

Trustees Annual report

Year end December 2022

### Objectives

We are continuing to provide the benefit of the grounds to High Beech inhabitants and the wider community.

We provide facilities for their recreation and good health.

### Activities

We have started to allow the wider community to benefit from the use of the grounds and also a number of other local charities such as Scratching Post, MENCAP and an art group for mental health.

**REPORT OF THE TRUSTEES AND**  
**FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31ST DECEMBER 2022**  
**FOR**  
**THE DON MILLER CHARITABLE TRUST CIO**

Cobbin Floyd Ltd  
Chartered Accountants  
15a Station Road  
Epping  
Essex  
CM16 4HG

**THE DON MILLER CHARITABLE TRUST CIO**

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**FOR THE YEAR ENDED 31ST DECEMBER 2022**

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# **THE DON MILLER CHARITABLE TRUST CIO**

## **REPORT OF THE TRUSTEES** **FOR THE YEAR ENDED 31ST DECEMBER 2022**

The trustees present their report with the financial statements of the charity for the year ended 31st December 2022. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

### **OBJECTIVES AND ACTIVITIES**

#### **Objectives and aims**

The CIO subsists for the benefit of the inhabitants of High Beech and the surrounding area through the provision of facilities for their recreation and good health.

#### **Public benefit**

The trustees have had regard to the Charity Commission's guidance on public benefit.

### **FINANCIAL REVIEW**

#### **Reserves policy**

The nature of the CIO's activities is such that there are fluctuations in its income. The CIO's Reserves Policy is to aim to achieve a position where a cash reserve amounting to no less than 6 months estimated total expenditure is held at each balance sheet date.

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

#### **Governing document**

The CIO is controlled by its governing document and is incorporated as a charitable incorporated organisation.

#### **Recruitment and appointment of new trustees**

New trustees are selected on their ability to improve the operation of the CIO irrespective of their gender, age, religious or sexual orientation or background.

#### **Induction and training of new trustees**

New trustees are fully briefed on the charities activities, constitution and management before being able to undertake their role.

#### **Risk management**

The trustees seek to identify and review the risks to which the CIO is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

### **REFERENCE AND ADMINISTRATIVE DETAILS**

#### **Registered Charity number**

1162612

#### **Principal address**

Gardens of Hanbury  
2 Pynest Green Lane  
Waltham Abbey  
Essex  
EN9 3QL

#### **Trustees**

J Smith  
Mrs C Mead (resigned 13.1.23)  
D Miller

#### **Independent Examiner**

Cobbin Floyd Ltd  
Chartered Accountants  
15a Station Road  
Epping  
Essex  
CM16 4HG

**THE DON MILLER CHARITABLE TRUST CIO**

**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31ST DECEMBER 2022**

Approved by order of the board of trustees on ..... and signed on its behalf by:

.....  
D Miller - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
THE DON MILLER CHARITABLE TRUST CIO**

**Independent examiner's report to the trustees of The Don Miller Charitable Trust CIO**

I report to the charity trustees on my examination of the accounts of The Don Miller Charitable Trust CIO (the Trust) for the year ended 31st December 2022.

**Responsibilities and basis of report**

As the charity trustees of the Trust 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 Trust's accounts carried out under Section 145 of the 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 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 Trust 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.

Natalie Floyd, ACA

Cobbin Floyd Ltd  
Chartered Accountants  
15a Station Road  
Epping  
Essex  
CM16 4HG

Date: .....

**THE DON MILLER CHARITABLE TRUST CIO**

**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31ST DECEMBER 2022**

	Notes	2022 Unrestricted fund £	2021 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies		14,270	79,089
Investment income	2	59,178	42,060
Other income		-	23,420
<b>Total</b>		<b>73,448</b>	<b>144,569</b>
 <b>EXPENDITURE ON</b>			
Investment management costs		32,702	93,594
 <b>Charitable activities</b>			
General activities		91,207	96,633
<b>Total</b>		<b>123,909</b>	<b>190,227</b>
 <b>NET INCOME/(EXPENDITURE)</b>		<b>(50,461)</b>	<b>(45,658)</b>
 <b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward		2,237,636	2,283,294
 <b>TOTAL FUNDS CARRIED FORWARD</b>		<b>2,187,175</b>	<b>2,237,636</b>

The notes form part of these financial statements

**THE DON MILLER CHARITABLE TRUST CIO**

**BALANCE SHEET**  
**31ST DECEMBER 2022**

	Notes	2022 Unrestricted fund £	2021 Total funds £
<b>FIXED ASSETS</b>			
Tangible assets	5	<b>609,743</b>	609,743
Investment property	6	<b>960,000</b>	960,000
		<hr/> <b>1,569,743</b>	<hr/> 1,569,743
<b>CURRENT ASSETS</b>			
Debtors	7	<b>15,323</b>	10,267
Cash at bank		<b>605,007</b>	659,210
		<hr/> <b>620,330</b>	<hr/> 669,477
<b>CREDITORS</b>			
Amounts falling due within one year	8	<b>(2,898)</b>	(1,584)
		<hr/>	<hr/>
<b>NET CURRENT ASSETS</b>		<hr/> <b>617,432</b>	<hr/> 667,893
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<hr/> <b>2,187,175</b>	<hr/> 2,237,636
<b>NET ASSETS</b>		<hr/> <b>2,187,175</b>	<hr/> 2,237,636
<b>FUNDS</b>	9	<hr/> <b>2,187,175</b>	<hr/> 2,237,636
Unrestricted funds		<hr/> <b>2,187,175</b>	<hr/> 2,237,636
<b>TOTAL FUNDS</b>		<hr/> <b>2,187,175</b>	<hr/> 2,237,636

The financial statements were approved by the Board of Trustees and authorised for issue on ..... and were signed on its behalf by:

.....  
D Miller - Trustee



## **THE DON MILLER CHARITABLE TRUST CIO**

### **NOTES TO THE FINANCIAL STATEMENTS** **FOR THE YEAR ENDED 31ST DECEMBER 2022**

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

##### **Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

##### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

##### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

##### **Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

##### **Investment property**

Investment property is shown at most recent valuation. Any aggregate surplus or deficit arising from changes in fair value is recognised in the Statement of Financial Activities.

##### **Taxation**

The charity is exempt from tax on its charitable activities.

##### **Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

##### **Pension costs and other post-retirement benefits**

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

**THE DON MILLER CHARITABLE TRUST CIO**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31ST DECEMBER 2022**

**2. INVESTMENT INCOME**

	<b>2022</b>	2021
	<b>£</b>	£
Rents received	<b>59,178</b>	42,060
	<u><u>59,178</u></u>	<u><u>42,060</u></u>

**3. TRUSTEES' REMUNERATION AND BENEFITS**

	<b>2022</b>	2021
	<b>£</b>	£
Trustees' salaries	<b>36,400</b>	38,600
Trustees' social security	-	89
Trustees' pension contributions to defined benefit schemes	<b>1,098</b>	1,158
	<u><u>37,498</u></u>	<u><u>39,847</u></u>

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31st December 2022 nor for the year ended 31st December 2021.

**4. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted fund £
<b>INCOME AND ENDOWMENTS FROM</b>	
Donations and legacies	79,089
Investment income	42,060
Other income	23,420
<b>Total</b>	<u>144,569</u>
<b>EXPENDITURE ON</b>	
Investment management costs	93,594
<b>Charitable activities</b>	
General activities	96,633
<b>Total</b>	<u>190,227</u>
<b>NET INCOME/(EXPENDITURE)</b>	(45,658)
<b>RECONCILIATION OF FUNDS</b>	
Total funds brought forward	2,283,294
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u><u>2,237,636</u></u>

**THE DON MILLER CHARITABLE TRUST CIO**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31ST DECEMBER 2022**

**5. TANGIBLE FIXED ASSETS**

Freehold  
property  
£

**COST**

At 1st January 2022 and 31st December 2022

**609,743**

**NET BOOK VALUE**

At 31st December 2022

**609,743**

At 31st December 2021

609,743

**6. INVESTMENT PROPERTY**

£

**FAIR VALUE**

At 1st January 2022  
and 31st December 2022

**960,000**

**NET BOOK VALUE**

At 31st December 2022

**960,000**

At 31st December 2021

960,000

**7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

**2022**

**2021**

£

£

Other debtors

**13,500**

6,702

Prepayments

**1,823**

3,565

**15,323**

10,267

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

**2022**

**2021**

£

£

Other creditors

**2,898**

1,584

**9. MOVEMENT IN FUNDS**

Net  
movement  
in funds  
£

At 1.1.22  
£

At  
31.12.22  
£

**Unrestricted funds**

General fund

**2,237,636**

**(50,461)**

**2,187,175**

**TOTAL FUNDS**

**2,237,636**

**(50,461)**

**2,187,175**

**THE DON MILLER CHARITABLE TRUST CIO**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31ST DECEMBER 2022**

**9. MOVEMENT IN FUNDS - continued**

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	73,448	(123,909)	(50,461)
<b>TOTAL FUNDS</b>	<u>73,448</u>	<u>(123,909)</u>	<u>(50,461)</u>

**Comparatives for movement in funds**

	At 1.1.21 £	Net movement in funds £	At 31.12.21 £
<b>Unrestricted funds</b>			
General fund	2,283,294	(45,658)	2,237,636
<b>TOTAL FUNDS</b>	<u>2,283,294</u>	<u>(45,658)</u>	<u>2,237,636</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	144,569	(190,227)	(45,658)
<b>TOTAL FUNDS</b>	<u>144,569</u>	<u>(190,227)</u>	<u>(45,658)</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.1.21 £	Net movement in funds £	At 31.12.22 £
<b>Unrestricted funds</b>			
General fund	2,283,294	(96,119)	2,187,175
<b>TOTAL FUNDS</b>	<u>2,283,294</u>	<u>(96,119)</u>	<u>2,187,175</u>

**THE DON MILLER CHARITABLE TRUST CIO**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31ST DECEMBER 2022**

**9. MOVEMENT IN FUNDS - continued**

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	218,017	(314,136)	(96,119)
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>218,017</u>	<u>(314,136)</u>	<u>(96,119)</u>

**10. RELATED PARTY DISCLOSURES**

Don Miller, a trustee of the CIO owes £1,584.68 (2021 - £1,584.68) to the CIO at the balance sheet date.

**THE DON MILLER CHARITABLE TRUST CIO**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31ST DECEMBER 2022**

	2022 £	2021 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Gifts	14,270	79,089
<b>Investment income</b>		
Rents received	59,178	42,060
<b>Other income</b>		
Coronavirus Job Retention Scheme Grants	-	23,420
<b>Total incoming resources</b>	<b>73,448</b>	<b>144,569</b>
<b>EXPENDITURE</b>		
<b>Raising donations and legacies</b>		
Property repairs	32,702	93,594
<b>Charitable activities</b>		
Trustees' salaries	36,400	38,600
Trustees' social security	-	89
Trustees' pension contributions	1,098	1,158
Salaries and national insurance	34,140	43,472
Rates and water	1,710	1,657
Light and heat	4,328	2,884
Telephone	1,619	1,233
Postage and stationery	490	668
Sundries	2,878	297
Travel	487	528
Computer consumables and software	2,107	1,767
Advertising	675	-
	<b>85,932</b>	<b>92,353</b>
<b>Support costs</b>		
<b>Other</b>		
Insurance	2,542	2,365
<b>Governance costs</b>		
Accountancy and legal fees	2,733	1,915
<b>Total resources expended</b>	<b>123,909</b>	<b>190,227</b>
<b>Net expenditure</b>	<b>(50,461)</b>	<b>(45,658)</b>

This page does not form part of the statutory financial statements

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
THE DON MILLER CHARITABLE TRUST CIO**

**Independent examiner's report to the trustees of The Don Miller Charitable Trust CIO**

I report to the charity trustees on my examination of the accounts of The Don Miller Charitable Trust CIO (the Trust) for the year ended 31st December 2022.

**Responsibilities and basis of report**

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**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:

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2. the accounts do not accord with those records; or
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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.

Natalie Floyd, ACA  
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Date: .....  
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