

JAMES MARSHALL FOUNDATION CIO

England & Wales · Charity number 1181004

Details

Other names JAMES MARSHALL FOUNDATION

Status Registered

Legal form CIO

Registered 2018-12-05

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

Contact

Address Unit 6
17 Leyton Road
Harpenden
AL5 2HY

Phone 01582760735

Email office@jamesmarshallfoundation.co.uk

Website www.jamesmarshallfoundation.co.uk

Activities

Objects: To advance in life young people living in Harpenden, Wheathampstead, Redbourn, Markyate, Flamstead, Kimpton and East Hyde, who are under the age of 25 and in financial hardship by the provision of grants to assist with their education and career development with priority given to those aged 16 and over. In exceptional circumstances if necessary, priority will be given to those applicants living in Harpenden and Wheathampstead. '

Activities: To advance in life young people living in Harpenden, Wheathampstead, Redbourn, Kimpton, Flamstead and Markyate who are under the age of 25 and in financial hardship by the provision of grants to assist with their education and career development.

Classification

- **How:** Makes Grants To Individuals
- **What:** Education/training
- **Who:** Children/young People

Geography

- **Area of benefit:** HARPENDEN, WHEATHAMPSTEAD, REDBOURN, MARKYATE, FLAMSTEAD, KIMPTON AND EAST HYDE
- Hertfordshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£442,281	£311,169	-	-
2024-03-31	£436,886	£424,592	-	-
2023-03-31	£411,416	£432,266	-	-
2022-03-31	£390,624	£259,964	-	-
2021-03-31	£376,936	£253,563	-	-

Trustees

Name	Role	Appointed
Victoria Elizabeth Finnemore	Chair	2023-09-04
Adam James Shapton		2023-09-04
Andrew John Large		2019-01-29
Janet Dyson		2023-09-04
Joanna Mary Rickard		2023-09-04
Jonathan Marcus Robert Finch		2019-01-29
Keith Andrews		2019-05-08
Nigel Richard Herbert Wallis		2024-01-09
Robert James Pryn		2020-09-08

JAMES MARSHALL FOUNDATION CIO

England & Wales - Charity number 1181004

Accounts

JAMES MARSHALL FOUNDATION CIO

TRUSTEES' ANNUAL REPORT AND AUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2025

JAMES MARSHALL FOUNDATION CIO
ANNUAL REPORT AND AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

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JAMES MARSHALL FOUNDATION CIO

REFERENCE AND ADMINISTRATIVE INFORMATION

Trustees for the year ended 31 March 2025

CHAIR OF TRUSTEES	Mr. K. Andrews
VICE-CHAIR OF TRUSTEES	Ms. A. Davies - resigned on 17 January 2025 Mr J.M.R Finch
TRUSTEES	Ms. J. Dyson Ms. V. Finnemore Mr. A. J. Large Mr. R. J. Pryn Ms. J. Rickard Mr. A. Shapton Mr. N. Wallis
EMAIL	office@jamesmarshallfoundation.co.uk
WEBSITE	www.jamesmarshallfoundation.co.uk
CHARITY REGISTRATION NUMBER	1181004
COMPANY NUMBER	CE015811

JAMES MARSHALL FOUNDATION CIO

Advisors for the year ended 31 March 2025

OFFICE

Unit 6, 17 Leyton Road
Harpenden
Hertfordshire AL5 2HY

ADMINISTRATION Charity Director
Foundation Associates

Mrs. P. Whiting
Mr. N. Hodgins
Ms. F. Brown
Ms. A. Letcher

AUDITOR

Mercer & Hole LLP
72 London Road
St Albans
Hertfordshire AL1 1NS

SOLICITOR

S A Law LLP
Gladstone Place
36-38 Upper Marlborough Road
St Albans
Hertfordshire AL1 3UU

Veale Wasbrough Vizards LLP
45 Clarendon Road
Watford
Hertfordshire WD17 1SZ

BANKER

CAF Bank Ltd
25 Kings Hill Avenue
Kings Hill
West Malling
Kent ME19 4JQ

PROPERTY MANAGEMENT

HO2 (Brighton) Ltd
Suite G, Pavilion House West
King Business Centre
Sayers Common
East Sussex BN6 9LS

BUILDING SURVEYOR

Evans & Crawley
Bridge House
Water Meadow
Chesham
Buckinghamshire HP5 1LF

JAMES MARSHALL FOUNDATION CIO
REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

The Trustees present their annual report and financial statements of the charitable incorporated organisation for the year ended 31 March 2025. The financial statements have been prepared in accordance with the accounting policies set out in Note 1 to the financial statements and comply with the constitution of the Foundation when the entity was established on 5 December 2018 (26 September 2022 revision), the Charities Act 2011, and the Charities Statement of Recommended Practice ("Charities SORP") applicable to Charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) second edition issued in October 2019.

Structure

James Marshall Foundation CIO is a charitable incorporated organisation with registered number 1181004. It was incorporated on 5 December 2018 as the successor entity to James Marshall Foundation, a Charity with registration number 312127 established by the Will of Mr James Marshall dated 30 December 1719 and bequeathed on his death in 1722. James Marshall Foundation ceased operating on 31 March 2019 and the assets and operations were transferred to James Marshall Foundation CIO on 1 April 2019. The remit of the charitable incorporated organisation remained the same, but transferring the assets and operations into this structure facilitated better governance and provided greater protection over sustainability of the Charity.

Objectives and activities for the public benefit

The purpose of James Marshall Foundation CIO is to advance in life young people living in Harpenden, Wheathampstead, Kimpton, Redbourn, Flamstead and Markyate who are under the age of 25 and in financial hardship by the provision of grants to assist with their education and career development. To fulfil that purpose, the Foundation awards grants towards the cost of items/activities including:

- Travel and equipment for work including apprenticeships
- Accommodation, equipment, travel for diplomas, degrees and postgraduate degrees
- Further educational courses and career development opportunities
- Residential school trips, school uniform and laptops
- Extra-curricular activities such as music and sport

In setting the aims and objectives together with planning the future activities, the Trustees have given careful consideration to the Charity Commission's general guidance on public benefit and in particular to its supplementary public benefit guidance on advancing education. Grants are awarded to individuals in the local community who meet the eligibility criteria. These grants provide opportunities to young people where, without such funding, the financial cost would be a barrier. In this way, the Foundation is able to make a difference to the circumstances of its beneficiaries in assisting to develop their career or enrich their educational experience.

Investment, policy and performance

The financial objective of the Foundation is to at least maintain the real value of the assets whilst generating a stable and sustainable return to fund grant making. The Endowment Fund comprises investment properties and long term financial investments in pooled funds (invested primarily in equities) managed by an independent advisor. The assets of the Endowment Fund are held for the purpose of generating income for the Unrestricted Fund, from which the grants are paid. In recent years there has been considerable economic volatility and high inflation which has affected asset values, however, the investments are held for the long term and have continued to generate a strong income stream.

The property portfolio was professionally valued at 31 March 2021 for inclusion in the Foundation's accounts by Mr. R. Hayler FRICS, Registered Valuer of HO2 (Brighton) Limited, Chartered Surveyors, at £5,300,000. The Trustees have performed an internal valuation of the property portfolio at 31 March 2025, considering the following relevant factors:

- All rent relating to the financial year was received.
- There is diversification across the portfolio, with tenants from different sectors, which lessens the effect of specific fluctuations relevant to one sector.

JAMES MARSHALL FOUNDATION CIO
REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

- The Trustees have commissioned a series of property inspections in recent years which have supported the fact that the properties are in a good state of repair.
- The properties are all held for the long term and the Trustees currently have no intention to dispose of any property.

The Trustees have reviewed the commercial property investments held in the Endowment Fund to ensure they are appropriate to deliver the objective of maintaining the real value over the longer term and generating a return for distribution. Medium term plans have been developed for each property. The Trustees confirm that maintaining the overall market value at £5,300,000 is reasonable, however they are aware of the additional uncertainties around this valuation due to the difficult economic conditions. The next independent valuation is due at 31 March 2026.

Risk management

The principal risks faced by the Foundation are vacant periods in rental income, unpaid rent, unexpected repair & maintenance costs and losses crystallising on the sale of long term investments. The Trustees have a risk management strategy which comprises a regular review of the major risks which the Foundation faces and the establishment of systems and procedures to identify those risks. This enables the Trustees to implement required actions to minimise any potential impact on the Foundation. It is acknowledged, however, that no system of internal control can provide assurance that all risk has been eliminated.

Reserves policy

The Foundation has net current assets in its Unrestricted Fund amounting to £1,150,489 at 31 March 2025 (2024: £1,035,690). Reserves are required to meet the costs of potential vacant periods, repairs & maintenance costs, any losses crystallised on the sale of property and generally to safeguard the Foundation financially. In addition, it is recognised that as the Endowment Fund is primarily invested in property, reserves are also need to be available to capitalise on development opportunities, which will assist to maintain the real value of the permanent endowment over time. The Foundation has net assets in its Endowment Fund of £6,112,947 at 31 March 2025 (2024: £6,152,599).

Review of performance

During the year 847 (2024:862) grants were awarded and a breakdown of the categories of grants was:

	<u>Year ended 31 March 2025</u>	<u>Year ended 31 March 2024</u>
Degree & postgraduate degree	23	38
Diploma & educational course	5	8
Computer/Digital device	79	126
School uniform	298	316
Extra-curricular including music, drama and sport	231	145
Scouts & Guide camps/Duke of Edinburgh expeditions	22	13
Residential school trips	184	189
Educational or work-related equipment	5	27
Total	847	862

The total value of grants awarded was £191,333 (2024: £239,248). There were also grants outstanding for awards in the previous year of £23,308 (2024: £29,284) unpaid at 31 March 2025, mainly due to cancellations or costs being less than originally anticipated. A detailed review of the effect of different grant awards and the associated outcomes has been performed. This has led to some minor refinements of grant offerings with a focus on those which are considered to have the most positive influence on an individual's potential.

Fundraising

The Trustees were delighted that the Foundation was selected as the October 2024 - September 2025 Captains' Charity for Harpenden Golf Club and this Club has kindly initiated a campaign/programme of events to raise donations for the charity, which will primarily be received in October 2025. A one-off donation of £7,500 was also received during the year from the Orr Mackintosh Foundation Ltd, known as Sharegift, following a suggestion by one of its donors.

JAMES MARSHALL FOUNDATION CIO
REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

Financial review

The Foundation's principal sources of funding are rental income from commercial properties and dividend income from financial investments. The income received supports the grant making each year and grants are only awarded if the income is available. During the year the Foundation received a total of income of £442,281 (2024: £436,886) of which £398,047 (2024: £382,225) was for property income. Property expenditure and costs totalled £59,848 (2024: £133,483 - including an exceptional item of £60,000 referred to below) being a return on the fair value of the properties of 6.4% (2024: 4.7%). Of the available income after all costs of £299,137 (2024: £222,258), grants were awarded of £191,333 (2024: £239,248). In addition, there were grants outstanding for awards in earlier years unpaid at 31 March 2025 of £23,308 (2024: £29,284) which were cancelled. The surplus in income after allocation of the devaluation of investment of £16,313 (2024: revaluation of £70,728) has been added to the Unrestricted Fund. A property repair matter is now completed and the total costs should be within the provision of £60,000 that was set aside at 31 March 2024 for the remedial work required. £15,000 of that provision remains at 31 March 2025 to cover the final costs. The Trustees are comfortable that there will be no longer term impairment to the value of the property.

Plans for the future

James Marshall Foundation CIO is a lasting testimony to the generosity of James Marshall. The Foundation is expected to exist in perpetuity and investments are managed to ensure this sustainability. The Trustees are aware of need to assist both current and future beneficiaries and maintain an appropriate balance.

Governance and management

The Board of Trustees consists of up to ten Trustees who should live in the catchment area of the Charity. Trustees attend approximately four Board meetings a year. There are four Committees of the Board: Grant Awarding, Finance & Operations, Property & Investment and External Engagement. These Committees meet regularly during the year. The Foundation has been awarded the Charity Excellence Framework Quality Mark, acknowledging the attention given to effective governance and management.

Trustee appointment, induction and training

When a vacancy for a Trustee position arises, the Foundation advertises widely in both local publications and websites and with appropriate national organisations. The vacancies are also highlighted in social media postings. The applicants are then shortlisted and a number invited to an interview to meet with a panel of Trustees. The selected candidates are then endorsed by the full Board. The standard term of office is three years and a Trustee may only be reappointed after nine years under exceptional circumstances. Trustees sign a Declaration of Acceptance of Office when appointed or re-appointed. On election as a Trustee, an individual assumes a number of responsibilities. Trustees are reminded that they are accountable in law for the good governance of the Foundation and all new Trustees receive a thorough induction. Trustees are requested to complete training courses as required to update and develop their skills. Decisions relating to the structure of the Charity, policies and procedures and the management of the Foundation's assets are made by the Board of Trustees after taking professional advice where appropriate. All Trustees give of their time freely and no Trustee remuneration was paid in the year.

Key personnel

The day to day operations of the Foundation are managed by the Charity Director assisted by three Foundation Associates. They provide support and information to the Board and Committees, implement the decisions, ensure legal and regulatory compliance including preparing appropriate risk assessments and maintaining accurate financial records. They work with professional advisers and other organisations. The team manages the grant awarding process from the initial enquiry through to making grant payments. All members of staff work on a part-time basis.

Website and social media

The charity's website, www.jamesmarshallfoundation.co.uk, was refreshed during the year and provides information and supplies details of the types of grants awarded by the Foundation, whilst also containing a link to the online application form. The Foundation also has a social media presence with LinkedIn, Facebook and Twitter accounts (handle @jmf1722) to promote greater awareness amongst the local community.

JAMES MARSHALL FOUNDATION CIO
REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

Trustees' responsibilities in relation to the financial statements

The Charity Trustees are responsible for preparing the Trustees' annual report and 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 and Wales requires the charity Trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the Charity and of the incoming resources and application of resources, of the Charity for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the applicable Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in 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 applicable Charities (Accounts and Reports) Regulations and the provisions of the Constitution. They are also responsible for safeguarding the assets of the Charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

Auditors

Mercer & Hole LLP were appointed for the year ending on 31 March 2026.

Approved by the Trustees on 16 June 2025

and signed on their behalf by:

Unit 6, 17 Leyton Road
Harpenden
Hertfordshire AL5 2HY



Mr. K Andrews
Chair of Trustees

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF JAMES MARSHALL FOUNDATION CIO

Opinion

We have audited the financial statements of James Marshall Foundation CIO (the 'charity') for the year ended 31 March 2025 which comprise Statement of Financial Activities, Balance Sheet and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2025, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

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

Conclusions relating to going concern

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

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

Other information

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

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

We have nothing to report in this regard.

Matters on which we are required to report by exception

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

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

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement 6, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

Auditor responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

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

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

- discussions with management, including considerations of known or suspected instances of non-compliance with laws and regulations and fraud;
- evaluation of the operating effectiveness of management's controls designed to prevent and detect irregularities;
- Identifying and testing journal entries.


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

A further description of our responsibilities is available on the FRC's website at <https://www.frc.org.uk/auditors/audit-assurance/auditor-s-responsibilities-for-the-audit-of-the-fi/description-of-the-auditor%E2%80%99s-responsibilities-for>. This description forms part of our auditor's report.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.


Jolene Upshall FCA
Mercer & Hole LLP
72 London Road
St Albans
Hertfordshire, AL1 1NS

Date... 16/6/25

JAMES MARSHALL FOUNDATION CIO
STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2025

	<u>Notes</u>	<u>Unrestricted Funds 2025 £</u>	<u>Endowment Funds 2025 £</u>	<u>Total Funds 2025 £</u>	<u>Prior Year Funds 2024 £</u>
Income					
Donations	4	8,539	0	8,539	150
Investment income					
Property income - Rent		355,447	0	355,447	332,837
Commission		3,293	0	3,293	3,846
Recoverable costs - Insurance		25,535	0	25,535	25,587
Grounds maintenance		2,250	0	2,250	2,250
Service charges		11,522	0	11,522	17,705
Dividends and interest	5	35,695	0	35,695	54,511
Total Income		<u>442,281</u>	<u>0</u>	<u>442,281</u>	<u>436,886</u>
Expenditure					
Costs of generating funds					
Property expenditure	6	37,595	0	37,595	95,261
Property management	7	21,446	0	21,446	37,439
Investment management	8	807	0	807	783
		<u>59,848</u>	<u>0</u>	<u>59,848</u>	<u>133,483</u>
Expenditure on charitable activities					
Grants awarded to individuals in the year	9	191,333	0	191,333	239,248
Grants for awards in earlier years		-23,308	0	-23,308	-29,284
		<u>168,025</u>	<u>0</u>	<u>168,025</u>	<u>209,964</u>
Office expenses related to grant awarding	8	54,054	0	54,054	51,656
Support costs	10	29,242	0	29,242	29,489
		<u>251,321</u>	<u>0</u>	<u>251,321</u>	<u>291,109</u>
Total expenditure		<u>311,169</u>	<u>0</u>	<u>311,169</u>	<u>424,592</u>
Net income and net movement in funds					
before gains and losses on investments		131,112	0	131,112	12,294
Surplus/deficit on revaluation of investments	14	-16,313	-39,652	-55,965	141,516
		<u>114,799</u>	<u>-39,652</u>	<u>75,147</u>	<u>153,810</u>
NET MOVEMENT IN FUNDS FOR THE YEAR					
Funds at 1 April 2024		1,035,690	6,152,599	7,188,289	7,034,479
Funds at 31 March 2025		<u>1,150,489</u>	<u>6,112,947</u>	<u>7,263,436</u>	<u>7,188,289</u>

The Statement of Financial Activities includes all gains and losses recognised in the year.
All incoming resources and resources expended derive from continuing activities.

JAMES MARSHALL FOUNDATION CIO
BALANCE SHEET AT 31 MARCH 2025

	Notes	<u>2025</u>		<u>2024</u>	
		£	£	£	£
FIXED ASSETS					
Investment properties	13	5,300,000		5,300,000	
Investments	14	1,636,807		1,692,772	
Tangible fixed assets	15	<u>0</u>		<u>944</u>	
Total fixed assets			6,936,807		6,993,716
CURRENT ASSETS					
Debtors and prepayments	16	35,233		30,217	
Short term investments		426,048		364,188	
Cash at bank		<u>15,094</u>		<u>18,346</u>	
Total current assets		<u>476,375</u>		<u>412,751</u>	
LIABILITIES					
Creditors: amounts falling due within one year	17	<u>-134,746</u>		<u>-158,178</u>	
Net current assets			341,629		254,573
Provisions for liabilities	18		<u>-15,000</u>		<u>-60,000</u>
TOTAL NET ASSETS			<u>7,263,436</u>		<u>7,188,289</u>
ENDOWMENT FUNDS	19		5,787,947		5,827,599
UNRESTRICTED FUNDS	19		1,150,489		1,035,690
REVALUATION RESERVE - ENDOWMENT FUNDS	19		325,000		325,000
TOTAL FUNDS			<u>7,263,436</u>		<u>7,188,289</u>

Signed on behalf of the Trustees



Jonathan Finch
 VICE CHAIR OF TRUSTEES

Approved by the Trustees on 16 June 2025

Charity Number 1181004

JAMES MARSHALL FOUNDATION CIO
NOTES TO THE FINANCIAL STATEMENTS AT 31 MARCH 2025

1. SIGNIFICANT ACCOUNTING POLICIES

Basis of preparation of financial statements

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 notes to these accounts to include certain items at fair value. The financial statements have been prepared in accordance with the second edition of the Charities Statement of Recommended Practice issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), and the Charities Act 2011.

The financial statements are presented in sterling which is the functional currency of the Charity.

James Marshall Foundation CIO constitutes a public benefit entity as defined by FRS 102.

The significant accounting policies applied in the preparation of these financial statements are set out below.

a. Going Concern

The financial statements have been prepared on a going concern basis. The Trustees consider that there are no material uncertainties about the James Marshall Foundation CIO's ability to continue as a going concern. The most significant areas of uncertainty that affect the carrying value of assets held by James Marshall Foundation CIO are the level of rental and investment returns and the performance of the property and investment markets. The Trustees have considered the level of funds and the expected level of income and expenditure for the twelve months from approval of the financial statements. The budgeted income and expenditure is sufficient within the level of reserves for the Charity to continue as a going concern.

b. Funds structure

The Charity has endowment and unrestricted funds :

- (i) Endowment fund - the assets currently held have been derived from the original bequest of Mr James Marshall to be preserved for the purpose of generating income. The income generated is available to fund grant making.
- (ii) Unrestricted fund - comprises the accumulated undistributed incoming resources generated from the investments held in the restricted fund.

Investment gains and losses are allocated to the appropriate fund.

c. Income recognition

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Donations are recognised when the Foundation has been notified in writing of both the amount and settlement date and any performance related conditions met.

Investment income is earned through holding of assets for investment purposes such as shares and property. It includes rents, dividends and interest and is included when receivable and the amount can be measured reliably by the Foundation:

- (i) Rent receivable is recognised on an accruals basis apportioned to the year under review.
- (ii) Any rent incentives are matched to the lease extension period
- (iii) Dividend income is recognised as the Charity's right to receive payment is established.
- (iv) Interest income is normally recognised upon notification of the interest paid or payable by the bank.

d. Expenditure recognition

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 settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings. Where expenditure is attributable to more than one activity, it has been apportioned across the cost categories on the basis of staff time, a basis considered to be consistent with the use of resources acquired.

JAMES MARSHALL FOUNDATION CIO
NOTES TO THE FINANCIAL STATEMENTS AT 31 MARCH 2025

- d. **Expenditure recognition continued**
Grants are payable to third parties in the furtherance of the charitable objects of the Foundation. Grants are accounted for when they are awarded.
- e. **VAT**
Input VAT not recoverable as a result of the Charity's partial exemption status is shown separately in the financial statements if the de minimis rules are not met. Irrecoverable VAT is charged as an expense against the activity for which the expense arose.
- f. **Allocation of support and governance costs**
Governance costs comprise all costs involving the public accountability of the Charity and its compliance with regulation and good practice. These costs include costs related to statutory audit and an apportionment of office expenses.
- g. **Fixed asset investment properties**
Investment properties are measured at fair value at each reporting date as determined periodically by a professionally qualified independent valuer, with interim annual valuation assessments by the Trustees with advice from the managing agent, HO2 (Brighton) Limited. The Statement of Financial Activities includes net gains and losses arising on any revaluations, acquisitions or disposals that occurred during the year.
- h. **Fixed asset investments**
Investments are a form of basic financial instrument and are initially recognised at their fair value which is usually their transaction price excluding transaction costs. Subsequently, they are measured at their fair value as at the balance sheet date using the closing Mid Market Valuation. The Statement of Financial Activities includes the net gains and losses arising on revaluation and disposals throughout the year.
- i. **Realised gains and losses**
The main form of financial risk faced by the charity is that of volatility in commercial property and equity 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. All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investment properties are calculated as the difference between sales proceeds and their opening fair 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 at the beginning of the year. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.
- j. **Pension costs**
Contributions in respect of the Foundation's defined contribution automatic enrolment scheme are charged to the Statement of Financial Activities for the year in which they are payable to the pension scheme.
- k. **Tangible fixed assets and depreciation**
Assets costing £1,000 or above are capitalised. Tangible fixed assets are stated at cost less accumulated depreciation. Depreciation is provided on tangible fixed assets at a rate calculated to write off the cost or revaluation of fixed assets less their estimated residual value, over their expected useful lives on the following basis: Office and estate equipment - 25% straight line on original cost.

JAMES MARSHALL FOUNDATION CIO
NOTES TO THE FINANCIAL STATEMENTS AT 31 MARCH 2025

l. Cash and cash equivalents

Cash at bank and in hand is held to meet the day to day running costs of the Charity as they fall due. Current asset investments are short term, highly liquid investments and are held at fair value. These include cash on deposit and cash equivalents with a maturity date of less than one year.

m. Debtors

Debtors are amounts owed to the charity. They are measured on the basis of their recoverable amount.

n. Creditors

Creditors are amounts owed by the charity. They are measured at the amount the charity expects to have to pay to settle the debt. Amounts which are owed in more than a year are shown as long term creditors.

o. Provisions for liabilities

A liability is measured at the best estimate of the amount required to settle the obligation at the reporting date.

p. Operating leases

Rentals payable and receivable under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

2. KEY JUDGEMENTS MADE IN APPLYING ACCOUNTING POLICIES

a. Revaluation reserve

The Charity was established in 2018 and the assets and operations of the predecessor charity were transferred to the Charity on 1 April 2019. The value of the investment properties was £4,975,000 at the date of transfer. The revaluation reserve sets out the movement in the fair value of the investment properties since 1 April 2019.

b. Provisions for liabilities

An unexpected repair was identified at a property where remedial work was required and a provision set up in the accounts for the year to 31 March 2024 accordingly. The work has recently completed and the Trustees have made a best estimate of the outstanding cost of the rectification works at 31 March 2025 based on the information available.

JAMES MARSHALL FOUNDATION CIO
NOTES TO THE FINANCIAL STATEMENTS AT 31 MARCH 2025

3. PRIOR YEAR STATEMENT OF FINANCIAL ACTIVITIES

	<u>Notes</u>	<u>Unrestricted Funds 2024 £</u>	<u>Endowment Funds 2024 £</u>	<u>Total Funds 2024 £</u>
Income				
Donations	4	150	0	150
Investment income				
Property income - Rent		332,837	0	332,837
Commission		3,846	0	3,846
Recoverable costs - Insurance		25,587	0	25,587
Professional fees		0	0	0
Grounds maintenance		2,250	0	2,250
Service charges		17,705	0	17,705
Dividends and interest	5	54,511	0	54,511
Total Income		436,886	0	436,886
Expenditure				
Costs of generating funds				
Property expenditure	6	95,261	0	95,261
Property management	7	37,439	0	37,439
Investment management	8	783	0	783
		133,483	0	133,483
Expenditure on charitable activities				
Grants awarded to individuals in the year	9	239,248	0	239,248
Grants for awards in earlier years		-29,284	0	-29,284
		209,964	0	209,964
Office expenses related to grant awarding	8	51,656	0	51,656
Support costs	10	29,489	0	29,489
		291,109	0	291,109
Total expenditure		424,592	0	424,592
Net income and net movement in funds				
before gains and losses on investments		12,294	0	12,294
Surplus/deficit on revaluation of investments	14	70,728	70,788	141,516
		83,022	70,788	153,810
NET MOVEMENT IN FUNDS FOR THE YEAR		83,022	70,788	153,810
Funds at 1 April 2023		952,668	6,081,811	7,034,479
Funds at 31 March 2024		1,035,690	6,152,599	7,188,289

The Statement of Financial Activities includes all gains and losses recognised in the year.
All incoming resources and resources expended derive from continuing activities.

JAMES MARSHALL FOUNDATION CIO
NOTES TO THE FINANCIAL STATEMENTS AT 31 MARCH 2025

4. DONATIONS	<u>2025</u>	<u>2024</u>
	£	£
Donation from ShareGift and Harpenden Golf Club fundraising	£8,539	£150
5. INVESTMENT INCOME	<u>2025</u>	<u>2024</u>
	£	£
Interest		
National Savings and Investment Income Bond	5,562	5,071
CAF Bank accounts	1,923	1,606
CCLA Deposit Fund	2,153	0
Nationwide Business Saver account	2,729	2,328
Total interest on cash deposits	<u>12,367</u>	<u>9,005</u>
Dividends		
COIF Charities Investment Fund Income Units	23,328	41,130
COIF Charities Ethical Investment Fund Income Units	0	4,376
Total investment income	<u>35,695</u>	<u>54,511</u>
6. PROPERTY EXPENDITURE	<u>2025</u>	<u>2024</u>
	£	£
Repairs and maintenance	-2,755	50,711
Insurance	25,773	25,818
Grounds maintenance	3,055	2,782
Service charges	11,522	15,950
	<u>37,595</u>	<u>95,261</u>
7. PROPERTY MANAGEMENT	<u>2025</u>	<u>2024</u>
	£	£
Management fees	16,675	18,075
Legal and professional fees	-876	13,885
Office expenses - 7% (2024 - 7%) (Note 8)	5,647	5,479
	<u>21,446</u>	<u>37,439</u>
8. OFFICE EXPENSES	<u>2025</u>	<u>2024</u>
	£	£
Building maintenance and water	182	392
Rates	426	399
Printing & stationery	554	711
Postage and sundries	185	405
Staff salary	70,249	69,598
IT development and support	5,805	3,198
Charity insurance	343	302
Light, heat & telephone	1,667	2,569
Bank charges	13	88
Depreciation	944	458
Publicity	310	148
	<u>80,678</u>	<u>78,268</u>

Continued

JAMES MARSHALL FOUNDATION CIO
NOTES TO THE FINANCIAL STATEMENTS AT 31 MARCH 2025

8. OFFICE EXPENSES Continued

Allocated on the basis of staff time as follows:	<u>2025</u>	<u>2025</u>	<u>2024</u>	<u>2024</u>
	%	£	%	£
Properties	7	5,647	7	5,479
Grants	67	54,054	66	51,656
Governance	25	20,170	26	20,350
Investments	1	807	1	783
	<u>100</u>	<u>80,678</u>	<u>100</u>	<u>78,268</u>

9. GRANT EXPENDITURE	<u>2025</u>	<u>2024</u>
	£	£
Grants awarded to individuals in the year	191,333	239,248
Grants for awards in earlier years	-23,308	-29,284
	<u>168,025</u>	<u>209,964</u>

All the grants are awarded to eligible individuals under 25 years who live in the catchment area of the Foundation for the purposes of education and career development. The activities or items for which grant funding has been awarded has been set out in the Trustees' Report.

10. SUPPORT COSTS	<u>2025</u>	<u>2024</u>
	£	£
Governance and support costs		
Office expenses - 25% (2024 - 26%) (Note 8)	20,170	20,350
Auditor's remuneration	5,750	5,750
Training, meetings, HR support and other costs	2,698	2,590
Trustees insurance	624	799
	<u>29,242</u>	<u>29,489</u>

11. ANALYSIS OF STAFF COSTS AND REMUNERATION OF KEY MANAGEMENT PERSONNEL	<u>2025</u>	<u>2024</u>
Salaries	68,695	68,010
Employers National Insurance	0	0
Pension costs (defined contribution)	1,554	1,588
	<u>70,249</u>	<u>69,598</u>

The average monthly headcount was 4 staff (2024 - 4) and the average monthly number of full time equivalent employees during the year was 1.5 (2024 - 1.5).

The Foundation considers its key management personnel is the Charity Director whose benefits totalled £36,228 (2024 - £34,136).

No employees received emoluments in the year in excess of £60,000 (2024 - None).

Staff costs are allocated to activities on the basis of staff time.

REMUNERATION AND EXPENSES PAID TO TRUSTEES

No remuneration was paid to any Trustee. £169 (2024 - £110) in total was reimbursed to 3 Trustees for charity-related expenses.

12. AUDITOR'S REMUNERATION

The auditor's remuneration constituted an audit fee of £5,750 (2024 - £5,750).

JAMES MARSHALL FOUNDATION CIO
NOTES TO THE FINANCIAL STATEMENTS AT 31 MARCH 2025

		<u>2025</u>	<u>2024</u>
		£	£
13. FIXED ASSET INVESTMENT PROPERTIES			
Investment properties at fair value	At 1 April 2024	5,300,000	5,300,000
	Surplus on revaluation	0	0
	At 31 March 2025	<u>5,300,000</u>	<u>5,300,000</u>

The historical cost in March 2019 prior to incorporation of the investment properties was £2,730,376.

The investment properties were professionally valued at 31 March 2021 by Mr. R. Hayler FRICS, registered valuer of HO2 (Brighton) Limited, Chartered Surveyors on the basis of open market value in accordance with the Appraisal and Valuation Manual of the Royal Institution of Chartered Surveyors.

In the opinion of the Trustees, there are no known events that have occurred that would significantly affect the long term market valuation of the Foundation's properties, as shown in the financial statements at 31 March 2025. The property portfolio is professionally revalued every 5 years and will next be professionally valued at 31 March 2026.

The Charity's office at Unit 6, 17 Leyton Road, Harpenden has a fair value of £60,000 (2024 - £60,000) and is included in the fair value above of £5,300,000 (2024 - £5,300,000).

Open market value is considered to also represent the fair value.

14. FIXED ASSETS INVESTMENT	COIF Investment		COIF Ethical Investment		<u>Total</u>	
	<u>Endowment</u>	<u>Unrestricted</u>	<u>Unrestricted</u>	<u>Endowment</u>	<u>Unrestricted</u>	<u>Total</u>
	<u>Funds</u>	<u>Funds</u>	<u>Funds</u>	<u>Investment</u>	<u>Investment</u>	<u>Investment</u>
	£	£	£	£	£	£
Movement in Fixed Asset investment						
Market value at 1 April 2024	852,599	684,016	156,157	852,599	840,173	1,692,772
Transfer during year	0	156,999	-156,999	0	0	0
Net surplus/(loss) on revaluation	-39,652	-17,155	842	-39,652	-16,313	-55,965
Market value at 31 March 2025	<u>812,947</u>	<u>823,860</u>	<u>0</u>	<u>812,947</u>	<u>823,860</u>	<u>1,636,807</u>

The Charity was established in 2018 and the assets and operations of the predecessor charity were transferred to the Charity on 1 April 2019. The value of the financial investments was £833,413 at that date. Since that date a further £500,000 has been invested so the total historical cost of the financial investments is £1,333,413.

The investments in the COIF Charities Investment Fund and COIF Charities Ethical Investment Fund are common investment funds, meaning pooled investment funds which are governed by the Charities Act 2011 (as amended) and authorised by the Charity Commission. The investment objective of the Funds are to provide a long-term return comprising growth in capital and income. The investments are carried at fair value. The basis of fair value is considered to be equivalent to the mid market value as provided by CCLA Fund Managers Limited as the fund is not admitted to trading on a secondary market. Purchases are recognised at the date of trade at cost (that is their transaction value).

On 21 June 2024, the units of the Unrestricted Fund were transferred from income to accumulation units in the COIF Investment Fund and the COIF Ethical Investment Fund units were also transferred into this Fund. Thus the investments of the Unrestricted Fund are solely in COIF Investment accumulation units.

JAMES MARSHALL FOUNDATION CIO
NOTES TO THE FINANCIAL STATEMENTS AT 31 MARCH 2025

15. TANGIBLE FIXED ASSETS for use by the charity	<u>Office and Estate</u>	
	<u>Equipment</u>	
Cost	£	
At 1 April 2024	4,054	
Additions	0	
Disposals	0	
At 31 March 2025	<u>4,054</u>	
Depreciation		
Accumulated depreciation at 1 April 2024	3,110	
Charge for the year	944	
Disposals	0	
Accumulated depreciation at 31 March 2025	<u>4,054</u>	
Net Book Value		
As at 1 April 2024	<u>944</u>	
At 31 March 2025	<u>0</u>	
16. DEBTORS	<u>2025</u>	<u>2024</u>
	£	£
Prepayments and accrued income	28,492	24,648
Other debtors	6,741	5,569
	<u>35,233</u>	<u>30,217</u>
17. CREDITORS AMOUNTS FALLING DUE WITHIN ONE YEAR	<u>2025</u>	<u>2024</u>
	£	£
Accruals and deferred income	73,672	87,281
Accruals for grants payable	54,425	65,474
Other creditors	6,649	5,423
	<u>134,746</u>	<u>158,178</u>
18. PROVISIONS FOR LIABILITIES AND CHARGES	<u>2025</u>	<u>2024</u>
	£	£
Repair work	15,000	60,000

An unexpected repair was identified at a property where remedial work was required. The work necessary to resolve the matter has recently been completed. £15,000 of the original provision set up at 31 March 2024 has been retained to cover the remaining costs which have yet to be finalised by the project consultancy firm.

19. MOVEMENT ON FUNDS

	1 April 2024	Income	Expenditure	Revaluation	31 March 2025
	£	£	£	£	£
Endowment Fund	6,152,599	0	0	-39,652	6,112,947
Unrestricted fund	1,035,690	442,281	-311,169	-16,313	1,150,489
Total funds	<u>7,188,289</u>	<u>442,281</u>	<u>-311,169</u>	<u>-55,965</u>	<u>7,263,436</u>

ANALYSIS OF NET ASSETS BY FUND AT 31 MARCH 2025

	<u>Endowment Funds</u>	<u>Unrestricted Funds</u>	31 March 2025
	£	£	£
Investments and investment properties	6,112,947	823,860	6,936,807
Current asset/liabilities	0	326,629	326,629
	<u>6,112,947</u>	<u>1,150,489</u>	<u>7,263,436</u>

JAMES MARSHALL FOUNDATION CIO
NOTES TO THE FINANCIAL STATEMENTS AT 31 MARCH 2025

20. COMMITMENTS, GUARANTEES AND CONTINGENT ASSETS AND LIABILITIES

(a) Pension commitments

The Foundation operates a defined contribution automatic enrolment pension scheme on behalf of the employees. The assets of the scheme are held separately from those of the Foundation in independently administered funds. The annual pension commitment under the scheme is for contributions of 3% of gross salary.

(b) At 31 March 2025 there are future minimum lease payments due:

Not later than 1 year	£159
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(c) At 31 March 2025 there are future minimum lease payments receivable under leases relating to investment properties of:

Not later than 1 year	£322,143
Greater than 1 year but not later than 5 years	£992,237
Later than 5 years	£263,756

(d) Other financial commitments

There are no other outstanding capital or other financial commitments at the end of the year. No guarantees have been given.

21. RELATED PARTY TRANSACTIONS

No Trustee had any personal interest in any contract or transaction entered into by the Foundation in the year.

JAMES MARSHALL FOUNDATION CIO

England & Wales - Charity number 1181004

Accounts

JAMES MARSHALL FOUNDATION CIO

TRUSTEES' ANNUAL REPORT AND AUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2024

JAMES MARSHALL FOUNDATION CIO
ANNUAL REPORT AND AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

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JAMES MARSHALL FOUNDATION CIO

REFERENCE AND ADMINISTRATIVE INFORMATION

Trustees for the year ended 31 March 2024

CHAIR OF TRUSTEES Mr. K. Andrews

VICE-CHAIR OF TRUSTEES Ms. A. Davies

TRUSTEES
Mr. C. J. Canfield - resigned on 19 July 2023
Ms. J. Dyson - appointed on 4 September 2023
Mr. J.M.R. Finch
Ms. V. Finnemore - appointed on 4 September 2023
Mr. A. J. Large
Mr. R. J. Prynne
Ms. J. Rickard - appointed on 4 September 2023
Mr. A. Shapton - appointed on 4 September 2023
Mr. N. Wallis - appointed on 9 January 2024
Mr. M. Whitley - resigned on 14 November 2023

EMAIL office@jamesmarshallfoundation.co.uk

WEBSITE www.jamesmarshallfoundation.co.uk

CHARITY REGISTRATION NUMBER 1181004

COMPANY NUMBER CE015811

JAMES MARSHALL FOUNDATION CIO

Advisors for the year ended 31 March 2024

OFFICE

Unit 6, 17 Leyton Road
Harpenden
Hertfordshire AL5 2HY

ADMINISTRATION Foundation Manager
Grant Manager
Foundation Associates

Mrs. P. Whiting
Mr. N. Hodgins
Ms. F. Brown
Ms. A. Letcher

AUDITOR

Mercer & Hole LLP
72 London Road
St Albans
Hertfordshire AL1 1NS

SOLICITOR

S A Law LLP
Gladstone Place
36-38 Upper Marlborough Road
St Albans
Hertfordshire AL1 3UU

Veale Wasbrough Vizards LLP
45 Clarendon Road
Watford
Hertfordshire WD17 1SZ

BANKER

CAF Bank Ltd
25 Kings Hill Avenue
Kings Hill
West Malling
Kent ME19 4JQ

PROPERTY MANAGEMENT

HO2 (Brighton) Ltd
Suite G, Pavilion House West
King Business Centre
Sayers Common
East Sussex BN6 9LS

BUILDING SURVEYOR

Evans & Crawley
Bridge House
Water Meadow
Chesham
Buckinghamshire HP5 1LF

JAMES MARSHALL FOUNDATION CIO
REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

The Trustees present their annual report and financial statements of the charitable incorporated organisation for the year ended 31 March 2024. The financial statements have been prepared in accordance with the accounting policies set out in Note 1 to the financial statements and comply with the constitution of the Foundation when the entity was established on 5 December 2018 (26 September 2022 revision), the Charities Act 2011, and the Charities Statement of Recommended Practice (“Charities SORP”) applicable to Charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) second edition issued in October 2019.

Structure

James Marshall Foundation CIO is a charitable incorporated organisation with registered number 1181004. It was incorporated on 5 December 2018 as the successor entity to James Marshall Foundation, a Charity with registration number 312127 established by the Will of Mr James Marshall dated 30 December 1719 and bequeathed on his death in 1722. James Marshall Foundation ceased operating on 31 March 2019 and the assets and operations were transferred to James Marshall Foundation CIO on 1 April 2019. The remit of the charitable incorporated organisation remained the same, but transferring the assets and operations into this structure facilitated better governance and provided greater protection over sustainability of the Charity.

Objectives and activities for the public benefit

The purpose of James Marshall Foundation CIO is to advance in life young people living in Harpenden, Wheathampstead, Kimpton, Redbourn, Flamstead and Markyate who are under the age of 25 and in financial hardship by the provision of grants to assist with their education and career development. To fulfil that purpose, the Foundation awards grants towards the cost of the following items/activities:

- Travel and equipment for work including apprenticeships
- Accommodation, books, equipment, travel for diplomas, degrees and postgraduate degrees
- Further educational courses and career development opportunities
- School trips, school uniform, books, equipment and laptops
- Extra-curricular activities such as music and sport

In setting the aims and objectives together with planning the future activities, the Trustees have given careful consideration to the Charity Commission’s general guidance on public benefit and in particular to its supplementary public benefit guidance on advancing education. Grants are awarded to individuals in the local community who meet the eligibility criteria. These grants provide opportunities to young people where, without such funding, the financial cost would be a barrier. In this way, the Foundation is able to make a difference to the circumstances of its beneficiaries in assisting to develop their career or enrich their educational experience.

Investment, policy and performance

The financial objective of the Foundation is to at least maintain the real value of the assets whilst generating a stable and sustainable return to fund grant making. The Endowment Fund comprises investment properties and long term financial investments in pooled funds (invested primarily in equities) managed by an independent advisor. The assets of the Endowment Fund are held for the purpose of generating income for the Unrestricted Fund, from which the grants are paid. In recent years there has been considerable economic volatility and high inflation which has affected asset values, however, the investments are held for the long term and have continued to generate a strong income stream.

The property portfolio was professionally valued at 31 March 2021 for inclusion in the Foundation’s accounts by Mr. R. Hayler FRICS, Registered Valuer of HO2 (Brighton) Limited, Chartered Surveyors, at £5,300,000. The Trustees have performed an internal valuation of the property portfolio at 31 March 2024, considering the following relevant factors:

- All rent relating to the financial year was received.
- There is diversification across the portfolio, with tenants from different sectors, which lessens the effect of specific fluctuations relevant to one sector.

JAMES MARSHALL FOUNDATION CIO
REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

- The Trustees have commissioned a series of property inspections in recent years which have supported the fact that the properties are in a good state of repair.
- The properties are all held for the long term and the Trustees currently have no intention to dispose of any property.

The Trustees have reviewed the commercial property investments held in the Endowment Fund to ensure they are appropriate to deliver the objective of maintaining the real value over the longer term and generating a return for distribution. Medium term plans have been developed for each property. The Trustees confirm that maintaining the overall market value at £5,300,000 is reasonable, however they are aware of the additional uncertainties around this valuation due to the difficult economic conditions. The next independent valuation is due at 31 March 2026.

Risk management

The principal risks faced by the Foundation are vacant periods in rental income, unpaid rent, unexpected repair & maintenance costs and losses crystallising on the sale of long term investments. The Trustees have a risk management strategy which comprises a regular review of the major risks which the Foundation faces and the establishment of systems and procedures to identify those risks. This enables the Trustees to implement required actions to minimise any potential impact on the Foundation.

Reserves policy

The Foundation has net current assets in its Unrestricted Fund amounting to £1,035,690 at 31 March 2024 (2023: £952,668). Reserves are required to meet the costs of potential vacant periods, repairs & maintenance costs, any losses crystallised on the sale of property and generally to safeguard the Foundation financially. In addition, it is recognised that as the Endowment Fund is primarily invested in property, reserves are also need to be available to capitalise on development opportunities, which will assist to maintain the real value of the permanent endowment over time. The Foundation has net assets in its Endowment Fund of £6,152,599 at 31 March 2024 (2023: £6,081,811).

Review of performance

During the year 862 grants were awarded and a breakdown of the categories of grants was:

Year ended 31 March 2024 Year ended 31 March 2023

Degree & postgraduate degree	30	31
Diploma & Educational course	6	5
Computer/Digital device	126	181
Travel	11	12
School Uniform	316	336
Extra-curricular: Music – Drama - Sport	145	144
Scouts/Guides/Duke of Edinburgh	13	27
School Trips	189	230
Educational equipment	22	41
Books	4	14
Total	862	1021

The total value of grants awarded was £239,248 (2023: £307,119). There were also grants outstanding for awards in the previous year of £29,284 (2023: £17,176) unpaid at 31 March 2023, mainly due to cancellations. The grant level has reduced from the peak of 2022/23 and moved towards a more sustainable level. The Trustees feel that in these difficult economic times it is important that the Foundation was able to respond and adapt to meet the needs of eligible young people in the community. A detailed review of the effect of different grant awards has been performed and further procedures introduced to assess such impact in the future. This has led to some minor refinements of grant offerings with a focus on those which are considered to have the most positive influence on an individual's education or career.

JAMES MARSHALL FOUNDATION CIO
REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

Financial review

The Foundation's principal sources of funding are rental income from commercial properties and dividend income from financial investments. The income received supports the grant making each year and grants are only awarded if the income is available. During the year the Foundation received a total of income of £436,886 (2023: £411,416) of which £382,225 (2023: £361,009) was for property income. Property expenditure and costs totalled £133,483 (2023: £64,000) (including an exceptional item of £60,000 referred to below) being a return on the fair value of the properties of 4.7% (2023: 5.6%). Of the available income after all costs of £222,258 (2023: £269,093), grants were awarded of £239,248 (£307,119). In addition, there were grants outstanding for awards in earlier years unpaid at 31 March 2023 of £29,284 (2023: £17,176) which were cancelled. The surplus in income after allocation of the revaluation of investment of £70,728 (2023: £52,972) has been added to the Unrestricted Fund. A property repair matter is being addressed and a provision of £60,000 (2023: £0) has been set aside for the remedial work required. The Trustees are comfortable that there will be no longer term impairment to the value of the property. A plan has been prepared to address the issue, the cost of the work has been estimated reliably and a contractor will be appointed in the near future. A provision has been made for the cost of the work required.

Plans for the future

James Marshall Foundation CIO is a lasting testimony to the generosity of James Marshall. The Foundation is expected to exist in perpetuity and investments are managed to ensure this sustainability. The Trustees are aware of need to assist both current and future beneficiaries and maintain an appropriate balance.

Governance and management

The Board of Trustees consists of up to ten Trustees who should live in the catchment area of the Charity. Trustees attend approximately four Board meetings a year. There are four Committees of the Board: Grant Awarding, Finance & Operations, Property & Investment and External Engagement. These Committees meet regularly during the year. The Foundation has been awarded the Charity Excellence Framework Quality Mark, acknowledging the attention given to effective governance and management.

Trustee appointment, induction and training

When a vacancy for a Trustee position arises, the Foundation advertises widely in both local publications and websites and with appropriate national organisations. The vacancies are also highlighted in social media postings. The applicants are then shortlisted and a number invited to an interview to meet with a panel of Trustees. The selected candidates are then endorsed by the full Board. The standard term of office is three years and a Trustee may only be reappointed after nine years under exceptional circumstances. Trustees sign a Declaration of Acceptance of Office when appointed or re-appointed. On election as a Trustee, an individual assumes a number of responsibilities. Trustees are reminded that they are accountable in law for the good governance of the Foundation and all new Trustees receive a thorough induction. Trustees are requested to complete training courses as required to update and develop their skills. Decisions relating to the structure of the Charity, policies and procedures and the management of the Foundation's assets are made by the Board of Trustees after taking professional advice where appropriate. All Trustees give of their time freely and no Trustee remuneration was paid in the year.

Key personnel

The day to day operations of the Foundation are managed by the Foundation Manager, assisted by a Grant Manager and two Foundation Associates. They provide support and information to the Board and Committees, implement the decisions, ensure legal and regulatory compliance including preparing appropriate risk assessments and maintaining accurate financial records. They work with professional advisers and other organisations. The team manages the grant awarding process from the initial enquiry through to making grant payments. All members of staff work on a part-time basis.

Website and social media

The charity's website, www.jamesmarshallfoundation.co.uk, provides information and supplies details of the types of grants awarded by the Foundation and has a link to the online application form. The Foundation also has a social media presence with Facebook and Twitter accounts (handle @jmf1722) to promote greater awareness amongst the local community.

JAMES MARSHALL FOUNDATION CIO
REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

Trustees' responsibilities in relation to the financial statements

The Charity Trustees are responsible for preparing the Trustees' annual report and 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 and Wales requires the charity Trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the Charity and of the incoming resources and application of resources, of the Charity for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the applicable Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in 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 applicable Charities (Accounts and Reports) Regulations and the provisions of the Constitution. They are also responsible for safeguarding the assets of the Charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

Auditors

Mercer & Hole LLP were selected and appointed for the year ended on 31 March 2024 and for the year ending 31 March 2025.

Approved by the Trustees on 10 June 2024

and signed on their behalf by:

Unit 6, 17 Leyton Road
Harpenden
Hertfordshire AL5 2HY



Mr. K Andrews
Chair of Trustees

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF JAMES MARSHALL FOUNDATION CIO

Opinion

We have audited the financial statements of James Marshall Foundation CIO (the 'charity') for the year ended 31 March 2024 which comprise Statement of Financial Activities, Balance Sheet and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2024, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

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

Conclusions relating to going concern

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

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

Other information

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

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

We have nothing to report in this regard.

Matters on which we are required to report by exception

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

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

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement 6, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

Auditor responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

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

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

- discussions with management, including considerations of known or suspected instances of non-compliance with laws and regulations and fraud;
- evaluation of the operating effectiveness of management's controls designed to prevent and detect irregularities;
- Identifying and testing journal entries.

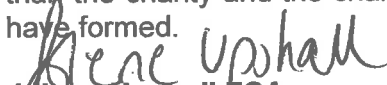
Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed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

A further description of our responsibilities is available on the FRC's website at: <https://www.frc.org.uk/auditors/audit-assurance/auditor-s-responsibilities-for-the-audit-of-the-fi/description-of-the-auditor%E2%80%99s-responsibilities-for>. This description forms part of our auditor's report.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.


Jolene Upshall FCA
Mercer & Hole LLP
72 London Road
St Albans
Hertfordshire, AL1 1NS

Date: 14/6/24

JAMES MARSHALL FOUNDATION CIO
STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2024

	Notes	Unrestricted Funds 2024 £	Endowment Funds 2024 £	Total Funds 2024 £	Prior Year Funds 2023 £
Income					
Donations	4	150	0	150	1,435
Investment income					
Property income - Rent		332,837	0	332,837	332,613
Commission		3,846	0	3,846	3,698
Recoverable costs - Insurance		25,587	0	25,587	21,828
Professional fees		0	0	0	720
Grounds maintenance		2,250	0	2,250	2,150
Service charges		17,705	0	17,705	0
Dividends and interest	5	54,511	0	54,511	48,972
Total Income		436,886	0	436,886	411,416
Expenditure					
Costs of generating funds					
Property expenditure	6	95,261	0	95,261	40,734
Property management	7	37,439	0	37,439	22,513
Investment management	8	783	0	783	753
		<u>133,483</u>	<u>0</u>	<u>133,483</u>	<u>64,000</u>
Expenditure on charitable activities			0		
Grants awarded to individuals in the year	9	239,248	0	239,248	307,119
Grants for awards in earlier years		-29,284	0	-29,284	-17,176
		<u>209,964</u>	<u>0</u>	<u>209,964</u>	<u>289,943</u>
Office expenses related to grant awarding	8	51,656	0	51,656	49,688
Support costs	10	29,489	0	29,489	28,635
		<u>291,109</u>	<u>0</u>	<u>291,109</u>	<u>368,266</u>
Total expenditure		424,592	0	424,592	432,266
Net income and net movement in funds					
before gains and losses on investments		12,294	0	12,294	-20,850
Surplus/deficit on revaluation of investments	14	70,728	70,788	141,516	-62,879
		<u>0</u>			
NET MOVEMENT IN FUNDS FOR THE YEAR					
		83,022	70,788	153,810	-83,729
Funds at 1 April 2023		952,668	6,081,811	7,034,479	7,118,208
Funds at 31 March 2024		<u>1,035,690</u>	<u>6,152,599</u>	<u>7,188,289</u>	<u>7,034,479</u>

The Statement of Financial Activities includes all gains and losses recognised in the year.
All incoming resources and resources expended derive from continuing activities.

JAMES MARSHALL FOUNDATION CIO
BALANCE SHEET AT 31 MARCH 2024

	Notes	<u>2024</u>		<u>2023</u>	
		£	£	£	£
FIXED ASSETS					
Investment properties	13	5,300,000		5,300,000	
Investments	14	1,692,772		1,551,256	
Tangible fixed assets	15	<u>944</u>		<u>698</u>	
Total fixed assets			6,993,716		6,851,954
CURRENT ASSETS					
Debtors and prepayments	16	30,217		15,323	
Short term investments		364,188		315,640	
Cash at bank		<u>18,346</u>		<u>20,531</u>	
Total current assets		<u>412,751</u>		<u>351,494</u>	
LIABILITIES					
Creditors: amounts falling due within one year	17	<u>-158,178</u>		<u>-168,969</u>	
Net current assets			254,573		182,525
Provisions for liabilities	18		<u>-60,000</u>		<u>0</u>
TOTAL NET ASSETS			<u><u>7,188,289</u></u>		<u><u>7,034,479</u></u>
ENDOWMENT FUNDS	19		5,827,599		5,756,811
UNRESTRICTED FUNDS	19		1,035,690		952,668
REVALUATION RESERVE - ENDOWMENT FUNDS	19		325,000		325,000
TOTAL FUNDS			<u><u>7,188,289</u></u>		<u><u>7,034,479</u></u>

Signed on behalf of the Trustees



Ms A Davies
 VICE CHAIR OF TRUSTEES

Approved by the Trustees on 10 June 2024

Charity Number 1181004

JAMES MARSHALL FOUNDATION CIO
NOTES TO THE FINANCIAL STATEMENTS AT 31 MARCH 2024

1. **SIGNIFICANT ACCOUNTING POLICIES**

Basis of preparation of financial statements

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 notes to these accounts to include certain items at fair value. The financial statements have been prepared in accordance with the second edition of the Charities Statement of Recommended Practice issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), and the Charities Act 2011.

The financial statements are presented in sterling which is the functional currency of the Charity.

James Marshall Foundation CIO constitutes a public benefit entity as defined by FRS 102.

The significant accounting policies applied in the preparation of these financial statements are set out below.

a. **Going Concern**

The financial statements have been prepared on a going concern basis. The Trustees consider that there are no material uncertainties about the James Marshall Foundation CIO's ability to continue as a going concern. The most significant areas of uncertainty that affect the carrying value of assets held by James Marshall Foundation CIO are the level of rental and investment returns and the performance of the property and investment markets. The Trustees have considered the level of funds and the expected level of income and expenditure for the twelve months from approval of the financial statements. The budgeted income and expenditure is sufficient within the level of reserves for the Charity to be able to continue as a going concern.

b. **Funds structure**

The Charity has endowment and unrestricted funds :

- (i) Endowment fund - the assets currently held have been derived from the original bequest of Mr James Marshall to be preserved for the purpose of generating income. The income generated is available to fund grant making.
- (ii) Unrestricted fund - comprises the accumulated undistributed incoming resources generated from the investments held in the restricted fund.

Investment gains and losses are allocated to the appropriate fund.

c. **Income recognition**

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Donations are recognised when the Foundation has been notified in writing of both the amount and settlement date and any performance related conditions met.

Investment income is earned through holding of assets for investment purposes such as shares and property. It includes rents, dividends and interest and is included when receivable and the amount can be measured reliably by the Foundation:

- (i) Rent receivable is recognised on an accruals basis apportioned to the year under review.
- (ii) Dividend income is recognised as the Charity's right to receive payment is established.
- (iii) Interest income is normally recognised upon notification of the interest paid or payable by the bank.

d. **Expenditure recognition**

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 settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings. Where expenditure is attributable to more than one activity, it has been apportioned across the cost categories on the basis of staff time, a basis considered to be consistent with the use of resources acquired.

JAMES MARSHALL FOUNDATION CIO
NOTES TO THE FINANCIAL STATEMENTS AT 31 MARCH 2024

- d. **Expenditure recognition continued**
Grants are payable to third parties in the furtherance of the charitable objects of the Foundation. Grants are accounted for when they are awarded.
- e. **VAT**
Input VAT not recoverable as a result of the Charity's partial exemption status is shown separately in the financial statements if the de minimis rules are not met. Irrecoverable VAT is charged as an expense against the activity for which the expense arose.
- f. **Allocation of support and governance costs**
Governance costs comprise all costs involving the public accountability of the Charity and its compliance with regulation and good practice. These costs include costs related to statutory audit and an apportionment of office expenses.
- g. **Fixed asset investment properties**
Investment properties are measured at fair value at each reporting date as determined periodically by a professionally qualified independent valuer, with interim annual valuation assessments by the Trustees with advice from the managing agent, HO2 (Brighton) Limited. The Statement of Financial Activities includes net gains and losses arising on any revaluations, acquisitions or disposals that occurred during the year.
- h. **Fixed asset investments**
Investments are a form of basic financial instrument and are initially recognised at their fair value which is usually their transaction price excluding transaction costs. Subsequently, they are measured at their fair value as at the balance sheet date using the closing Mid Market Valuation. The Statement of Financial Activities includes the net gains and losses arising on revaluation and disposals throughout the year.
- i. **Realised gains and losses**
The main form of financial risk faced by the charity is that of volatility in commercial property and equity 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. All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investment properties are calculated as the difference between sales proceeds and their opening fair 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 at the beginning of the year. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.
- j. **Pension costs**
Contributions in respect of the Foundation's defined contribution automatic enrolment scheme are charged to the Statement of Financial Activities for the year in which they are payable to the pension scheme.
- k. **Tangible fixed assets and depreciation**
Assets costing £500 or above are capitalised. Tangible fixed assets are stated at cost less accumulated depreciation. Depreciation is provided on tangible fixed assets at a rate calculated to write off the cost or revaluation of fixed assets less their estimated residual value, over their expected useful lives on the following basis: Office and estate equipment - 25% straight line on original cost.
- l. **Cash and cash equivalents**
Cash at bank and in hand is held to meet the day to day running costs of the Charity as they fall due. Current asset investments are short term, highly liquid investments and are held at fair value. These include cash on deposit and cash equivalents with a maturity date of less than one year.

JAMES MARSHALL FOUNDATION CIO
NOTES TO THE FINANCIAL STATEMENTS AT 31 MARCH 2024

- m. **Debtors**
Debtors are amounts owed to the charity. They are measured on the basis of their recoverable amount.
- n. **Creditors**
Creditors are amounts owed by the charity. They are measured at the amount the charity expects to have to pay to settle the debt. Amounts which are owed in more than a year are shown as long term creditors.
- o. **Provisions for liabilities**
A liability is measured at the best estimate of the amount required to settle the obligation at the reporting date.
- p. **Operating leases**
Rentals payable and receivable under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

2. **KEY JUDGEMENTS MADE IN APPLYING ACCOUNTING POLICIES**

- a. **Revaluation reserve**
The Charity was established in 2018 and the assets and operations of the predecessor charity were transferred to the Charity on 1 April 2019. The value of the investment properties was £4,975,000 at the date of transfer. The revaluation reserve sets out the movement in the fair value of the investment properties since 1 April 2019.
- b. **Provisions for liabilities**
An unexpected repair has been identified at a property where remedial work is required. The Trustees have made an assessment of the best estimate of the cost of the rectification works based on the information available.

JAMES MARSHALL FOUNDATION CIO
NOTES TO THE FINANCIAL STATEMENTS AT 31 MARCH 2024

3. PRIOR YEAR STATEMENT OF FINANCIAL ACTIVITIES

	<u>Notes</u>	Unrestricted Funds 2023 £	Endowment Funds 2023 £	Total Funds 2023 £
Income				
Donations	4	1,435	0	1,435
Investment income				
Property income - Rent		332,613	0	332,613
Commission		3,698	0	3,698
Recoverable costs - Insurance		21,828	0	21,828
Professional fees		720	0	720
Grounds maintenance		2,150	0	2,150
Service charges		0	0	0
Dividends and interest	5	48,972	0	48,972
Total Income		<u>411,416</u>	<u>0</u>	<u>411,416</u>
Expenditure				
Costs of generating funds				
Property expenditure	6	40,734	0	40,734
Property management	7	22,513	0	22,513
Investment management	8	753	0	753
		<u>64,000</u>	<u>0</u>	<u>64,000</u>
Expenditure on charitable activities				
Grants awarded to individuals in the year	9	307,119	0	307,119
Grants for awards in earlier years		-17,176	0	-17,176
		<u>289,943</u>	<u>0</u>	<u>289,943</u>
Office expenses related to grant awarding	8	49,688	0	49,688
Support costs	10	28,635	0	28,635
		<u>368,266</u>	<u>0</u>	<u>368,266</u>
Total expenditure		<u>432,266</u>	<u>0</u>	<u>432,266</u>
Net income and net movement in funds before gains and losses on investments				
Surplus/deficit on revaluation of investments	14	-20,850	0	-20,850
		<u>-32,122</u>	<u>-30,757</u>	<u>-62,879</u>
NET MOVEMENT IN FUNDS FOR THE YEAR				
		-52,972	-30,757	-83,729
Funds at 1 April 2022		<u>1,005,640</u>	<u>6,112,568</u>	<u>7,118,208</u>
Funds at 31 March 2023		<u>952,668</u>	<u>6,081,811</u>	<u>7,034,479</u>

The Statement of Financial Activities includes all gains and losses recognised in the year.
All incoming resources and resources expended derive from continuing activities.

JAMES MARSHALL FOUNDATION CIO
NOTES TO THE FINANCIAL STATEMENTS AT 31 MARCH 2024

4. DONATIONS		<u>2024</u>	<u>2023</u>
		£	£
	Foundation was recipient of a community fundraising event	£150	£1,435
5. INVESTMENT INCOME		<u>2024</u>	<u>2023</u>
	Interest	£	£
	National Savings and Investment Income Bond	5,071	2,259
	CAF Bank accounts	1,606	352
	Nationwide Business Saver account	2,328	1,049
	Total interest on cash deposits	<u>9,005</u>	<u>3,660</u>
	Dividends		
	COIF Charities Investment Fund Income Units	41,130	40,971
	COIF Charities Ethical Investment Fund Income Units	4,376	4,341
	Total investment income	<u>54,511</u>	<u>48,972</u>
6. PROPERTY EXPENDITURE		<u>2024</u>	<u>2023</u>
		£	£
	Repairs and maintenance	50,711	7,176
	Insurance	25,818	22,033
	Grounds maintenance	2,782	2,683
	Service charges	15,950	6,897
	VAT partial exemption - VAT not recoverable	0	1,945
		<u>95,261</u>	<u>40,734</u>
7. PROPERTY MANAGEMENT		<u>2024</u>	<u>2023</u>
		£	£
	Management fees	18,075	14,642
	Legal and professional fees	13,885	4,860
	Office expenses - 7% (2023 - 4%) (Note 6)	5,479	3,011
		<u>37,439</u>	<u>22,513</u>
8. OFFICE EXPENSES		<u>2024</u>	<u>2023</u>
		£	£
	Building maintenance and water	392	1,094
	Rates	399	379
	Printing & stationery	711	953
	Postage and sundries	405	319
	Staff salary	69,598	64,649
	IT development and support	3,198	3,776
	Charity insurance	302	461
	Light, heat & telephone	2,569	1,420
	Bank charges	88	100
	Depreciation	458	351
	Publicity	148	291
	VAT partial exemption - VAT not recoverable	0	1,491
		<u>78,268</u>	<u>75,284</u>

Continued

JAMES MARSHALL FOUNDATION CIO
NOTES TO THE FINANCIAL STATEMENTS AT 31 MARCH 2024

8. OFFICE EXPENSES Continued

Allocated on the basis of staff time as follows:	<u>2024</u>	<u>2024</u>	<u>2023</u>	<u>2023</u>
	%	£	%	£
Properties	7	5,479	4	3,011
Grants	66	51,656	66	49,688
Governance	26	20,350	29	21,832
Investments	1	783	1	753
	<u>100</u>	<u>78,268</u>	<u>100</u>	<u>75,284</u>

9. GRANT EXPENDITURE	<u>2024</u>	<u>2023</u>
	£	£
Grants awarded to individuals in the year	239,248	307,119
Grants for awards in earlier years	-29,284	-17,176
	<u>209,964</u>	<u>289,943</u>

All the grants are awarded to eligible individuals under 25 years who live in the catchment area of the Foundation for the purposes of education and career development. The activities or items for which grant funding has been awarded has been set out in the Trustees' Report.

10. SUPPORT COSTS	<u>2024</u>	<u>2023</u>
	£	£
Governance and support costs		
Office expenses - 26% (2023 - 29%) (Note 6)	20,350	21,832
Auditor's remuneration	5,750	4,000
Training, meetings and other costs	2,590	1,239
300th Anniversary celebration	0	837
Trustees insurance	799	727
	<u>29,489</u>	<u>28,635</u>

11. ANALYSIS OF STAFF COSTS AND REMUNERATION OF KEY MANAGEMENT PERSONNEL	<u>2024</u>	<u>2023</u>
Salaries	68,010	63,337
Employers National Insurance	0	14
Pension costs (defined contribution)	1,588	1,298
	<u>69,598</u>	<u>64,649</u>

The average monthly headcount was 4 staff (2023 - 3) and the average monthly number of full time equivalent employees during the year was 1.5 (2023 - 1.5).

The Foundation considers its key management personnel is the Foundation Manager whose benefits totalled £34,136 (2023 - £43,515).

No employees received emoluments in the year in excess of £60,000 (2023 - None).

Staff costs are allocated to activities on the basis of staff time.

REMUNERATION AND EXPENSES PAID TO TRUSTEES

No remuneration is paid to any Trustee.

£110 (2023 - £137) in total was reimbursed to four Trustees for charity-related expenses.

12. AUDITOR'S REMUNERATION

The auditor's remuneration constituted an audit fee of £5,750 (2023 - £4,000).

JAMES MARSHALL FOUNDATION CIO
NOTES TO THE FINANCIAL STATEMENTS AT 31 MARCH 2024

	<u>2024</u>	<u>2023</u>
	£	£
13. FIXED ASSET INVESTMENT PROPERTIES		
Investment properties at fair value	5,300,000	5,300,000
At 1 April 2023		
Surplus on revaluation	0	0
At 31 March 2024	5,300,000	5,300,000

The historical cost in March 2019 prior to incorporation of the investment properties was £2,730,376.

The investment properties were professionally valued at 31 March 2021 by Mr. R. Hayler FRICS, registered valuer of HO2 (Brighton) Limited, Chartered Surveyors on the basis of open market value in accordance with the Appraisal and Valuation Manual of the Royal Institution of Chartered Surveyors.

In the opinion of the Trustees, there are no known events that have occurred that would significantly affect the long term market valuation of the Foundation's properties, as shown in the financial statements at 31 March 2024. The property portfolio is professionally revalued every 5 years and will next be professionally valued at 31 March 2026.

The Charity's office at Unit 6, 17 Leyton Road, Harpenden has a fair value of £60,000 (2023 - £60,000) and is used by the Foundation as its office and is included in the fair value above of £5,300,000 (2023 - £5,300,000).

Open market value is considered to also represent the fair value.

	COIF Investment		COIF Ethical	Total		
	Endowment	Unrestricted	Unrestricted	Endowment	Unrestricted	Total
	Funds	Funds	Funds	Investment	Investment	Investment
	£	£	£	£	£	£
Movement in Fixed Asset investment						
Market value at 1 April 2023	781,811	627,258	142,187	781,811	769,445	1,551,256
Investment during year	0	0	0	0	0	0
Net surplus/(loss) on revaluation	70,788	56,758	13,970	70,788	70,728	141,516
Market value at 31 March 2024	852,599	684,016	156,157	852,599	840,173	1,692,772

The Charity was established in 2018 and the assets and operations of the predecessor charity were transferred to the Charity on 1 April 2019. The value of the financial investments was £833,413 at that date. Since that date a further £500,000 has been invested so the total historical cost of the financial investments is £1,333,413.

The investments in the COIF Charities Investment Fund and COIF Charities Ethical Investment Fund are common investment funds, meaning pooled investment funds which are governed by the Charities Act 2011 (as amended) and authorised by the Charity Commission. The investment objective of the Funds are to provide a long-term return comprising growth in capital and income. The investments are carried at fair value. The basis of fair value is considered to be equivalent to the mid market value as provided by CCLA Fund Managers Limited as the fund is not admitted to trading on a secondary market. Purchases are recognised at the date of trade at cost (that is their transaction value).

	<u>Office and Estate</u>
	<u>Equipment</u>
	£
15. TANGIBLE FIXED ASSETS for use by the charity	
Cost	
At 1 April 2023	3,350
Additions	704
Disposals	0
At 31 March 2024	4,054
Depreciation	
Accumulated depreciation at 1 April 2023	2,652
Charge for the year	458
Disposals	0
Accumulated depreciation at 31 March 2024	3,110
Net Book Value	
As at 1 April 2023	698
Movement in year	246
At 31 March 2024	944

JAMES MARSHALL FOUNDATION CIO
NOTES TO THE FINANCIAL STATEMENTS AT 31 MARCH 2024

16. DEBTORS	<u>2024</u>	<u>2023</u>
	£	£
Accrued Income - rent, interest and dividends receivable	22,012	11,787
Prepayments	2,636	1,346
VAT recoverable	5,569	2,190
	<u>30,217</u>	<u>15,323</u>
17. CREDITORS AMOUNTS FALLING DUE WITHIN ONE YEAR	<u>2024</u>	<u>2023</u>
	£	£
Auditor's fees	5,750	4,000
Holiday pay accrual	1,524	2,256
Professional fees	5,550	7,677
Property-related costs	0	14,073
Office costs and other unpaid invoices	195	245
Tenants rent and charges in advance	74,457	63,853
Grants to be paid	65,474	69,036
VAT - HMRC	5,228	7,829
	<u>158,178</u>	<u>168,969</u>
18. PROVISIONS FOR LIABILITIES AND CHARGES	<u>2024</u>	<u>2023</u>
	£	£
Repair work	60,000	0

An unexpected repair has been identified at a property where remedial work is required. The work necessary to resolve the matter has been established and quotes have been sought and a provision has been made for the best estimate of both the rectification works and the likely associated professional fees. The work is due to start in June - Sept 2024.

19. MOVEMENT ON FUNDS

	1 April 2023	Income	Expenditure	Revaluation	31 March 2024
	£	£	£	£	£
Endowment Fund	6,081,811	0	0	70,788	6,152,599
Unrestricted fund	952,668	436,886	-424,592	70,728	1,035,690
Total funds	<u>7,034,479</u>	<u>436,886</u>	<u>-424,592</u>	<u>141,516</u>	<u>7,188,289</u>

ANALYSIS OF NET ASSETS BY FUND AT 31 MARCH 2024	<u>Endowment</u>	<u>Unrestricted</u>	31 March
	<u>Funds</u>	<u>Funds</u>	2024
	£	£	£
Investment properties	5,300,000	0	5,300,000
Investment	852,599	840,173	1,692,772
Tangible fixed assets	0	944	944
Debtors and prepayments	0	30,217	30,217
Short term deposits	0	364,188	364,188
Cash at bank	0	18,346	18,346
	<u>6,152,599</u>	<u>1,253,868</u>	<u>7,406,467</u>
Creditors, accruals and provisions		-218,178	-218,178
	<u>6,152,599</u>	<u>1,035,690</u>	<u>7,188,289</u>

JAMES MARSHALL FOUNDATION CIO
NOTES TO THE FINANCIAL STATEMENTS AT 31 MARCH 2024

20. COMMITMENTS, GUARANTEES AND CONTINGENT ASSETS AND LIABILITIES

(a) Pension commitments

The Foundation operates a defined contribution automatic enrolment pension scheme on behalf of the employees. The assets of the scheme are held separately from those of the Foundation in independently administered funds. The annual pension commitment under the scheme is for contributions of 3% of gross salary.

(b) At 31 March 2024 there are future minimum lease payments due:

Not later than 1 year	£212
Greater than 1 year but not later than 5 years	£159

(c) At 31 March 2024 there are future minimum lease payments receivable under leases relating to investment properties of:

Not later than 1 year	£322,084
Greater than 1 year but not later than 5 years	£900,904
Later than 5 years	£205,232

(d) Other financial commitments

There are no other outstanding capital or other financial commitments at the end of the year. No guarantees have been given.

21. RELATED PARTY TRANSACTIONS

No Trustee had any personal interest in any contract or transaction entered into by the Foundation in the year.

JAMES MARSHALL FOUNDATION CIO

England & Wales - Charity number 1181004

Accounts

JAMES MARSHALL FOUNDATION CIO

TRUSTEES' ANNUAL REPORT AND AUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

JAMES MARSHALL FOUNDATION CIO
ANNUAL REPORT AND AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

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JAMES MARSHALL FOUNDATION CIO

REFERENCE AND ADMINISTRATIVE INFORMATION

Trustees for the year ended 31 March 2023

CHAIRMAN Mr. J. M. R. Finch

VICE-CHAIRMAN Mr. K. Andrews

Mr. C. J. Canfield

Ms. A. Davies

Mr. A. J. Large

Mrs. N. K. R. Linacre - resigned 23 June 2022

Mr K. D. Oxley - resigned 24 May 2022

Mr. R. J. Pryn

Ms. R. Shah - resigned 22 November 2022

Mr. M. Whitley

EMAIL office@jamesmarshallfoundation.co.uk

WEBSITE www.jamesmarshallfoundation.co.uk

CHARITY REGISTRATION NUMBER 1181004

JAMES MARSHALL FOUNDATION CIO

Advisors for the year ended 31 March 2023

OFFICE

Unit 6, 17 Leyton Road
Harpenden
Hertfordshire AL5 2HY

ADMINISTRATION Foundation Manager
Grant Manager
Foundation Associates

Mrs. P. Whiting
Mr. N. Hodgins
Ms. F. Brown
Ms. A. Letcher

AUDITOR

David M. Rees & Associates Limited
Well Cottage
Cucumber Lane
Essendon
Hertfordshire AL9 6JB

SOLICITOR

S A Law
Gladstone Place
36-38 Upper Marlborough Road
St Albans
Hertfordshire AL1 3UU

BANKER

CAF Bank Ltd
25 Kings Hill Avenue
Kings Hill
West Malling
Kent ME19 4JQ

PROPERTY MANAGEMENT

HO2 (Brighton) Ltd
Suite G, Pavilion House West
King Business Centre
Sayers Common
East Sussex BN6 9LS

BUILDING SURVEYOR

Evans & Crawley
Bridge House
Water Meadow
Chesham
Buckinghamshire HP5 1LF

JAMES MARSHALL FOUNDATION CIO
REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

The Trustees present their annual report and financial statements of the charitable incorporated organisation for the year ended 31 March 2023. The financial statements have been prepared in accordance with the accounting policies set out in Note 1 to the financial statements and comply with the constitution of the Foundation when the entity was established on 5 December 2018 (26 September 2022 revision), the Charities Act 2011, and the Charities Statement of Recommended Practice ("Charities SORP") applicable to Charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) second edition issued in October 2019.

Structure

James Marshall Foundation CIO is a charitable incorporated organisation with registered number 1181004. It was incorporated on 5 December 2018 as the successor entity to James Marshall Foundation, a Charity with registration number 312127 established by the Will of Mr James Marshall dated 30 December 1719 and bequeathed on his death in 1722. James Marshall Foundation ceased operating on 31 March 2019 and the assets and operations were transferred to James Marshall Foundation CIO on 1 April 2019. The remit of the charitable incorporated organisation remained the same, but transferring the assets and operations into this structure facilitated better governance and provided greater protection over sustainability of the Charity.

Objectives and activities for the public benefit

The purpose of James Marshall Foundation CIO is to advance in life young people living in Harpenden, Wheathampstead, Kimpton, Redbourn, Flamstead and Markyate and the hamlet of East Hyde who are under the age of 25 and in financial hardship by the provision of grants to assist with their education and career development. The locations of Kimpton, Redbourn, Flamstead and Markyate were included from 19 August 2021 after receipt of Charity Commission approval to expand the catchment area. To fulfil that purpose, the Foundation awards grants towards the cost of the following items/activities:

- Travel and equipment for work including apprenticeships
- Accommodation, books, equipment, travel for diplomas, degrees and postgraduate degrees
- Further educational courses and career development opportunities
- School trips, school uniform, books, equipment and laptops
- Extra-curricular activities such as music and sport

In setting the aims and objectives together with planning the future activities, the Trustees have given careful consideration to the Charity Commission's general guidance on public benefit and in particular to its supplementary public benefit guidance on advancing education. Grants are awarded to individuals in the local community who meet the eligibility criteria. These grants provide opportunities to young people where, without such funding, the financial cost would be a barrier. In this way, the Foundation is able to make a difference to the circumstances of its beneficiaries in assisting to develop their career or enrich their educational experience.

Investment, policy and performance

The financial objective of the Foundation is to at least maintain the real value of the assets whilst generating a stable and sustainable return to fund grant making. The Capital Fund comprises investment properties and long term investments in a portfolio of global equities and corporate bonds ("the pooled fund") managed by an independent advisor and is a permanent endowment. The net assets of this fund are held for the purpose of generating income for the Distribution Fund, from which the grants are paid. Over recent years the Capital Fund has not maintained its real value, however, this has been exacerbated by the higher levels of inflation over the last 2 years.

The property portfolio was professionally valued at 31 March 2021 for inclusion in the Foundation's accounts by Mr. R. Hayler FRICS, Registered Valuer of HO2 (Brighton) Limited, Chartered Surveyors, at £5,300,000. The Trustees have performed an internal valuation of the property portfolio at 31 March 2023, considering the following relevant factors:

- All rent relating to the financial year was received.
- There is diversification across the portfolio, with tenants from different sectors, which lessens the effect of specific fluctuations relevant to one sector.

JAMES MARSHALL FOUNDATION CIO
REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

- The Trustees have commissioned a series of property inspections in recent years which have supported the fact that the properties are in a good state of repair.
- The properties are all held for the long term and the Trustees currently have no intention to dispose of any property.

The Trustees confirm that maintaining the overall market value at £5,300,000 is reasonable, however they are aware of the additional uncertainties around this valuation due to the difficult economic conditions. The next independent valuation is due at 31 March 2026.

There has been a short term decline in pooled investment value in line with general market movements, however, this is expected to be a short term issue.

The Trustees are undertaking a review of the investments held in the Capital Fund to ensure they are appropriate to deliver the objective of maintaining the real value over the longer term and generating a return for distribution.

Risk management

The principal risks faced by the Foundation are vacant periods in rental income, unpaid rent, unexpected repair & maintenance costs and losses crystallising on the sale of long term investments. The Trustees have a risk management strategy which comprises a regular review of the major risks which the Foundation faces and the establishment of systems and procedures to identify those risks. This enables the Trustees to implement required actions to minimise any potential impact on the Foundation.

Reserves policy

The Foundation has net current assets in its Distribution Fund amounting to £952,668 at 31 March 2023. The Trustees consider that £300,000 of this balance should be retained to meet the costs of potential vacant periods, repairs & maintenance costs, losses crystallised on the sale of property and generally to safeguard the Foundation financially. The Trustees consider that the assets are available and sufficient to meet all of the Foundation's obligations.

Review of performance

During the year 1,021 grants were awarded and a breakdown of the categories of grants was:

Year ended 31 March 2023

Degree & postgraduate degree	31
Diploma & Educational course	5
Computer/Digital device	181
Travel	12
School Uniform	336
Extra-curricular: Music – Drama - Sport	144
Scouts/Guides/Duke of Edinburgh	27
School Trips	230
Educational equipment	41
Books	14
Total	1021

The total value of grants awarded was £307,119 (a 69% increase on the prior year). There were also grants outstanding for awards in the previous year of £17,176 unpaid at 31 March 2023, mainly due to cancellations. This phenomenal increase reflects the economic difficulties resulting in greater numbers of families financially struggling, the expansion of the Foundation's catchment area, closer relationships with referral sources, a significant number of young people newly arrived from Ukraine and greater awareness of the Foundation. Whilst the level of grant applications and awards was higher than anticipated at the start of the year, the Trustees felt that in these very difficult times it was important that the Foundation was able to respond and adapt to this increase in grant activity and seamlessly continue to play a key role in financially supporting eligible young people in the local community.

JAMES MARSHALL FOUNDATION CIO
REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

Financial review

The Foundation's principal sources of funding are rental income from commercial properties and dividend income from financial investments. The income received supports the grant making each year and grants are only awarded if the income is available. During the year the Foundation received a total of income of £411,416 of which £361,009 was for property income. Property expenditure and costs totalled £64,000 being a return on the fair value of the properties of 5.6%. Of the available income after all costs of £269,093, grants were awarded of £307,119. In addition, there were grants outstanding for awards in earlier years unpaid at 31 March 2022 of £17,176 which were cancelled. The increase in staff costs is directly associated with the increase in grant activity. The deficit in income after allocation of the devaluation of investment of £52,972 has been deducted from the distribution fund. A property repair matter is currently being investigated where remedial action will be required, but the Trustees are comfortable that there will be no longer term impairment to the value of the property. Liabilities have been recognised in line with the accounting policy for expenditure recognition and so the costs of the initial assessment have been accrued.

Plans for the future

James Marshall Foundation CIO is a lasting testimony to the generosity of James Marshall. The Foundation is expected to exist in perpetuity and investments are managed to ensure this sustainability. The Trustees are aware of need to assist both current and future beneficiaries.

Governance and management

The Board of Trustees consists of up to ten Trustees who should live in the catchment area of the Charity. Trustees attend approximately five Board meetings a year. There are four Committees of the Board: Grant Awarding, Finance & Operations, Property and Marketing & Communications. These Committees meet regularly during the year. The Foundation has been awarded the Charity Excellence Framework Quality Mark, acknowledging the attention given to effective governance and management.

Trustee appointment, induction and training

When a vacancy for a Trustee position arises, the Foundation advertises widely in both local publications and websites and with appropriate national organisations. Social media postings also highlight the vacancy and local organisations are made aware such as Harpenden Town Council and Wheathampstead Parish Council.

The applicants are then shortlisted and a number invited to an interview to meet with a panel of Trustees. The selected candidates are then endorsed by the full Board. The standard term of office is three years and a Trustee may only be reappointed after nine years under exceptional circumstances. Trustees sign a Declaration of Acceptance of Office when appointed or re-appointed. On election as a Trustee, an individual assumes a number of responsibilities. Trustees are reminded that they are accountable in law for the good governance of the Foundation and all new Trustees receive a thorough induction. Trustees are requested to complete training courses as required to update and develop their skills. Decisions relating to the structure of the Charity, policies and procedures and the management of the Foundation's assets are made by the Board of Trustees after taking professional advice where appropriate. All Trustees give of their time freely and no Trustee remuneration was paid in the year.

Key personnel

The day to day operations of the Foundation are managed by the Foundation Manager, assisted by a Grant Manager and two Foundation Associates. They provide support and information to the Board and Committees, implement the decisions, ensure legal and regulatory compliance including preparing appropriate risk assessments, keep accurate financial records, manage the grant awarding process including liaising with applicants and suppliers and making subsequent payments and work with professional advisers and other organisations. All members of staff work on a part-time basis.

Website and social media

The charity's website, www.jamesmarshallfoundation.co.uk, provides information and supplies details of the types of grants awarded by the Foundation and has a link to the online application form. The Foundation also has a social media presence with Facebook and Twitter accounts (handle @jmf1722) to promote greater awareness amongst the local community.

JAMES MARSHALL FOUNDATION CIO
REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

300th Anniversary

James Marshall Foundation was established by the Will of James Marshall in June 1722. The Trustees were delighted to honour the founder and celebrate reaching the 300th Anniversary by arranging a Concert held at St Helen's Church in Wheathampstead on 23 June 2022, outside of which James Marshall's grave stands. The Concert was attended by Robert Voss CBE CsTJ Lord-Lieutenant of Hertfordshire and Sally Burton DL, High Sheriff of Hertfordshire along with supporters and beneficiaries of the Foundation. Six local schools performed beautifully and made the Concert a wonderful tribute to James Marshall and his legacy.

Trustees' responsibilities in relation to the financial statements

The Charity Trustees are responsible for preparing the Trustees' annual report and 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 and Wales requires the charity Trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the Charity and of the incoming resources and application of resources, of the Charity for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the applicable Charities SORP
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in 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 applicable Charities (Accounts and Reports) Regulations and the provisions of the Constitution. They are also responsible for safeguarding the assets of the Charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

Auditors

David M. Rees & Associates Limited will not be seeking re-appointment and new auditors will be selected and appointed for the year ending on 31 March 2024.

Approved by the Trustees on 19 July 2023

and signed on their behalf by:

Unit 6, 17 Leyton Road
Harpenden
Hertfordshire AL5 2HY



Mr. J. M. R. Finch
Chairman of the Trustees

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES' OF JAMES MARSHALL FOUNDATION CIO

Opinion

We have audited the financial statements of James Marshall Foundation CIO for the year ended 31 March 2023 which comprise the Statements of Financial Activities, the Balance Sheet, and the related notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2022, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

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

Conclusions relating to going concern

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

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

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

Other information

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

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

We have nothing to report in this regard.

Matters on which we are required to report by exception

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

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

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page 6, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

Auditor's responsibilities for the audit of the financial statements

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

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

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud.

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

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

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Sharan C. Rees FCA
Statutory Auditor



David M. Rees Associates Limited

WELL COTTAGE
CUCUMBER LANE
ESSENDON
HERTFORDSHIRE AL9 6JB

DAVID M. REES & ASSOCIATES LIMITED
Chartered Accountants and Statutory Auditors

DATED 21 July 2023

DAVID M. REES & ASSOCIATES LIMITED is eligible to act as an auditor in terms of Section 1212 of the Companies Act 2006

JAMES MARSHALL FOUNDATION CIO
STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2023

	<u>Notes</u>	<u>2023</u>		<u>2022</u>	
		£	£	£	£
UNRESTRICTED FUNDS - General funds for distribution					
Income					
Donations	2		1,435		175
Investment income					
Property income - Rent			332,613		323,806
Commission			3,698		3,362
Recoverable costs - Insurance			21,828		18,988
Professional fees			720		720
Grounds maintenance			2,150		2,150
Dividends and interest	3		48,972		41,423
Total Income			<u>411,416</u>		<u>390,624</u>
Expenditure					
Costs of generating funds					
Property expenditure	4	40,734		23,438	
Property management	5	22,513		14,567	
Investment management	6	753		549	
		<u>64,000</u>		<u>38,554</u>	
Expenditure on charitable activities					
Grants awarded to individuals in the year		307,119		181,831	
Grants for awards in earlier years		-17,176		-20,068	
		<u>289,943</u>		<u>161,763</u>	
Office expenses	6	49,688		31,314	
Support costs	7	28,635		28,333	
		<u>368,266</u>		<u>221,410</u>	
Total expenditure			<u>432,266</u>		<u>259,964</u>
Net income and net movement in unrestricted funds					
before gains and losses on investments					
Surplus/deficit on revaluation of investments	11		-20,850		130,660
			<u>-32,122</u>		<u>35,240</u>
NET MOVEMENT IN UNRESTRICTED FUNDS					
FOR THE YEAR					
Unrestricted funds at 1 April 2022			1,005,640		839,740
Total unrestricted funds at 31 March 2023			<u>952,668</u>		<u>1,005,640</u>
RESTRICTED FUNDS					
Restricted funds at 1 April 2022			6,112,568		6,048,061
Surplus/deficit on revaluation of investment	11		-30,757		64,507
Total restricted funds at 31 March 2023			<u>6,081,811</u>		<u>6,112,568</u>

The Statement of Financial Activities includes all gains and losses recognised in the year. All incoming resources and resources expended derive from continuing activities.

JAMES MARSHALL FOUNDATION CIO
BALANCE SHEET AT 31 MARCH 2023

	Notes	<u>2023</u>		<u>2022</u>	
		£	£	£	£
FIXED ASSETS					
Investment properties	10	5,300,000		5,300,000	
Investment	11	1,551,256		1,614,135	
Tangible fixed assets	12	<u>698</u>		<u>508</u>	
Total fixed assets			6,851,954		6,914,643
CURRENT ASSETS					
Debtors and prepayments	13	15,323		14,049	
Short term deposits		315,640		305,329	
Cash at bank		<u>20,531</u>		<u>12,327</u>	
Total current assets		<u>351,494</u>		<u>331,705</u>	
LIABILITIES					
Creditors: amounts falling due within one year	14	<u>-168,969</u>		<u>-128,140</u>	
Net current assets			<u>182,525</u>		<u>203,565</u>
TOTAL NET ASSETS			<u>7,034,479</u>		<u>7,118,208</u>
RESTRICTED FUNDS	15		6,081,811		6,112,568
UNRESTRICTED FUNDS	15		952,668		1,005,640
TOTAL FUNDS			<u>7,034,479</u>		<u>7,118,208</u>

Signed on behalf of the Trustees



Mr. K. Andrews
VICE CHAIRMAN

Approved by the Trustees on 19 July 2023

Charity Number 1181004

JAMES MARSHALL FOUNDATION CIO
NOTES TO THE FINANCIAL STATEMENTS AT 31 MARCH 2023

1. **SIGNIFICANT ACCOUNTING POLICIES**

a. **Basis of preparation of financial statements**

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 notes to these accounts to include certain items at fair value. The financial statements have been prepared in accordance with the second edition of the Charities Statement of Recommended Practice issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), and the Charities Act 2011.

The Trustees consider that there are no material uncertainties about the James Marshall Foundation CIO's ability to continue as a going concern. The most significant areas of uncertainty that affect the carrying value of assets held by James Marshall Foundation CIO are the level of rental and investment return and the performance of the property and investment markets.

The financial statements are presented in sterling which is the functional currency of the Charity.

James Marshall Foundation CIO constitutes a public benefit entity as defined by FRS 102.

The significant accounting policies applied in the preparation of these financial statements are set out below.

b. **Funds structure**

The Charity has restricted and unrestricted funds :

- (i) Restricted fund - the assets currently held have been derived from the original bequest of Mr James Marshall to be preserved for the purpose of generating income. The income generated is available to fund grant making.
 - (ii) Unrestricted fund - comprises the accumulated undistributed incoming resources generated from the investments held in the restricted fund.
- Investment gains and losses are allocated to the appropriate fund.

c. **Income recognition**

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Rent receivable is recognised on an accruals basis apportioned to the year under review.

Donations are recognised when the Foundation has been notified in writing of both the amount and settlement date and any performance related conditions met.

Investment income is included when receivable and the amount can be measured reliably by the Foundation: this is normally upon notification of the interest paid or payable by the bank or the dividend paid or payable by the fund.

d. **Expenditure recognition**

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 settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings. Where expenditure is attributable to more than one activity, it has been apportioned across the cost categories on the basis of staff time, a basis considered to be consistent with the use of resources acquired.

JAMES MARSHALL FOUNDATION CIO
NOTES TO THE FINANCIAL STATEMENTS AT 31 MARCH 2023

- d. **Expenditure recognition continued**
Grants are awards to third parties in the furtherance of the charitable objects of the Foundation. Grants are accounted for when they are awarded.
- e. **VAT**
Input VAT not recoverable as a result of the Charity's partial exemption status is shown separately in the financial statements.
- f. **Allocation of support and governance costs**
Governance costs comprise all costs involving the public accountability of the Charity and its compliance with regulation and good practice. These costs include costs related to statutory audit and an apportionment of office expenses.
- g. **Fixed asset investment properties**
Investment properties are stated at fair value as determined periodically by professionally qualified independent external valuers, with interim annual valuation assessments by the Trustees with advice from the managing agent, HO2 (Brighton) Limited. The Statement of Financial Activities includes the net gains and losses arising on revaluation, acquisitions and disposals, where applicable, throughout the year.
- h. **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 balance sheet date using the closing Mid Market Valuation. The Statement of Financial Activities includes the net gains and losses arising on revaluation and disposals throughout the year.

The Foundation does not acquire put options, derivatives or other complex financial instruments.
- i. **Realised gains and losses**
The main form of financial risk faced by the charity is that of volatility in commercial property and equity 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. All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investment properties are calculated as the difference between sales proceeds and their opening fair 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 at the beginning of the year. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.
- j. **Pension costs**
Contributions in respect of the Foundation's defined contribution automatic enrolment scheme are charged to the Statement of Financial Activities for the year in which they are payable to the pension scheme.
- k. **Tangible fixed assets and depreciation for use by the Foundation**
Assets costing £500 or above are capitalised. Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at a rate calculated to write off the cost or revaluation of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:
Office and estate equipment - 25% straight line on original cost.

JAMES MARSHALL FOUNDATION CIO
NOTES TO THE FINANCIAL STATEMENTS AT 31 MARCH 2023

2.	DONATIONS	£1,435	£175
	The Foundation was chosen as the recipient from community fundraising events		
3.	INVESTMENT INCOME	<u>2023</u>	<u>2022</u>
	Interest	£	£
	National Savings and Investment Income Bond	2,259	215
	CAF Bank accounts	352	13
	Nationwide Business Saver account	1,049	168
	Total interest on cash deposits	<u>3,660</u>	<u>396</u>
	Dividends		
	COIF Charities Investment Fund Income Units	40,971	37,748
	COIF Charities Ethical Investment Fund Income Units	4,341	3,279
	Total investment income	<u>48,972</u>	<u>41,423</u>
4.	PROPERTY EXPENDITURE	<u>2023</u>	<u>2022</u>
		£	£
	Repairs and maintenance	7,176	0
	Insurance	22,033	19,228
	Grounds maintenance	2,683	2,921
	Service charges	6,897	0
	VAT partial exemption - VAT not recoverable	1,945	1,289
		<u>40,734</u>	<u>23,438</u>
5.	PROPERTY MANAGEMENT	<u>2023</u>	<u>2022</u>
		£	£
	Management fees	14,642	10,920
	Legal and professional fees	4,860	1,450
	Office expenses - 4% (2022 - 4%) (Note 6)	3,011	2,197
		<u>22,513</u>	<u>14,567</u>
6.	OFFICE EXPENSES	<u>2023</u>	<u>2022</u>
		£	£
	Building maintenance and water	1,094	142
	Rates	379	379
	Printing & stationery	953	755
	Postage and sundries	319	1,029
	Staff salary	64,649	46,479
	IT development and support	3,776	1,797
	Charity insurance	461	310
	Light, heat & telephone	1,420	1,197
	Bank charges	100	96
	Depreciation	351	666
	Publicity	291	356
	VAT partial exemption - VAT not recoverable	1,491	1,730
		<u>75,284</u>	<u>54,936</u>

Continued

JAMES MARSHALL FOUNDATION CIO
NOTES TO THE FINANCIAL STATEMENTS AT 31 MARCH 2023

6. OFFICE EXPENSES Continued

Allocated on the basis of staff time as follows:	<u>2023</u>	<u>2023</u>	<u>2022</u>	<u>2022</u>
	%	£	%	£
Properties	4	3,011	4	2,197
Grants	66	49,688	57	31,314
Governance	29	21,832	38	20,876
Investments	1	753	1	549
	<u>100</u>	<u>75,284</u>	<u>100</u>	<u>54,936</u>

7. SUPPORT COSTS

	<u>2023</u>	<u>2022</u>
	£	£
Governance and support costs		
Office expenses - 29% (2021 - 38%) (Note 6)	21,832	20,876
Auditor's remuneration	4,000	4,000
Training, meetings and other costs	1,239	1,117
300th Anniversary celebration	837	1,446
Trustees insurance	727	894
	<u>28,635</u>	<u>28,333</u>

8. ANALYSIS OF STAFF COSTS AND REMUNERATION OF KEY MANAGEMENT PERSONNEL

	<u>2023</u>	<u>2022</u>
Salaries	63,337	45,358
Employers National Insurance	14	2
Pension costs	1,298	1,119
	<u>64,649</u>	<u>46,479</u>

The average monthly headcount was 3 staff (2022 - 2) and the average monthly number of full time equivalent employees during the year was 1.5 (2022 - 1.0).

The Foundation considers its key management personnel is the Foundation Manager whose benefits totalled £43,515 (2022 - £38,109).

No employees received emoluments in the year in excess of £60,000 (2022 - None).

REMUNERATION AND EXPENSES PAID TO TRUSTEES

No remuneration is paid to any Trustee.

£137 (2022 - £654) in total was reimbursed to three Trustees who purchased items costing this amount on behalf of the Foundation.

9. AUDITOR'S REMUNERATION

The auditor's remuneration constituted an audit fee of £4,000 (2022 - £4,000)

JAMES MARSHALL FOUNDATION CIO
NOTES TO THE FINANCIAL STATEMENTS AT 31 MARCH 2023

	<u>2023</u>	<u>2022</u>
	£	£
10. FIXED ASSET INVESTMENT PROPERTIES		
Investment properties at fair value	5,300,000	5,300,000
At 1 April 2022		
Surplus on revaluation	0	0
At 31 March 2023	5,300,000	5,300,000

The historical cost prior to incorporation of the investment properties is £2,730,376.

The investment properties were professionally valued at 31 March 2021 by Mr. R. Hayler FRICS, registered valuer of HO2 (Brighton) Limited, Chartered Surveyors on the basis of open market value in accordance with the Appraisal and Valuation Manual of the Royal Institution of Chartered Surveyors.

In the opinion of the Trustees, there are no known events that have occurred that would significantly affect the long term market valuation of the Foundation's properties, as shown in the financial statements at 31 March 2023. The property portfolio is professionally revalued every 5 years and will next be professionally valued at 31 March 2026.

The Charity's office at Unit 6, 17 Leyton Road, Harpenden has a fair value of £60,000 (2022 - £60,000) and is used by the Foundation as its office and is included in the fair value above of £5,300,000 (2022 - £5,300,000).

Open market value is considered to also represent the fair value.

	COIF Investment		COIF Ethical Investment	<u>Total</u>		<u>Total</u> Investment
	<u>Restricted</u>	<u>Unrestricted</u>	<u>Unrestricted</u>	<u>Restricted</u>	<u>Unrestricted</u>	
	Funds	Funds	Funds	Investment	Investment	
	£	£	£	£	£	£
Movement in Fixed Asset investment						
Market value at 1 April 2022	812,568	651,919	149,648	812,568	801,567	1,614,135
Investment during year	0	0	0	0	0	0
Net surplus/(loss) on revaluation	-30,757	-24,661	-7,461	-30,757	-32,122	-62,879
Market value at 31 March 2023	781,811	627,258	142,187	781,811	769,445	1,551,256

The investments in the COIF Charities Investment Fund and COIF Charities Ethical Investment Fund are common investment funds, meaning pooled investment funds which are governed by the Charities Act 2011 (as amended) and authorised by the Charity Commission. The investment objective of the Funds are to provide a long-term return comprising growth in capital and income. The investments are carried at fair value. The basis of fair value is considered to be equivalent to the mid market value as provided by CCLA Fund Managers Limited as the fund is not admitted to trading on a secondary market. Purchases are recognised at the date of trade at cost (that is their transaction value).

	<u>Office and Estate Equipment</u>
	£
12. TANGIBLE FIXED ASSETS for use by the charity	
Cost	
At 1 April 2022	2,883
Additions	541
Disposals	-74
At 31 March 2023	3,350
Depreciation	
Accumulated depreciation at 1 April 2022	2,375
Charge for the year	351
Disposals	-74
Accumulated depreciation at 31 March 2023	2,652
Net Book Value	
As at 1 April 2022	508
Movement in year	190
At 31 March 2023	698

JAMES MARSHALL FOUNDATION CIO
NOTES TO THE FINANCIAL STATEMENTS AT 31 MARCH 2023

13. DEBTORS	<u>2023</u>	<u>2022</u>
	£	£
Accrued Income - rent, interest and dividends receivable	11,787	11,329
Prepayments	1,346	159
VAT recoverable	2,190	2,561
	<u>15,323</u>	<u>14,049</u>

14. CREDITORS AMOUNTS FALLING DUE WITHIN ONE YEAR	<u>2023</u>	<u>2022</u>
	£	£
Auditor's fees	4,000	4,000
Holiday pay accrual	2,256	1,000
Professional fees	7,677	2,985
Property-related costs	14,073	0
Office costs and other unpaid invoices	245	1,525
Tenants rent and charges in advance	63,853	62,933
Grants to be paid	69,036	47,220
VAT - HMRC	7,829	8,477
	<u>168,969</u>	<u>128,140</u>

15. MOVEMENT ON FUNDS

	1 April 2022	Current Year	31 March 2023
	£	£	£
Restricted fund	6,112,568	-30,757	6,081,811
Unrestricted fund	1,005,640	-52,972	952,668
Total funds	<u>7,118,208</u>	<u>-83,729</u>	<u>7,034,479</u>

ANALYSIS OF NET ASSETS BY FUND AT 31 MARCH 2023	<u>Restricted Funds</u>	<u>Unrestricted Funds</u>	31 March 2023
	£	£	£
Investment properties	5,300,000	0	5,300,000
Investment	781,811	769,445	1,551,256
Tangible fixed assets	0	698	698
Debtors and prepayments	0	15,323	15,323
Short term deposits	0	315,640	315,640
Cash at bank	0	20,531	20,531
	<u>6,081,811</u>	<u>1,121,637</u>	<u>7,203,448</u>
Creditors and accruals	0	-168,969	-168,969
	<u>6,081,811</u>	<u>952,668</u>	<u>7,034,479</u>

JAMES MARSHALL FOUNDATION CIO
NOTES TO THE FINANCIAL STATEMENTS AT 31 MARCH 2023

16. COMMITMENTS, GUARANTEES AND CONTINGENT ASSETS AND LIABILITIES

(a) Pension commitments

The Foundation operates a defined contribution automatic enrolment pension scheme on behalf of the employees. The assets of the scheme are held separately from those of the Foundation in independently administered funds. The annual pension commitment under the scheme is for contributions of 3% of gross salary.

(b) At 31 March 2023 there is an annual maintenance charge for grant awarding system of £2,007 (2022 - £1,900)

(c) At 31 March 2023 there is an annual commitment of £212 (2022 - £189 for period to end of lease) in respect of the lease of a printer.

(d) Other financial commitments

An unexpected repair has been identified at a property, where remedial work is likely to be required. It is not yet clear what caused the issue, how it should be addressed, how much the rectification costs will be, where the liability will fall and whether a claim can be made against a third party involved in the original construction. This is currently being investigated and the cost of this assessment has been accrued. There will not be any material impact on the financial position of the Foundation.

There are no other outstanding capital or other financial commitments at the end of the year. No guarantees have been given.

17. RELATED PARTY TRANSACTIONS

No Trustee had any personal interest in any contract or transaction entered into by the Foundation in the year

JAMES MARSHALL FOUNDATION CIO

England & Wales - Charity number 1181004

Accounts

JAMES MARSHALL FOUNDATION CIO

TRUSTEES' ANNUAL REPORT AND AUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2022

JAMES MARSHALL FOUNDATION CIO
ANNUAL REPORT AND AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

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JAMES MARSHALL FOUNDATION CIO

REFERENCE AND ADMINISTRATIVE INFORMATION

Trustees for the year ended 31 March 2022

CHAIRMAN Mr. J. M. R. Finch

VICE-CHAIRMAN Mr. K. Andrews

Mr. C. J. Canfield

Ms. A. Davies

Mr. A. J. Large

Mrs. N. K. R. Linacre - resigned 23 June 2022

Mr K. D. Oxley - resigned 24 May 2022

Mr. R. J. Pryn

Ms. R. Shah

Mr. M. Whitley

EMAIL office@jamesmarshallfoundation.co.uk

WEBSITE www.jamesmarshallfoundation.co.uk

CHARITY REGISTRATION NUMBER 1181004

JAMES MARSHALL FOUNDATION CIO

Advisors for the year ended 31 March 2022

OFFICE

Unit 6, 17 Leyton Road
Harpenden
Hertfordshire AL5 2HY

ADMINISTRATION Foundation Manager
 Foundation Associates

Mrs. P. Whiting
Ms. F. Brown
Ms A. Letcher

AUDITORS

David M. Rees & Associates Limited
Well Cottage
Cucumber Lane
Essendon
Hertfordshire AL9 6JB

SOLICITORS

S A Law
Gladstone Place
36-38 Upper Marlborough Road
St Albans
Hertfordshire AL1 3UU

Debenhams Ottaway
107 St Peter's Street
St Albans
Hertfordshire AL1 3EW

BANKERS

CAF Bank Ltd
25 Kings Hill Avenue
Kings Hill
West Malling
Kent ME19 4JQ

PROPERTY MANAGEMENT

HO2 (Brighton) Ltd
5 Pavilion Mews
Church Street
Brighton
East Sussex BN1 1GX

BUILDING SURVEYOR

Evans & Crawley
Bridge House
Water Meadow
Chesham
Buckinghamshire HP5 1LF

JAMES MARSHALL FOUNDATION CIO
REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

The Trustees present their annual report and financial statements of the charitable incorporated organisation for the year ended 31 March 2022. The financial statements have been prepared in accordance with the accounting policies set out in Note 1 to the financial statements and comply with the constitution of the Foundation when the entity was established on dated 5 December 2018 (24 November 2021 revision), the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to Charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland published in October 2019.

Structure

James Marshall Foundation CIO is a charitable incorporated organisation with registered number 1181004. It was incorporated on 5 December 2018 as the successor entity to James Marshall Foundation, a Charity with registration number 312127 established by the Will of Mr James Marshall dated 30 December 1719 and bequeathed on his death in 1722. James Marshall Foundation ceased trading on 31 March 2019 and the assets and operations were transferred to James Marshall Foundation CIO on 1 April 2019. The remit of the charitable incorporated organisation remained the same, but transferring the assets and operations into this structure facilitated better governance and provided greater protection over sustainability of the Charity.

Objectives and activities for the public benefit

The purpose of James Marshall Foundation CIO is to advance in life young people living in Harpenden, Wheathampstead, Kimpton, Redbourn, Flamstead and Markyate and the hamlet of East Hyde who are under the age of 25 and in financial hardship by the provision of grants to assist with their education and career development. The locations of Kimpton, Redbourn, Flamstead and Markyate were included from 19 August 2021 after receipt of Charity Commission approval to expand the catchment area. To fulfil that purpose, the Foundation awards grants towards the cost of the following items/activities:

- Travel and equipment for work including apprenticeships
- Accommodation, books, equipment, travel for diplomas, degrees and postgraduate degrees
- Further educational courses and career development opportunities
- School trips, school uniform, books, equipment and laptops
- Extra-curricular activities such as music and sport

In setting the aims and objectives together with planning the future activities, the Trustees have given careful consideration to the Charity Commission's general guidance on public benefit and in particular to its supplementary public benefit guidance on advancing education. Grants are awarded to individuals in the local community who meet the eligibility criteria. These grants provide opportunities to young people where, without such funding, the financial cost would be a barrier. In this way, the Foundation is able to make a difference to the circumstances of its beneficiaries in assisting to develop their career or enrich their educational experience.

Impact of the Covid-19 pandemic

Covid-19 had several impacts on the Foundation during the year to 31 March 2022. There were delays in receiving rental income from some tenants, however, all rental payments were up-to-date by the end of the financial year. Discounts provided against some university accommodation costs led to a higher level of grants awarded in the prior year subsequently unutilised than would normally be the position. There has been a 52% increase in numbers of applications compared to the prior year, reflective of the resulting pressures on family finances arising from Covid-19; school trips being organised; the expansion of the catchment area and actions undertaken to raise awareness of the Foundation. The Trustees are pleased to report that the Foundation was able to respond and adapt to this increase in grant activity and seamlessly continue to play a key role in financially supporting eligible young people in the local community.

Risk management

The principal risks faced by the Foundation are vacant periods in rental income, unpaid rent, unexpected repair & maintenance costs and losses crystallising on the sale of long term investments. The Trustees have a risk management strategy which comprises a regular review of the major risks which the Foundation faces and the establishment of systems and procedures to identify those risks. This enables the Trustees to implement required actions to minimise any potential impact on the Foundation.

JAMES MARSHALL FOUNDATION CIO
REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

Review of performance

During the year 495 grants were awarded and a breakdown of the categories of grants was:

Year ended 31 March 2022

Work-related	1
Degree & postgraduate degree	30
Diploma & Educational course	4
Computer/Digital device	81
Travel	5
School Uniform	169
Extra-curricular: Music – Drama - Sport	68
Scouts/Guides/Duke of Edinburgh	12
School Trips	92
Educational equipment	24
Books	9
Total	495

The total value of grants awarded was £181,831 (a 10% increase on the prior year). There were also grants outstanding for awards in the previous year unpaid at 31 March 2022, mainly due to cancellations or discounts arising as a result of curtailments in activities due to Covid-19.

Financial review

The Foundation's principal sources of funding are rental income from commercial properties and dividend income from financial investments. The income received supports the grant making each year and grants are only awarded if the income is available. During the year the Foundation received a total of income of £390,624 of which £349,026 was for property income. Property expenditure and costs totalled £38,554 being a return on the fair value of the properties of 5.9%. Of the available income after all costs of £292,423, grants were awarded of £181,831. In addition, there were grants outstanding for awards in earlier years unpaid at 31 March 2021 of £18,555 and reimbursements from schools due to cancellation of school trips of £1,513. The surplus income after allocation of the revaluation of investment of £165,900 is added to the distribution fund available for future years. There has been an exponential rise in the number of grants awarded from 1 April 2022, with almost 700 grants awarded in the 5 months to 31 August 2022.

Investment, policy and performance

The financial objective of the Foundation is to at least maintain the real value of the assets whilst generating a stable and sustainable return to fund grant making. The Capital Fund comprises investment properties and long term investments. The net assets of this fund are held for the purpose of generating income for the Distribution Fund, from which the grants are paid. The property portfolio was professionally valued at 31 March 2021 for inclusion in the Foundation's accounts by Mr. R. Hayler FRICS, Registered Valuer of HO2 (Brighton) Limited, Chartered Surveyors, at £5,300,000. The Trustees have performed an internal valuation of the property portfolio at 31 March 2022, considering relevant factors. All rent relating to the financial year was received and there is diversification across the portfolio, with tenants from different sectors, which lessens the effect of specific fluctuations relevant to one sector. The Trustees have commissioned a series of property inspections in recent years which have supported the fact that the properties are in a good state of repair. The properties are all held for the long term and the Trustees currently have no intention to dispose of any property. The Trustees confirm that maintaining the overall market value at £5,300,000 is reasonable and the next independent valuation is due at 31 March 2026.

Reserves policy

The Foundation has net current assets in its Distribution Fund amounting to £1,005,640 at 31 March 2021. The Trustees consider that £300,000 of this balance should be retained to meet the costs of potential vacant periods, repairs & maintenance costs, losses crystallised on the sale of property and generally to safeguard the Foundation financially. The Trustees consider that the assets are available and sufficient to meet all of the Foundation's obligations.

JAMES MARSHALL FOUNDATION
REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

Plans for the future

James Marshall Foundation CIO is a lasting testimony to the generosity of James Marshall. The Foundation currently aims to distribute grants of approximately £250,000 per annum, but this can vary from year to year depending on grant making opportunities and investment returns. The Foundation is expected to exist in perpetuity and investments are managed to ensure this sustainability.

The Trustees recognised that the total requests from eligible applicants had been below the amount available for distribution in the last few years and several options for increasing grant application levels were identified, research conducted and financial modelling undertaken. As a result of this work and after gaining approval from the Charity Commission, on 19 August 2021 the catchment area of the Foundation was extended to include those young people living in the local villages of Kimpton, Redbourn, Markyate and Flamstead.

Governance and management

The Board of Trustees consists of up to ten Trustees who should live in the catchment area of the Charity. Trustees attend approximately six Board meetings a year. There are four Committees of the Board: Grant Awarding, Finance & Operations, Property and Marketing & Communications. These Committees meet regularly during the year. The Foundation has been awarded the Charity Excellence Framework Quality Mark, acknowledging the attention given to effective governance and management.

Trustee appointment, induction and training

When a vacancy for a Trustee position arises, the Foundation advertises widely in both local publications and websites and with appropriate national organisations. Social media postings also highlight the vacancy and local organisations are made aware such as Harpenden Town Council and Wheathampstead Parish Council.

The applicants are then shortlisted and a number invited to an interview to meet with a panel of Trustees. The selected candidates are then endorsed by the full Board. The standard term of office is three years and a Trustee may only be reappointed after nine years under exceptional circumstances. Trustees sign a Declaration of Acceptance of Office when appointed or re-appointed. On election as a Trustee, an individual assumes a number of responsibilities. Trustees are reminded that they are accountable in law for the good governance of the Foundation and all new Trustees receive a thorough induction. Trustees are requested to complete training courses as required to update and develop their skills. Decisions relating to the structure of the Charity, policies and procedures and the management of the Foundation's assets are made by the Board of Trustees after taking professional advice where appropriate. All Trustees give of their time freely and no Trustee remuneration was paid in the year.

Key personnel

The day to day operations of the Foundation are managed by the Foundation Manager, assisted by two Foundation Associates. They provide support and information to the Board and Committees, implement the decisions, ensure legal and regulatory compliance including preparing appropriate risk assessments, keep accurate financial records, manage the grant awarding process including liaising with applicants and suppliers and making subsequent payments and work with professional advisers and other organisations. All members of staff work on a part-time basis.

Website and social media

The charity's website, www.jamesmarshallfoundation.co.uk, provides information and supplies details of the types of grants awarded by the Foundation and has a link to the online application form. The Foundation also has a social media presence with Facebook and Twitter accounts (handle @jmf1722) to promote greater awareness amongst the local community.

300th Anniversary

James Marshall Foundation was established by the Will of James Marshall in June 1722. The Trustees were delighted to honour the founder and celebrate reaching the 300th Anniversary by arranging a Concert on 23 June 2022 held at St Helen's Church in Wheathampstead, outside of which James Marshall's grave stands. The Concert was attended by Robert Voss CBE CStJ Lord-Lieutenant of Hertfordshire and Sally Burton DL, High Sheriff of Hertfordshire along with supporters and beneficiaries of the Foundation. Six local schools performed beautifully and made the Concert a wonderful tribute to James Marshall and his legacy.

JAMES MARSHALL FOUNDATION
REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

Trustees' responsibilities in relation to the financial statements

The Charity Trustees are responsible for preparing the Trustees' annual report and 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 and Wales requires the charity Trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the Charity and of the incoming resources and application of resources, of the Charity for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the applicable Charities SORP
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in 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 applicable Charities (Accounts and Reports) Regulations and the provisions of the bye laws. They are also responsible for safeguarding the assets of the Charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

Auditors

A resolution reappointing David M. Rees & Associates Limited will be put to the Annual General Meeting.

Approved by the Trustees on ²⁶ September 2022

and signed on their behalf by:

Unit 6, 17 Leyton Road
Harpenden
Hertfordshire AL5 2HY



Mr. J. M. R. Finch
Chairman of the Trustees

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES' OF JAMES MARSHALL FOUNDATION CIO

Opinion

We have audited the financial statements of James Marshall Foundation CIO for the year ended 31 March 2022 which comprise the Statements of Financial Activities, the Balance Sheet, and the related notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2022, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

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

Conclusions relating to going concern

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

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

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

Other information

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

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

We have nothing to report in this regard.

Matters on which we are required to report by exception

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

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

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page 6, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

Auditor's responsibilities for the audit of the financial statements

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

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

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud.

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

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

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Sharan C. Rees FCA
Statutory Auditor



David M. Rees & Associates Limited

DAVID M. REES & ASSOCIATES LIMITED
Chartered Accountants and Statutory Auditors

WELL COTTAGE
CUCUMBER LANE
ESSENDON
HERTFORDSHIRE AL9 6JB

DATED 30 September 2022

DAVID M. REES & ASSOCIATES LIMITED is eligible to act as an auditor in terms of Section 1212 of the Companies Act 2006

JAMES MARSHALL FOUNDATION CIO
STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2022

	<u>Notes</u>	<u>2022</u>		<u>2021</u>	
		£	£	£	£
UNRESTRICTED FUNDS - General funds for distribution					
Income					
Donations	2		175		2,500
Investment income					
Property income - Rent			323,806		316,031
Commission			3,362		2,897
Recoverable costs - Insurance			18,988		15,669
Professional fees			720		1,025
Grounds maintenance			2,150		1,750
Dividends and interest	3		41,423		37,064
Total Income			<u>390,624</u>		<u>376,936</u>
Expenditure					
Costs of generating funds					
Property expenditure	4	23,438		22,080	
Property management	5	14,567		23,413	
Investment management	6	549		628	
			<u>38,554</u>		<u>46,121</u>
Expenditure on charitable activities					
Grants awarded to individuals in the year		181,831		165,853	
Grants for awards in earlier years		-20,068		-26,764	
			<u>161,763</u>		<u>139,089</u>
Office expenses	6	31,314		31,427	
Support costs	7	28,333		36,926	
			<u>221,410</u>		<u>207,442</u>
Total expenditure			<u>259,964</u>		<u>253,563</u>
Net income and net income in unrestricted funds before gains and losses on investments			130,660		123,373
Surplus/deficit on revaluation of investments	11		35,240		79,861
NET MOVEMENT IN UNRESTRICTED FUNDS FOR THE YEAR			165,900		203,234
Unrestricted funds at 1 April 2021			839,740		636,506
Total unrestricted funds at 31 March 2022			<u>1,005,640</u>		<u>839,740</u>
RESTRICTED FUNDS					
Restricted funds at 1 April 2021			6,048,061		5,594,951
Surplus/deficit on revaluation of investment properties	10		0		325,000
Surplus/deficit on revaluation of investment	11		64,507		128,110
Total restricted funds at 31 March 2022			<u>6,112,568</u>		<u>6,048,061</u>

The Statement of Financial Activities includes all gains and losses recognised in the year. All incoming resources and resources expended derive from continuing activities.

JAMES MARSHALL FOUNDATION CIO
BALANCE SHEET AT 31 MARCH 2022

	Notes	<u>2022</u>		<u>2021</u>	
		£	£	£	£
FIXED ASSETS					
Investment properties	10	5,300,000		5,300,000	
Investment	11	1,614,135		1,214,388	
Tangible fixed assets	12	<u>508</u>		<u>590</u>	
Total fixed assets			6,914,643		6,514,978
CURRENT ASSETS					
Debtors and prepayments	13	14,049		22,507	
Short term deposits		305,329		445,316	
Cash at bank		<u>12,327</u>		<u>13,361</u>	
Total current assets		<u>331,705</u>		<u>481,184</u>	
LIABILITIES					
Creditors: amounts falling due within one year	14	<u>-128,140</u>		<u>-108,361</u>	
Net current assets			203,565		372,823
TOTAL NET ASSETS			<u>7,118,208</u>		<u>6,887,801</u>
RESTRICTED FUNDS	15		6,112,568		6,048,061
UNRESTRICTED FUNDS	15		1,005,640		839,740
TOTAL FUNDS			<u>7,118,208</u>		<u>6,887,801</u>

Signed on behalf of the Trustees



Mr. K. Andrews
VICE CHAIRMAN

Approved by the Trustees on 26 September 2022

Charity Number 1181004

JAMES MARSHALL FOUNDATION CIO
NOTES TO THE FINANCIAL STATEMENTS AT 31 MARCH 2022

1. **SIGNIFICANT ACCOUNTING POLICIES**

a. **Basis of preparation of financial statements**

James Marshall Foundation CIO constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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 United Kingdom and Republic of Ireland issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Accounting Practice.

The Trustees consider that there are no material uncertainties about the James Marshall Foundation CIO's ability to continue as a going concern. The most significant areas of uncertainty that affect the carrying value of assets held by James Marshall Foundation CIO are the level of rental and investment return and the performance of the property and investment markets.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the Charity.

The significant accounting policies applied in the preparation of these financial statements are set out below.

b. **Funds structure**

The Charity has restricted and unrestricted funds :

- (i) Restricted fund - the assets currently held have been derived from the original bequest of Mr James Marshall to be preserved for the purpose of generating income. The income generated is available to fund grant making.
- (ii) Unrestricted fund - comprises the accumulated undistributed incoming resources generated from the investments held in the restricted fund.

Investment gains and losses are allocated to the appropriate fund.

c. **Income recognition**

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Rent receivable is recognised on an accruals basis apportioned to the year under review.

Donations are recognised when the Foundation has been notified in writing of both the amount and settlement date and any performance related conditions met.

Investment income is included when receivable and the amount can be measured reliably by the Foundation: this is normally upon notification of the interest paid or payable by the bank or the dividend paid or payable by the fund.

d. **Expenditure recognition**

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 settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings. Where expenditure is attributable to more than one activity, it has been apportioned across the cost categories on the basis of staff time, a basis considered to be consistent with the use of resources acquired.

JAMES MARSHALL FOUNDATION CIO
NOTES TO THE FINANCIAL STATEMENTS AT 31 MARCH 2022

d. Expenditure recognition continued

Grants are awards to third parties in the furtherance of the charitable objects of the Foundation. Grants are accounted for when they are awarded.

e. VAT

Input VAT not recoverable as a result of the Charity's partial exemption status is shown separately in the financial statements.

f. Allocation of support and governance costs

Governance costs comprise all costs involving the public accountability of the Charity and its compliance with regulation and good practice. These costs include costs related to statutory audit and an apportionment of office expenses.

g. Fixed asset investment properties

Investment properties are stated at fair value as determined periodically by professionally qualified independent external valuers, with interim annual valuation assessments by the Trustees with advice from the managing agents HO2 (Brighton) Limited. The Statement of Financial Activities includes the net gains and losses arising on revaluation, acquisitions and disposals, where applicable, throughout the year.

h. 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 balance sheet date using the closing Mid Market Valuation. The Statement of Financial Activities includes the net gains and losses arising on revaluation and disposals throughout the year.

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

i. Realised gains and losses

The main form of financial risk faced by the charity is that of volatility in commercial property and equity 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.

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investment properties are calculated as the difference between sales proceeds and their opening fair 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 at the beginning of the year. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

j. Pension costs

Contributions in respect of the Foundation's defined contribution automatic enrolment scheme are charged to the Statement of Financial Activities for the year in which they are payable to the pension scheme.

k. Tangible fixed assets and depreciation for use by the Foundation

During the year, the policy was reviewed and revised to capitalise assets costing £500 and above (previously £100). Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at a rate calculated to write off the cost or revaluation of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

Office and estate equipment - 25% straight line on original cost.

JAMES MARSHALL FOUNDATION CIO
NOTES TO THE FINANCIAL STATEMENTS AT 31 MARCH 2022

2.	DONATIONS	£175	£2,500
	The Foundation gratefully received a donation from a charity cake sale (2021 - previous beneficiary).		
3.	INVESTMENT INCOME	<u>2022</u>	<u>2021</u>
	Interest	£	£
	National Savings and Investment Income Bond	215	1,572
	CAF Bank Deposit account	13	21
	Nationwide Business Saver account	168	1
	Total interest on cash deposits	396	1,594
	Dividends		
	COIF Charities Investment Fund Income Units	37,748	35,470
	COIF Charities Ethical Investment Fund Income Units	3,279	0
	Total investment income	41,423	37,064
4.	PROPERTY EXPENDITURE	<u>2022</u>	<u>2021</u>
		£	£
	Repairs and maintenance	0	1,143
	Insurance	19,228	15,807
	Grounds maintenance	2,921	2,746
	VAT partial exemption - VAT not recoverable	1,289	2,384
		23,438	22,080
5.	PROPERTY MANAGEMENT	<u>2022</u>	<u>2021</u>
		£	£
	Management fees	10,920	16,747
	Legal and professional fees	1,450	2,895
	Office expenses - 4% (2021 - 6%) (Note 6)	2,197	3,771
		14,567	23,413
6.	OFFICE EXPENSES	<u>2022</u>	<u>2021</u>
		£	£
	Building maintenance and water	142	157
	Rates	379	379
	Printing & stationery	755	778
	Postage and sundries	1,029	716
	Staff salary	46,479	45,667
	IT development and support	1,797	7,717
	Charity insurance	310	284
	Light, heat & telephone	1,197	1,254
	Bank charges	96	-3
	Depreciation	666	855
	Publicity	356	369
	Refurbishment of gravestone	0	2,882
	VAT partial exemption - VAT not recoverable	1,730	1,798
		54,936	62,853

Continued

JAMES MARSHALL FOUNDATION CIO
NOTES TO THE FINANCIAL STATEMENTS AT 31 MARCH 2022

6. OFFICE EXPENSES Continued				
Allocated on the basis of staff time as follows:	<u>2022</u>	<u>2022</u>	<u>2021</u>	<u>2021</u>
	%	£	%	£
Properties	4	2,197	6	3,771
Grants	57	31,314	50	31,427
Governance	38	20,876	43	27,027
Investments	1	549	1	628
	<u>100</u>	<u>54,936</u>	<u>100</u>	<u>62,853</u>
7. SUPPORT COSTS				
		<u>2022</u>		<u>2021</u>
		£		£
Governance and support costs				
Office expenses - 38% (2021 - 43%) (Note 6)		20,876		27,027
Auditor's remuneration		4,000		4,200
Auditor's fees for other services		0		3,428
Legal fees		0		997
Training, meetings and other costs		1,117		484
300th Anniversary celebration		1,446		0
Trustees insurance		894		790
		<u>28,333</u>		<u>36,926</u>
8. ANALYSIS OF STAFF COSTS AND REMUNERATION OF KEY MANAGEMENT PERSONNEL				
		<u>2022</u>		<u>2021</u>
				£
Salaries		45,358		44,269
Employers National Insurance		2		314
Pension costs		1,119		1,084
		<u>46,479</u>		<u>45,667</u>

The average monthly headcount was 2 staff (2021 - 2) and the average monthly number of full time equivalent employees during the year was 1.0 (2021 - 0.8).

The Foundation considers its key management personnel is the Foundation Manager whose benefits totalled £38,109 (2021 - £37,422).

No employees received emoluments in the year in excess of £60,000 (2021 - None).

REMUNERATION AND EXPENSES PAID TO TRUSTEES

No remuneration is paid to any Trustee.

£654 (2021 - £48) in total was reimbursed to two Trustees who purchased items costing this amount on behalf of the Foundation.

9. AUDITOR'S REMUNERATION

The auditor's remuneration constituted an audit fee of £4,000 (2021 - £4,200) and additional advisory work and accountancy of £0 (2021 - £3,428).

JAMES MARSHALL FOUNDATION CIO
NOTES TO THE FINANCIAL STATEMENTS AT 31 MARCH 2022

		<u>2022</u>	<u>2021</u>
		£	£
10. FIXED ASSET INVESTMENT PROPERTIES			
Investment properties at fair value	At 1 April 2021	5,300,000	4,975,000
	Surplus on revaluation	0	325,000
	At 31 March 2022	5,300,000	5,300,000

The historical cost prior to incorporation of the investment properties is £2,730,376.

The investment properties were professionally valued at 31 March 2021 by Mr. R. Hayler FRICS, registered valuer of HO2 (Brighton) Limited, Chartered Surveyors on the basis of open market value in accordance with the Appraisal and Valuation Manual of the Royal Institution of Chartered Surveyors.

In the opinion of the Trustees, there are no known events that have occurred that would significantly affect the long term market valuation of the Foundation's properties, as shown in the financial statements at 31 March 2022. The property portfolio is professionally revalued every 5 years and will next be professionally valued at 31 March 2026.

The Charity's office at Unit 6, 17 Leyton Road, Harpenden has a fair value of £60,000 (2021 - £60,000) and is used by the Foundation as its office and is included in the fair value above of £5,300,000 (2021 - £5,300,000).

Open market value is considered to also represent the fair value.

	COIF Investment		COIF Ethical Investment		Total	
	<u>Restricted</u>	<u>Unrestricted</u>	<u>Unrestricted</u>	<u>Restricted</u>	<u>Unrestricted</u>	<u>Total</u>
	Funds	Funds	Funds	Investment	Investment	Investment
11. FIXED ASSETS INVESTMENT	£	£	£	£	£	£
Movement in Fixed Asset investment						
Market value at 1 April 2021	748,061	466,327	0	748,061	466,327	1,214,388
Investment during year	0	150,000	150,000	0	300,000	300,000
Net surplus/(loss) on revaluation	64,507	35,592	-352	64,507	35,240	99,747
Market value at 31 March 2022	812,568	651,919	149,648	812,568	801,567	1,614,135

The investments in the COIF Charities Investment Fund and COIF Charities Ethical Investment Fund are common investment funds, meaning pooled investment funds which are governed by the Charities Act 2011 (as amended) and authorised by the Charity Commission. The investment objective of the Funds are to provide a long-term return comprising growth in capital and income. The investments are carried at fair value. The basis of fair value is considered to be equivalent to the mid market value as provided by CCLA Fund Managers Limited as the fund is not admitted to trading on a secondary market. Purchases are recognised at the date of trade at cost (that is their transaction value).

	<u>Office and Estate</u>
	<u>Equipment</u>
	£
12. TANGIBLE FIXED ASSETS for use by the charity	
Cost	
At 1 April 2021	2,299
Additions	584
At 31 March 2022	2,883
Depreciation	
Accumulated depreciation at 1 April 2021	1,709
Charge for the year	666
Accumulated depreciation at 31 March 2022	2,375
Net Book Value	
As at 1 April 2021	590
Movement in year	-82
At 31 March 2022	508

JAMES MARSHALL FOUNDATION CIO
NOTES TO THE FINANCIAL STATEMENTS AT 31 MARCH 2022

13. DEBTORS	<u>2022</u>	<u>2021</u>
		£
Accrued Income - rent, interest and dividends receivable	11,329	18,686
Prepayments	159	1,104
VAT recoverable	2,561	2,717
	<u>14,049</u>	<u>22,507</u>

14. CREDITORS AMOUNTS FALLING DUE WITHIN ONE YEAR	<u>2022</u>	<u>2021</u>
	£	£
Auditor's fees	4,000	4,000
Holiday pay accrual	1,000	1,340
Professional fees	2,985	4,500
Office costs and other unpaid invoices	1,525	5,984
Tenants rent and charges in advance	62,933	39,935
Grants to be paid	47,220	40,592
VAT - Customs & Excise	8,477	12,010
	<u>128,140</u>	<u>108,361</u>

15. MOVEMENT ON FUNDS

	1 April 2021	Current Year	31 March 2022
	£	£	£
Restricted fund	6,048,061	64,507	6,112,568
Unrestricted fund	839,740	165,900	1,005,640
Total funds	<u>6,887,801</u>	<u>230,407</u>	<u>7,118,208</u>

ANALYSIS OF NET ASSETS BY FUND AT 31 MARCH 2022	<u>Restricted</u> <u>Funds</u>	<u>Unrestricted</u> <u>Funds</u>	31 March 2022
	£	£	£
Investment properties	5,300,000	0	5,300,000
Investment	812,568	801,567	1,614,135
Tangible fixed assets	0	508	508
Debtors and prepayments	0	14,049	14,049
Short term deposits	0	305,329	305,329
Cash at bank	0	12,327	12,327
	<u>6,112,568</u>	<u>1,133,780</u>	<u>7,246,348</u>
Creditors and accruals		-128,140	-128,140
	<u>6,112,568</u>	<u>1,005,640</u>	<u>7,118,208</u>

JAMES MARSHALL FOUNDATION CIO
NOTES TO THE FINANCIAL STATEMENTS AT 31 MARCH 2022

16. COMMITMENTS, GUARANTEES AND CONTINGENT ASSETS AND LIABILITIES

(a) Pension commitments

The Foundation operates a defined contribution automatic enrolment pension scheme on behalf of the employees. The assets of the scheme are held separately from those of the Foundation in independently administered funds. The annual pension commitment under the scheme is for contributions of 3% of gross salary.

(b) A new grant awarding system was fully implemented in the year to 31 March 2022 and there is an maintenance charge of £1,900, payable annually from from 15 December 2021.

(c) At 31 March 2022 there is an remaining commitment of £189 (2021 - £324) in respect of the lease of a printer.

(d) Other financial commitments

There are no other outstanding capital or other financial commitments at the end of the year. No guarantees have been given.

17. RELATED PARTY TRANSACTIONS

No Trustee had any personal interest in any contract or transaction entered into by the Foundation in the year

JAMES MARSHALL FOUNDATION CIO

England & Wales - Charity number 1181004

Accounts

JAMES MARSHALL FOUNDATION CIO

TRUSTEES' ANNUAL REPORT AND AUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

JAMES MARSHALL FOUNDATION CIO
ANNUAL REPORT AND AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

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JAMES MARSHALL FOUNDATION CIO

REFERENCE AND ADMINISTRATIVE INFORMATION

Trustees for the year ended 31 March 2021

CHAIRMAN	Mr. K. D. Oxley	
VICE-CHAIRMAN	Mr. J. M. R. Finch	
	Mr. K. Andrews	
	Mr. C. J. Canfield	
	Ms. A. Davies	Appointed 8 September 2020
	Mrs. F. A. Haynes	Resigned 1 September 2020
	Mr. A. J. Large	
	Mrs. N. K. R. Linacre	
	Mr. R. J. Prynne	Appointed 8 September 2020
	Mrs. T. A. Reason	Resigned 2 September 2020
	Ms. R. Shah	Appointed 8 September 2020
	Mr. M. Whitley	

EMAIL office@jamesmarshallfoundation.co.uk

WEBSITE www.jamesmarshallfoundation.co.uk

CHARITY REGISTRATION NUMBER 1181004

JAMES MARSHALL FOUNDATION CIO

Advisors for the year ended 31 March 2021

OFFICE

Unit 6, 17 Leyton Road
Harpenden
Hertfordshire AL5 2HY

ADMINISTRATION Foundation Manager
 Foundation Associate

Mrs. P. Whiting
Ms. F. Brown

AUDITORS

David M. Rees & Associates Limited
Well Cottage
Cucumber Lane
Essendon
Hertfordshire AL9 6JB

SOLICITORS

S A Law
Gladstone Place
36-38 Upper Marlborough Road
St Albans
Hertfordshire AL1 3UU

Debenhams Ottaway
107 St Peter's Street
St Albans
Hertfordshire AL1 3EW

BANKERS

CAF Bank Ltd
25 Kings Hill Avenue
Kings Hill
West Malling
Kent ME19 4JQ

PROPERTY MANAGEMENT

HO2 (Brighton) Ltd
5 Pavilion Mews
Church Street
Brighton
East Sussex BN1 1GX

BUILDING SURVEYOR

Evans & Crawley
Bridge House
Water Meadow
Chesham
Buckinghamshire HP5 1LF

JAMES MARSHALL FOUNDATION CIO
REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

The Trustees present their annual report and financial statements of the charitable incorporated organisation for the year ended 31 March 2021. The financial statements have been prepared in accordance with the accounting policies set out in Note 1 to the financial statements and comply with the constitution of the Foundation when the entity was established on dated 5 December 2018, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to Charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland published in October 2019.

Structure

James Marshall Foundation CIO is a charitable incorporated organisation with registered number 1181004. It was incorporated on 5 December 2018 as the successor entity to James Marshall Foundation, a charity with registration number 312127 established by the Will of Mr James Marshall dated 30 December 1719 and bequeathed on his death in 1722. James Marshall Foundation ceased trading on 31 March 2019 and the assets and operations were transferred to James Marshall Foundation CIO on 1 April 2019. The remit of the charitable incorporated organisation remained the same, but transferring the assets and operations into this structure facilitated better governance and provided greater protection over the sustainability of the organisation.

Objectives and activities for the public benefit

The purpose of James Marshall Foundation CIO is to advance in life young people living in Harpenden, Wheathampstead and the hamlet of East Hyde who are under the age of 25 and in financial hardship by the provision of grants to assist with their education and career development. From 19 August 2021, young people living in the villages of Kimpton, Redbourn, Markyate and Flamstead became eligible for support.

To fulfil that purpose, the Foundation awards grants towards the cost of the following items/activities:

- Travel and equipment for work including apprenticeships
- Accommodation, books, equipment, travel for diplomas, degrees and postgraduate degrees
- Further educational courses and career development opportunities
- School trips, school uniform, books, equipment and laptops
- Extra-curricular activities such as music and sport

In setting the aims and objectives together with planning the future activities, the Trustees have given careful consideration to the Charity Commission's general guidance on public benefit and in particular to its supplementary public benefit guidance on advancing education.

Grants are awarded to individuals in the local community who meet the eligibility criteria. These grants provide opportunities to young people where, without such funding, the financial cost would be a barrier. In this way, the Foundation is able to make a difference to the circumstances of its beneficiaries in assisting to develop their career or enrich their educational experience.

Impact of the Covid-19 pandemic

Covid-19 had several impacts on the Foundation. There were delays in receiving rental income from some tenants and payment plans were agreed with those tenants that experienced cash flow problems. However, all rent for the year has now been received other than for one tenant where deferred payment arrangements are in place. The first six months in particular was very busy with grant applications, particularly for requests with laptops related to school closures. The Foundation awarded grants for almost 100 laptops and the Trustees were delighted to be able to act swiftly to support those in need. Many school trips were cancelled along with other activities which led to reimbursements from schools and a higher level of grants awarded in the prior year were subsequently unutilised than would normally be the position. From an organisational perspective, staff members worked at home for significant periods and Trustee Board and Committee meetings were held by videoconference. The Trustees are pleased to report that the Foundation was able to respond and adapt to the unique circumstances and seamlessly continue to play a key role in financially supporting eligible young people in the local community.

JAMES MARSHALL FOUNDATION CIO
REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

Review of performance

During the year 326 grants were awarded and a breakdown of the categories of grants was:

Year ended 31 March 2021

Work-related	3
Degree	25
Diploma	2
Educational course	3
Computer	97
Travel	6
School Uniform	135
Music – Drama - Sport	22
School Trips	9
Educational equipment	18
Books	5
Other	1
Total	326

The total value of grants awarded was £165,853. There were also grants outstanding for awards in earlier years unpaid at 31 March 2021 and reimbursements for activities (particularly school trips) that were stopped due to Covid-19.

Financial review

The Foundation's principal sources of funding are rental income from commercial properties and dividend income from financial investments. The income received supports the grant making each year and grants are only awarded if the income is available.

During the year the Foundation received a total of income of £376,936 of which £337,372 was for property income. Property expenditure and costs totalled £46,121, being a return on the fair value of the properties of 5.5%.

Of the available income after all costs of £262,462, grants were awarded of £165,853. In addition, there were grants outstanding for awards in earlier years unpaid at 31 March 2020 of £16,746 and reimbursements from schools of £10,018. The surplus income after allocation of the revaluation of investment of £203,234 is added to the distribution fund available for future years.

Investment, policy and performance

The financial objective of the Foundation is to at least maintain the real value of the assets whilst generating a stable and sustainable return to fund grant making. The Capital Fund comprises investment properties and long term investments. The net assets of this fund are held for the purpose of generating income for the Distribution Fund, from which the grants are paid.

The property portfolio was professionally valued at 31 March 2021 for inclusion in the Foundation's accounts by Mr. R. Hayler FRICS, Registered Valuer of HO2 (Brighton) Limited, Chartered Surveyors, at £5,300,000.

Risk management

The principal risks faced by the Foundation are vacant periods in rental income, unpaid rent, unexpected repair & maintenance costs and losses crystallising on the sale of long term investments. The Trustees have a risk management strategy which comprises a regular review of the major risks which the Foundation faces and the establishment of systems and procedures to identify those risks. This enables the Trustees to implement required actions to minimise any potential impact on the Foundation.

JAMES MARSHALL FOUNDATION
REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

Reserves policy

The Foundation has net current assets in its Distribution Fund amounting to £839,740 at 31 March 2021. The Trustees consider that £300,000 of this balance should be retained to meet the costs of potential vacant periods, repairs & maintenance costs, losses crystallised on the sale of property and generally to safeguard the Foundation financially. The Trustees consider that the assets are available and sufficient to meet all of the Foundation's obligations.

Plans for the future

James Marshall Foundation CIO is a lasting testimony to the generosity of James Marshall. The Foundation currently aims to distribute grants of approximately £200,000 per annum, but this can vary from year to year depending on grant making opportunities and investment returns. The Foundation is expected to exist in perpetuity and investments are managed to ensure this sustainability.

The Trustees recognised that the total requests from eligible applicants had been below the amount available for distribution in the last few years and several options for increasing grant application levels were identified, research conducted and financial modelling undertaken. As a result of this work and after gaining approval from the Charity Commission, on 19 August 2021 the catchment area of the Foundation was extended to include those young people living in the local villages of Kimpton, Redbourn, Markyate and Flamstead.

Governance and management

The Board of Trustees consists of up to ten Trustees who should live or work in Harpenden or Wheathampstead. The Trustees attend approximately six Board meetings a year. There are four Committees of the Board: Grant Awarding, Finance & Operations, Property and Marketing & Communications. These Committees meet regularly during the year. The Foundation has been awarded the Charity Excellence Framework Quality Mark, acknowledging the attention given to effective governance and management.

Trustee appointment, induction and training

When a vacancy for a Trustee position arises, the Foundation advertises widely in both local publications and websites and with appropriate national organisations. Social media postings also highlight the vacancy and local organisations are made aware such as Harpenden Town Council and Wheathampstead Parish Council.

The applicants are then shortlisted and a number invited to an interview to meet with a panel of Trustees. The selected candidates are then endorsed by the full Board. The standard term of office is four years and there is no limit to the number of terms a Trustee may serve. Trustees sign a Declaration of Acceptance of Office when nominated or re-nominated. On election as a Trustee, an individual assumes a number of responsibilities. Trustees are reminded that they are accountable in law for the good governance of the Foundation and all new Trustees receive a thorough induction. Trustees are requested to complete training courses as required to update and develop their skills.

Decisions relating to the structure of the charity, policies and procedures and the management of the Foundation's assets are made by the Board of Trustees after taking professional advice where appropriate. All Trustees give of their time freely and no Trustee remuneration was paid in the year.

Key personnel

The day to day operations of the Foundation are managed by the Foundation Manager, assisted by the Foundation Associate. They provide support and information to the Board and Committees, implement the decisions, ensure legal and regulatory compliance including preparing appropriate risk assessments, keep accurate financial records, validate the eligibility of applicants and liaise with applicants over grants awarded and subsequent payments and work with professional advisers and other organisations. Both members of staff work on a part-time basis.

Website and social media

The charity's website, www.jamesmarshallfoundation.co.uk, provides information and supplies details of the types of grants awarded by the Foundation. During the year we have developed the ability for completion of an online application. The Foundation also has a social media presence with Facebook and Twitter accounts (handle @jmf1722) to promote greater awareness amongst the local community.

JAMES MARSHALL FOUNDATION
REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

Trustees' responsibilities in relation to the financial statements

The charity Trustees are responsible for preparing the Trustees' annual report and 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 and Wales requires the charity Trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, of the charity for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the applicable Charities SORP
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in 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 applicable Charities (Accounts and Reports) Regulations and the provisions of the bye laws. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

Auditors

A resolution reappointing David M. Rees & Associates Limited will be put to the Annual General Meeting.

Approved by the Trustees on *28th September 2021*.

and signed on their behalf by:

Mr. K. D Oxley
Chairman of the Trustees



Unit 6, 17 Leyton Road
Harpden
Hertfordshire AL5 2HY

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES' OF JAMES MARSHALL FOUNDATION CIO

Opinion

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

In our opinion the financial statements:

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

Basis for opinion

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

Conclusions relating to going concern

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

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

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

Other information

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

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

We have nothing to report in this regard.

Matters on which we are required to report by exception

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

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

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page 6, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

Auditor's responsibilities for the audit of the financial statements

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

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

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud.

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

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

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Sharan C. Rees FCA
Statutory Auditor



David M. Rees & Associates Limited

WELL COTTAGE
CUCUMBER LANE
ESSENDON
HERTFORDSHIRE AL9 6JB

DAVID M. REES & ASSOCIATES LIMITED
Chartered Accountants and Statutory Auditors

DATED 1 October 2021

DAVID M. REES & ASSOCIATES LIMITED is eligible to act as an auditor in terms of Section 1212 of the Companies Act 2006

JAMES MARSHALL FOUNDATION CIO
STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2021

	<u>Notes</u>	<u>2021</u>		<u>2020</u>	
		£	£	£	£
UNRESTRICTED FUNDS - General funds for distribution					
Income					
Donations	2		2,500		335
Investment income					
Property income - Rent			316,031		308,883
Commission			2,897		2,390
Recoverable costs - Insurance			15,669		14,520
Professional fees			1,025		1,100
Grounds maintenance			1,750		1,750
Dividends and interest	3		37,064		33,358
Total Income			<u>376,936</u>		<u>362,336</u>
Expenditure					
Costs of generating funds					
Property expenditure	4	22,080		17,414	
Property management	5	23,413		22,996	
Investment management	6	628		544	
			<u>46,121</u>		<u>40,954</u>
Expenditure on charitable activities					
Grants awarded to individuals in the year		165,853		138,544	
Grants for awards in earlier years (2020: prior to CIO)		-26,764		-12,016	
		<u>139,089</u>		<u>126,528</u>	
Office expenses	6	31,427		26,135	
Support costs	7	36,926		31,939	
		<u>207,442</u>		<u>184,602</u>	
Total expenditure			<u>253,563</u>		<u>225,556</u>
Net income and net income in unrestricted funds					
before gains and losses on investments			123,373		136,780
Surplus/deficit on revaluation of investment	11		79,861		-6,242
NET MOVEMENT IN UNRESTRICTED FUNDS					
FOR THE YEAR			203,234		130,538
Unrestricted funds at 1 April 2020			636,506		505,968
Total unrestricted funds at 31 March 2021			<u>839,740</u>		<u>636,506</u>
RESTRICTED FUNDS					
Restricted funds at 1 April 2020			5,594,951		5,615,705
Surplus/deficit on revaluation of investment properties	10		325,000		0
Surplus/deficit on revaluation of investment	11		128,110		-20,754
Total restricted funds at 31 March 2021			<u>6,048,061</u>		<u>5,594,951</u>

The Statement of Financial Activities includes all gains and losses recognised in the year. All incoming resources and resources expended derive from continuing activities.

JAMES MARSHALL FOUNDATION CIO
BALANCE SHEET AT 31 MARCH 2021

	Notes	<u>2021</u>		<u>2020</u>	
		£	£	£	£
FIXED ASSETS					
Investment properties	10	5,300,000		4,975,000	
Investment	11	1,214,388		1,006,417	
Tangible fixed assets	12	<u>590</u>		<u>1,445</u>	
Total fixed assets			6,514,978		5,982,862
CURRENT ASSETS					
Debtors and prepayments	13	22,507		17,775	
Short term deposits		445,316		275,308	
Cash at bank		<u>13,361</u>		<u>6,381</u>	
Total current assets		<u>481,184</u>		<u>299,464</u>	
LIABILITIES					
Creditors: amounts falling due within one year	14	<u>-108,361</u>		<u>-50,869</u>	
Net current assets			372,823		248,595
TOTAL NET ASSETS			<u>6,887,801</u>		<u>6,231,457</u>
RESTRICTED FUNDS	15		6,048,061		5,594,951
UNRESTRICTED FUNDS	15		839,740		636,506
TOTAL FUNDS			<u>6,887,801</u>		<u>6,231,457</u>

Signed on behalf of the Trustees



MR. J. M. R. FINCH
VICE CHAIRMAN

Approved by the trustees on the 28 September 2021

Charity Number 1181004

JAMES MARSHALL FOUNDATION CIO
NOTES TO THE FINANCIAL STATEMENTS AT 31 MARCH 2021

1. **SIGNIFICANT ACCOUNTING POLICIES**

a. **Basis of preparation of financial statements**

James Marshall Foundation CIO constitutes a public benefit entity as defined by FRS 102.

The financial statements have been prepared in accordance with 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 United Kingdom and Republic of Ireland issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Accounting Practice.

The Trustees consider that there are no material uncertainties about the James Marshall Foundation CIO's ability to continue as a going concern. The most significant areas of uncertainty that affect the carrying value of assets held by James Marshall Foundation CIO are the level of rental and investment return and the performance of the property and investment markets.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the Charity.

The significant accounting policies applied in the preparation of these financial statements are set out below.

b. **Funds structure**

The charity has restricted and unrestricted funds :

- (i) Restricted fund - the assets currently held have been derived from the original bequest of Mr James Marshall to be preserved for the purpose of generating income. The income generated is available to fund grant making.
- (ii) Unrestricted fund - comprises the accumulated undistributed incoming resources generated from the investments held in the restricted fund.

Investment gains and losses are allocated to the appropriate fund.

c. **Income recognition**

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

Rent receivable is recognised on an accruals basis apportioned to the year under review.

Donations, are recognised when the Foundation has been notified in writing of both the amount and settlement date and any performance related conditions met.

Investment income is included when receivable and the amount can be measured reliably by the Foundation: this is normally upon notification of the interest paid or payable by the bank or the dividend paid or payable by the fund.

d. **Expenditure recognition**

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 settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings. Where expenditure is attributable to more than one activity, it has been apportioned across the cost categories on the basis of staff time, a basis considered to be consistent with the use of resources acquired.

JAMES MARSHALL FOUNDATION CIO
NOTES TO THE FINANCIAL STATEMENTS AT 31 MARCH 2021

- d. **Expenditure recognition continued**
Grants are awards to third parties in the furtherance of the charitable objects of the Foundation. Grants are accounted for when they are awarded.
- e. **VAT**
Input VAT not recoverable as a result of the Charity's partial exemption status is shown separately in the financial statements.
- f. **Allocation of support and governance costs**
Governance costs comprise all costs involving the public accountability of the Charity and its compliance with regulation and good practice. These costs include costs related to statutory audit and an apportionment of office expenses.
- g. **Fixed asset investment properties**
Investment properties are stated at fair value as determined periodically by professionally qualified independent external valuers, with interim annual valuation assessments by the Trustees with advice from the managing agents HO2 (Brighton) Limited. The Statement of Financial Activities includes the net gains and losses arising on revaluation, acquisitions and disposals, where applicable, throughout the year.
- h. **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 balance sheet date using the closing Mid Market Valuation. The Statement of Financial Activities includes the net gains and losses arising on revaluation and disposals throughout the year.

The Foundation does not acquire put options, derivatives or other complex financial instruments.
- i. **Realised gains and losses**
The main form of financial risk faced by the charity is that of volatility in commercial property and equity 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. All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investment properties are calculated as the difference between sales proceeds and their opening fair 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 at the beginning of the year. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.
- j. **Pension costs**
Contributions in respect of the Foundation's defined contribution automatic enrolment scheme are charged to the Statement of Financial Activities for the year in which they are payable to the pension scheme.
- k. **Tangible fixed assets and depreciation for use by the Foundation**
Assets acquired costing £100 and above are capitalised. Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at a rate calculated to write off the cost or revaluation of fixed assets, less their estimated residual value, over their expected useful lives on the following basis: Office and estate equipment - 25% straight line on original cost prior to transfer.

JAMES MARSHALL FOUNDATION CIO
NOTES TO THE FINANCIAL STATEMENTS AT 31 MARCH 2021

2. DONATIONS

The Foundation gratefully received a donation from a previous beneficiary.

3. INVESTMENT INCOME	<u>2021</u>	<u>2020</u>
Interest	£	£
National Savings and Investment Income Bond	1,572	3,513
CAF Bank Deposit account	21	192
Nationwide Business Saver account	1	0
Total interest on cash deposits	<u>1,594</u>	<u>3,705</u>
Dividends		
COIF Charities Investment Fund Income Units	35,470	29,653
Total investment income	<u>37,064</u>	<u>33,358</u>
4. PROPERTY EXPENDITURE	<u>2021</u>	<u>2020</u>
	£	£
Repairs and maintenance	1,143	-2,209
Insurance	15,807	14,521
Grounds maintenance	2,746	2,611
VAT partial exemption - VAT not recoverable	2,384	2,491
	<u>22,080</u>	<u>17,414</u>
5. PROPERTY MANAGEMENT	<u>2021</u>	<u>2020</u>
	£	£
Management fees	16,747	15,706
Legal and professional fees	2,895	1,845
Office expenses - 6% (2020 - 10%) (Note 6)	3,771	5,445
	<u>23,413</u>	<u>22,996</u>
6. OFFICE EXPENSES	<u>2021</u>	<u>2020</u>
	£	£
Building maintenance and water	157	157
Rates	379	373
Printing & stationery	778	787
Postage and sundries	716	832
Staff salary	45,667	46,358
IT development and support	7,717	865
Charity insurance	284	392
Light, heat & telephone	1,254	1,151
Bank charges	-3	88
Depreciation	855	854
Publicity	369	1,345
Refurbishment of gravestone	2,882	0
VAT partial exemption - VAT not recoverable	1,798	1,246
	<u>62,853</u>	<u>54,448</u>

Continued

JAMES MARSHALL FOUNDATION CIO
NOTES TO THE FINANCIAL STATEMENTS AT 31 MARCH 2021

6. OFFICE EXPENSES Continued

Allocated on the basis of staff time as follows:	<u>2021</u>	<u>2021</u>	<u>2020</u>	<u>2020</u>
	%	£	%	£
Properties	6	3,771	10	5,445
Grants	50	31,427	48	26,135
Governance	43	27,027	41	22,324
Investments	1	628	1	544
	<u>100</u>	<u>62,853</u>	<u>100</u>	<u>54,448</u>

7. SUPPORT COSTS

	<u>2021</u>	<u>2020</u>
	£	£
Governance and support costs		
Office expenses - 43% (2020 - 41%) (Note 6)	27,027	22,324
Auditor's remuneration	4,200	3,000
Auditor's fees for other services	3,428	3,000
Legal fees	997	2,094
Training, meetings and other costs	484	731
Trustees insurance	790	790
	<u>36,926</u>	<u>31,939</u>

8. ANALYSIS OF STAFF COSTS AND REMUNERATION OF KEY MANAGEMENT PERSONNEL

	<u>2021</u>	<u>2020</u>
	£	£
Salaries	44,269	44,488
Employers National Insurance	314	710
Pension costs	1,084	1,160
	<u>45,667</u>	<u>46,358</u>

The average weekly number of employees on a full time equivalent basis was 0.8 (2020 - 0.8).

The Foundation considers its key management personnel is the Foundation Manager whose benefits totalled £37,422 (2020 - £39,218).

No employees received emoluments in the year in excess of £60,000 (2020 - None).

REMUNERATION AND EXPENSES PAID TO TRUSTEES

No remuneration is paid to any trustee.

£48 (2020 - nil) was paid to one Trustee who collected and part-paid for equipment for the Foundation.

9. AUDITOR'S REMUNERATION

The auditor's remuneration constituted an audit fee of £4,200 (2020 - £3,000) and additional advisory work and accountancy of £3,428 (2020 - £3,000).

JAMES MARSHALL FOUNDATION CIO
NOTES TO THE FINANCIAL STATEMENTS AT 31 MARCH 2021

		<u>2021</u>	<u>2020</u>
		£	£
10. FIXED ASSET INVESTMENT PROPERTIES			
Investment properties at fair value	At 1 April 2020	5,300,000	4,975,000
	Surplus on revaluation	<u>325,000</u>	<u>0</u>
	At 31 March 2021	<u>5,300,000</u>	<u>4,975,000</u>

The historical cost prior to incorporation of the investment properties is £2,730,376.

The investment properties were professionally valued at 31 March 2021 by Mr. R. Hayler FRICS, registered valuer of HO2 (Brighton) Limited, Chartered Surveyors on the basis of open market value in accordance with the Appraisal and Valuation Manual of the Royal Institution of Chartered Surveyors.

The property portfolio is professionally revalued every 5 years and will next be professionally valued at 31 March 2026.

The Charity's office at Unit 6, 17 Leyton Road, Harpenden has a fair value of £60,000 (2020 - £40,000) and is used by the Foundation as its office and is included in the fair value above of £5,300,000 (2020 - £4,975,000).

Open market value is considered to also represent the fair value.

11. FIXED ASSETS INVESTMENT	<u>Restricted</u>	<u>Unrestricted</u>	<u>Total</u>
	<u>Funds</u>	<u>Funds</u>	<u>Investment</u>
	£	£	£
Movement in Fixed Asset investment			
Market value at 1 April 2020	619,951	386,466	1,006,417
Net surplus on revaluation	<u>128,110</u>	<u>79,861</u>	<u>207,971</u>
Market value at 31 March 2021	<u>748,061</u>	<u>466,327</u>	<u>1,214,388</u>

The investment in the COIF Charities Investment Fund is a common investment fund, meaning a pooled investment fund which is governed by the Charities Act 2011 (as amended) and authorised by the Charity Commission. The investment objective of the Fund is to provide a long-term return comprising growth in capital and income. The investment is carried at fair value. The basis of fair value is considered to be equivalent to the mid market value as provided by CCLA Fund Managers Limited as the fund is not admitted to trading on a secondary market. Purchases are recognised at the date of trade at cost (that is their transaction value).

12. TANGIBLE FIXED ASSETS for use by the charity	<u>Office and Estate</u>
	<u>Equipment</u>
	£
Cost	
At 1 April 2020	2,299
Additions	<u>0</u>
At 31 March 2021	<u>2,299</u>
Depreciation	
Accumulated depreciation at 1 April 2020	854
Charge for the year	<u>855</u>
Accumulated depreciation at 31 March 2021	<u>1,709</u>
Net Book Value	
As at 1 April 2020	1,445
Movement in year	<u>-855</u>
At 31 March 2021	<u>590</u>

JAMES MARSHALL FOUNDATION CIO
NOTES TO THE FINANCIAL STATEMENTS AT 31 MARCH 2021

13. DEBTORS	<u>2021</u>	<u>2020</u>
	£	£
Accrued Income - rent, interest and dividends receivable	18,686	9,179
Prepayments	1,104	6,775
VAT recoverable	2,717	1,821
	<u>22,507</u>	<u>17,775</u>

14. CREDITORS AMOUNTS FALLING DUE WITHIN ONE YEAR	<u>2021</u>	<u>2020</u>
	£	£
Auditor's fees	4,000	6,000
Holiday pay accrual	1,340	778
Overtime and bonus accrual	0	4,282
Professional fees	4,500	5,500
Office costs and other unpaid invoices	5,984	2,982
Tenants rent and charges in advance	39,935	1,500
Grants to be paid	40,592	29,827
VAT - Customs & Excise	12,010	0
	<u>108,361</u>	<u>50,869</u>

15. MOVEMENT ON FUNDS

	1 April 2020	Current Year	31 March 2021
	£	£	£
Restricted fund	5,594,951	453,110	6,048,061
Unrestricted fund	636,506	203,234	839,740
Total funds	<u>6,231,457</u>	<u>656,344</u>	<u>6,887,801</u>

ANALYSIS OF NET ASSETS BY FUND AT 31 MARCH 2021	<u>Restricted</u>	<u>Unrestricted</u>	31 March
	<u>Funds</u>	<u>Funds</u>	2021
	£	£	£
Investment properties	5,300,000	0	5,300,000
Investment	748,061	466,327	1,214,388
Tangible fixed assets	0	590	590
Debtors and prepayments	0	22,507	22,507
Short term deposits	0	445,316	445,316
Cash at bank	0	13,361	13,361
	<u>6,048,061</u>	<u>948,101</u>	<u>6,996,162</u>
Creditors and accruals		-108,361	-108,361
	<u>6,048,061</u>	<u>839,740</u>	<u>6,887,801</u>

JAMES MARSHALL FOUNDATION CIO
NOTES TO THE FINANCIAL STATEMENTS AT 31 MARCH 2021

16. COMMITMENTS, GUARANTEES AND CONTINGENT ASSETS AND LIABILITIES

(a) Pension commitments

The Foundation operates a defined contribution automatic enrolment pension scheme on behalf of the employees. The assets of the scheme are held separately from those of the Foundation in independently administered funds. The annual pension commitment under the scheme is for contributions of 3% of gross salary.

(b) A new grant awarding system was implemented during the year and there is an annual maintenance charge of £1,900 payable at the start of the second year on 15 December 2021.

(c) At 31 March 2021 there is an annual commitment of £324 in respect of the lease of a printer.

(d) Other financial commitments

There are no other outstanding capital or other financial commitments at the end of the year. No guarantees have been given.

17. RELATED PARTY TRANSACTIONS

No trustee had any personal interest in any contract or transaction entered into by the Foundation in the year