalled £585 (2021 - £565). These expenses were paid to one (2021 - three) Trustee as reimbursement for administration expenses incurred.

LEST WE FORGET ASSOCIATION
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2022
(continued)

5. FIXED ASSET INVESTMENTS

	<u>2022</u> £	<u>2021</u> £
Managed Portfolio		
<i>Market securities</i>		
Market value brought forward	10,503,399	9,081,456
Purchase of securities	4,146,157	2,360,758
Proceeds on disposal of securities	(4,231,105)	(2,277,055)
Net gains/(losses) for the year	(1,523,855)	1,338,240
Market value carried forward	8,894,596	10,503,399
<i>Cash held in portfolio</i>		
Cash balance held by fund managers at year end	<u>39,602</u>	<u>119,958</u>
	8,934,198	10,623,357
	=====	=====

6. DEBTORS

	<u>2022</u> £	<u>2021</u> £
Legacy receivable	45,000	30,000
Accrued income	<u>309</u>	<u>658</u>
	45,309	30,658
	=====	=====

7. CURRENT ASSET INVESTMENTS

	<u>2022</u> £	<u>2021</u> £
Cash held for distribution by fund managers	179,367	19,546
	=====	=====

8. CREDITORS: amounts falling due within one year:

	<u>2022</u> £	<u>2021</u> £
Sundry creditors and accruals	16,196	15,248
	=====	=====

9. RELATED PARTY TRANSACTIONS

There were no related party transactions during the current or previous year.