

**THE HARKNESS FAMILY FOUNDATION**  
**TRUSTEES' REPORT AND ACCOUNTS**  
**FOR THE PERIOD ENDED 5 APRIL 2021**

**Charity Registration No: 1183587**

# THE HARKNESS FAMILY FOUNDATION

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# **THE HARKNESS FAMILY FOUNDATION**

**Details of the registered office of The Harkness Family Foundation and addresses of its Trustees and professional advisers**

## **Registered Office**

Trewane Manor,  
Trelill  
Bodmin,  
PL30 3HY

Registered Charity Number 1183587

## **Independent Examiner**

Samuel David Clarke FCA  
Haines Watts (City) LLP  
69-73 Theobald's Road  
London  
WC1X 8TA

## **The Board of Trustees currently stands as follows:**

Edward William Marek Harkness  
Francesca Maria Harkness  
Letitia Maria Harkness  
Maria Philippa Arabella Harkness (Chair)  
Gabriella Maria Harkness  
Henry Daniel James Webb

# **THE HARKNESS FAMILY FOUNDATION**

## **REPORT OF THE TRUSTEES**

### **Constitution and Objects**

The Harkness Family Foundation is a charity (registered number 1183587). The governing document is the Trust Deed dated 20<sup>th</sup> November 2018. The foundation gained charitable status on 24<sup>th</sup> May 2019.

The charity is established for the relief of poverty and the advancement of:

- Education,
- Health or saving of lives,
- Citizenship or community development,
- Arts, Culture, Heritage or Science,
- Human rights, Conflict resolution or Reconciliation, Promotion of religious or racial harmony or equality and diversity,
- Environmental protection or improvement,
- Relief of those in need, by reason of Youth, Age, Ill-Health, Disability, Financial Hardship or other Disadvantage,
- And such other purposes recognised from time-to-time by the law as charitable.

### **BOARD OF TRUSTEES**

The Trustees are required to monitor the affairs and the general business of the charity and meet as required.

The initial Board of Trustees was recruited for a range of experience and expertise in the charitable objectives of the charity.

Should it be felt necessary and appropriate to recruit new Trustees a full review of the required skills would be undertaken. New Trustees would be inducted with a history of the charity including a review of its objects and financial status and the required role of the new Trustee.

#### **The Board of Trustees who served during the period under review**

Edward William Marek Harkness

Francesca Maria Harkness

Letitia Maria Harkness

Maria Philippa Arabella Harkness (Chair)

Gabriella Maria Harkness

Henry Daniel James Webb

#### **Changes to Trustee members during the period under review**

William Frederic James Harkness – deceased 22 March 2021

Henry Daniel James Webb – appointed

### **Reserves**

The charity aims to hold reserves equivalent to 4 months running costs and does at the period end.

### **Public Benefit**

The Trustees are conscious of the Charity Commission's stance on public benefit and are satisfied that the charity has carried out its activities during the financial year consistently with its purpose, with due regard to the Charity Commission's public benefit guidance.

# **THE HARKNESS FAMILY FOUNDATION**

## **Risk**

The Trustees are aware of the risks faced by the charity and endeavour to deal with those risks appropriately. The main risk is the ability of the Trustees to generate sufficient income to enable the charity to operate in pursuit of its charitable objectives and the Trustees believe that by building up reserves they can mitigate that risk.

## **Trustees' responsibilities**

Charity law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charity and of the surplus or deficit for that period. The Trustees have agreed to adopt the Statement of Recommended Practice – Accounting by Charities. In preparing the financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently,
- make judgements and estimates that are reasonable and prudent,
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements, and
- prepare the financial statements on a 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 which 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. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**By order of the Board**

**Maria Harkness**

**Trustee**

28 July 2021

# THE HARKNESS FAMILY FOUNDATION

## INDEPENDENT EXAMINER'S REPORT

I report on the accounts of The Harkness Family Foundation for the period ended 5<sup>th</sup> April 2021, which are set out on pages 6 to 8.

### **Respective responsibilities of Trustees and examiner**

As the charity's Trustees you are responsible for the preparation of the accounts. You consider that an audit is not required for this year (under Section 43(2) of the Charities Act 2011 (the Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under Section 43(3)(a) of the Act);
- follow the procedures laid down in the General Directions given by the Charity Commissioners under Section 43(7)(b) of the Act; and
- state whether particular matters have come to my attention.

### **Basis of independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual terms or disclosures in the accounts, and seeking explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the views given by the accounts.

### **Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with section 41 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act have not been met, or
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Samuel David Clarke FCA  
Haines Watts (City) LLP  
Chartered Accountants  
69-73 Theobald's Road  
London WC1X 8TA

28 July 2021

# THE HARKNESS FAMILY FOUNDATION

## Statement of Financial Activities for the year to 5 April 2021

### Incorporating Income and Expenditure account

|                                                   | Note | 2021<br>£     | 2020<br>£     |
|---------------------------------------------------|------|---------------|---------------|
| Income                                            |      |               |               |
| Donations, grants and other charitable activities | 2    | 50,000        | 52,500        |
| Interest received                                 |      | -             | -             |
| Total                                             |      | <b>50,000</b> | <b>52,500</b> |
| Expenditure                                       |      |               |               |
| Charitable expenditure                            | 3    | 47,500        | 35,000        |
| Total                                             |      | <b>47,500</b> | <b>35,000</b> |
| Net Movement in Funds                             |      | <b>2,500</b>  | <b>17,500</b> |
| Total funds brought forward at 6 April 2020       |      | 17,500        | -             |
| Total funds carried forward at 5 April 2021       |      | <b>20,000</b> | <b>17,500</b> |

All of the above results were derived from continuing activities. The charity has no recognised gains or losses other than those dealt with in the Statement of Financial Activities.

All funds are unrestricted.

The notes on page 8 form part of these accounts.

# THE HARKNESS FAMILY FOUNDATION

## Balance Sheet at 5 April 2021

|                    | Note | 2021<br>£     | 2020<br>£     |
|--------------------|------|---------------|---------------|
| Current Assets     |      |               |               |
| Cash at bank       |      | 20,000        | 17,500        |
| Debtors            |      | -             | -             |
| Creditors          |      | -             | -             |
| NET CURRENT ASSETS |      | <u>20,000</u> | <u>17,500</u> |
| NET ASSETS         |      | <u>20,000</u> | <u>17,500</u> |
| TOTAL FUNDS        |      | <u>20,000</u> | <u>17,500</u> |

For the period ended 5<sup>th</sup> April 2021, the charity was entitled to exemption from audit under section 43(2) of the Charities Act 2011. No members have required the charity to obtain an audit of its accounts for the year in question. The directors acknowledge their responsibility for; i) Ensuring the charity keeps accounting records which comply with section 41 of the Act; and ii) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act.

The financial statements were approved by the Board on 28 July 2021 and signed on its behalf by:

Maria Harkness

Trustee

Charity Registration No. 1183587



# THE HARKNESS FAMILY FOUNDATION

## Notes to the Accounts for the year ended 5 April 2021

### 1. Accounting policies

A summary of principal accounting policies, all of which have been applied consistently throughout the period, is set out below:

#### i. Basis of Accounting

The financial statements have been prepared under the historical cost convention. The financial statements have been prepared in accordance with the Statement of Recommended Practice - Accounting and Reporting by Charities (SORP 2015).

#### ii. Income

Charitable income is recognised on a cash received basis other than where an accruals basis provides a more accurate basis or will give a fairer representation of the underlying nature of the transaction. Income is recognised so far as there is entitlement to the income, there is certainty of its receipt and the amount is quantifiable.

### 2. Income

Donations from individuals/foundations – £50,000 (2020: £52,500).

Organisations have made contributions/donations to the charity totalling £nil.

### 3. Charitable expenditure

There were no costs related of running the office or salaries included in charitable.

Charitable expenditure was purely made up of expenditure to further the charities objects.

The charity has no employees.

### 4. Funds

All funds are unrestricted.

### 5. Status

The Harkness Family Foundation is a registered charity.

### 6. Capital Commitments

The Trustees are not aware of any capital commitments.

### 7. Contingent Liabilities

The Trustees are not aware of any contingent liabilities.