

THE ALBURYS CHARITABLE FOUNDATION

Annual Report to the Charities Commission

Date of this report	20 January 2025
Charity name	The Alburys Charitable Foundation
Period covered	01 April 2023 to 31 March 2024
Governing document	CIO - FOUNDATION
Trustee declaration	03 February 2021
Date of constitution	08 February 2021
Date of registration	16 February 2021
Registration number	1193558
Registered address	Foxlease, Upper Court Road, Woldingham CR3 7BF
Founding Trustees	Gail Madeleine Paterson Malcolm George Paterson
Additional Trustees	Gemma Madeline Shaw (niece of the founding trustees) Stuart David Paterson (nephew of the founding trustees) Jacqueline Ann Shrimpton (friend of the founding trustees)

Our mission statement

“Making grants to other charities engaged in the relief of children in need by reason of ill-health, disability or financial hardship; protecting animals indigenous to the UK or providing a welfare environment for displaced domestic animals; helping young artists to develop their careers in musical theatre; and, occasionally, supporting major charities at the time of an international emergency.”

NOTE

This report has been prepared as part of the annual return requirements of the Charities Commission in circumstances where a Charity’s revenue in any one accounting period exceeds £25,000.

Overview

The Alburys Charitable Foundation (TACF) was established by Malcolm and Gail Paterson to fulfil their wishes to formalise and expand their charitable giving over the remainder of their lives.

Its objectives are to support general charitable purposes according to the law of England and Wales through the provision of grants, in particular but not limited to, supporting the following charitable purposes:

1. the relief of those in need, by reason of youth, age, ill-health, disability, financial hardship or other disadvantage;
2. to relieve the suffering of animals in need of care and attention; and
3. the advancement of the arts.

These 3 charitable purposes are coded respectively OBJ1, OBJ2 and OBJ3 in our accounting software.

Grants will be made on condition that the funds is used for a clearly defined purpose such as the fulfilment of a particular charity project or to meet the costs of a particular aspect of the recipient charity's operating expenses.

Establishment and funding

The constitution was formally submitted to the Charities Commission on 8th February 2021 and TACF received its registration certificate on 16th February. An application to The Co-operative Bank for a "Community Account" was sent on 10th March 2021. The account was eventually opened on 19th June 2021 and the first bank transaction occurred on 5th July.

In July 2021, The Founding Trustees started the funding of TACF with an injection of £30k each. Since then, they have "topped up" the fund with varying amounts to meet the demand for grants subject to staying within their personal strategies for charitable giving.

The website has a facility for online donations, and we have received some modest donations that way through contacts of the founding trustees. However, we have no expectation of public donations unless and until we have developed a marketing strategy for that. In the meantime, we have generated some additional revenue through trustees' online purchases via the Easyfundraising browser extension and, until November 2023, directly from Amazon.

In the period covered by this report the revenue stream has exceeding £25k and this is a consequence of the donations made by the founding trustees. Our expectation is that the amount of revenue will be above this level in some years and below it in others.

Trustee appointments

The 2 founding trustees and 2 additional trustees were appointed at outset by virtue of the declaration signed jointly on 3rd February 2021. The additional trustees were re-appointed in January 2024. Jacqui Shrimpton was appointed as an additional trustee on 20th January 2024 and all 3 appointments will expire on 2nd February 2027.

Our intention is to always operate with a minimum of 3 Trustees.

Trustee roles

Gail Paterson	Founding Trustee, Director, Chair of Trustees
Malcolm Paterson	Founding Trustee, Director, Administration Manager, Treasurer
Gemma Shaw	Additional Trustee, Communications, Website
Stuart Paterson	Additional Trustee, Financial Oversight
Jacqui Shrimpton	Additional Trustee

Management

Malcolm ran his own small business for over 20 years and is a very experienced business administrator. He has applied those administration skills to the creation and management of TACF. Gail was a partner in a professional firm for 18 years and, as a result of the skills she developed during her career, she makes a very significant contribution to the management and strategic direction of TACF. The charity does not have any employees and, given the nature of its operation, it is unlikely ever to have paid staff members.

Operating structure

We have an efficient operating structure which controls the grant making process. This process takes us through the initial enquiry, gaining the approval of all (or a majority of) our trustees, making the grant payments and gathering information on outcomes.

Grant parameters

We have a document which sets out the TACF parameters for making grants. It describes the TACF objectives and the geographical areas in which we operate. It also describes our preference for ensuring that any grant we make is associated with a specific project and specifies the maximum grant that we are prepared to make for that project.

The maximum grant was set at £7,500 during calendar year 2024 and has been increased to £10,000 for the 2025 calendar year.

Accounting periods

Our first accounting period (P1) was the 12 month period beginning with our Charities Commission registration date, 16th February 2021, and ending on 15th February 2022. Our second accounting period (P2) was 16th February 2022 to 31st March 2022. We made corporation tax returns to HMRC for those 2 periods and we used that process to change our accounting period to the more conventional 1st April to 31st March. The period of this report is P4 i.e. 1st April 2023 to 31st March 2024.

Reporting deadlines

Our corporation tax payment deadline is 9 months and 1 day after the end of the accounting period = 1st January each year.

Our trustees' annual return to The Charities Commission is due no later than 10 months after the end of the accounting period = 31st January each year.

Our tax return deadline is 12 months after the end of the accounting period = 31st March each year.

TACF in its current form will never be involved in trading activities, so we will not ever have any corporation tax to pay. HMRC allows charities in this position to make an online notification of "No amount is due". This notification was made for P4 well before the tax payment deadline of 1st January 2025. The tax return due by 31st January 2025 has already been filed.

Enquiries

We receive quite a high volume of enquiries each month and these, generally, come directly to the Founding Trustees by email or by post or through the “Contact us” section of our website. Many of those enquiries are from charities outside our geographical area of operation and some of them are seeking funding that simply does not align with our own objectives. Those enquiries are routinely, but politely, rejected.

The approximate numbers of grant enquiries received during this accounting period are:

By post:	6
By email:	50
Through the website:	15

Charity management activities

Our administrative activities during accounting period P4 were:

- The appointment of a new additional trustee
- A few minor website wording amendments

Revenue

There was no Gift Aid reclaim revenue in accounting period P4. Nor did we receive any interest or dividend income.

Retailer donations have been received from easyfundraising and Amazon but, in November 2023, Amazon ceased allowing its customers to choose their own charity for donations relating to their online purchases.

If we receive a donation through our website, we contact the donor (if possible) with a view to obtaining a Gift Aid declaration. Where that contact produces a signed declaration, we record it as “Donation: individual with gift aid”.

Here is a summary of TACF revenue for P4:

Date	Class	Description	Amount
24-Apr-23	r3	Donation: retailer	5.00
19-May-23	r3	Donation: retailer	16.82
25-Aug-23	r3	Donation: retailer	50.30
16-Nov-23	r3	Donation: retailer	16.96
05-Dec-23	r1	Donation: individual with gift aid	10,000.00
05-Dec-23	r1	Donation: individual with gift aid	10,000.00
03-Jan-24	r1	Donation: individual with gift aid	20.00
03-Jan-24	r1	Donation: individual with gift aid	20.00
03-Jan-24	r1	Donation: individual with gift aid	80.00
03-Jan-24	r1	Donation: individual with gift aid	80.00
09-Jan-24	r1	Donation: individual with gift aid	4,000.00
10-Jan-24	r1	Donation: individual with gift aid	4,000.00
13-Feb-24	r3	Donation: retailer	36.69
		TOTAL	28,325.77

Achievements in this accounting period

In this accounting period we have made grants to 7 different charities follows:

Date	Description	Mark	Grant
04-May-23	The BRIT School	OBJ3	5,980.00
01-Jun-23	We Are BEAMS	OBJ1	5,116.00
20-Sep-23	Reedham Children's Trust 1st of 3	OBJ1	1,645.00
20-Sep-23	Demelza	OBJ1	4,500.00
28-Oct-23	Friends of Centre Stage 1st of 3	OBJ3	1,900.00
02-Jan-24	Reedham Children's Trust 2nd of 3	OBJ1	1,645.00
01-Feb-24	Valley Hospital Charity	OBJ1	2,000.00
18-Feb-24	Friends of Centre Stage 2nd of 3	OBJ3	1,900.00
16-Feb-24	The BRIT School	OBJ3	7,500.00
20-Feb-24	Delight Charity	OBJ1	7,400.00
	TOTAL		39,586.00

Public benefit

Our grant making process includes placing an obligation on grantees to report back to us on the outcomes associated with whatever project we have supported and how those outcomes meet their public benefit obligations. We do not specify a format for that feedback but expect to receive some narrative plus, where appropriate, some quantitative analysis. If the response indicates that the project specified has met the grantees public benefit obligations, then we regard that as fulfilling our own public benefit obligation.

As we continue to refine our processes, we may develop a template format for grantee responses including specific reference to public benefit obligations. Our experience so far is that most charities do this automatically.

Financial position overview

The document “CC16a Receipts and payments accounts” appears later in this report and the figures from it are summarised here:

Description *	£ credit	£ debit
o4 Telecoms	0.00	259.00
m2 Account charge	0.00	4.00
g1 Grants to other charities	0.00	39,586.00
r1 Donations: individuals with gift aid	28,200.00	0.00
r3 Donations: retailers	126.00	0.00
Grand Total	28,326.00	39,849.00
Cash Flow	0.00	11,523.00
* The codes in front of each description are those used in our bookkeeping software.		

Reserves

The nature of our funding and expenditure is that we will only agree a grant payment in circumstances where the amount of our unrestricted funds remaining after fulfilling any notified financial obligation to grantees would exceed a certain figure. That figure is defined by our reserves policy.

Our reserves policy is to hold cash in our main bank account equal to 125% of the maximum grant as set out in our then current grant parameters document.

In calendar year 2025 our maximum grant is £10,000 so our specified reserve is £12,500 in unrestricted funds.

This policy will be reviewed by the Founding Trustees on a regular basis.

Debt

TACF has no debt obligations and will not in any circumstances enter into an arrangement with any person or corporate entity that causes it to be in debt to that person or corporate entity.

Sources of funds

TACF will not seek to obtain funds from grant-making bodies and businesses. Nor does it intend to solicit cash donations or hold fundraising events or raffles. The charity's sources of funds for the foreseeable future will be:

- the personal donations of each of the 2 founding trustees; plus
- the gift aid resulting from those personal donations; plus
- occasional donations through our website; plus
- any gift aid we can reclaim on those website donations; plus
- donations from retailers through easyfundraising.

Investments

At present, the charity does not have sufficient funds to create an investment portfolio and does not anticipate this situation changing in the foreseeable future. Therefore, TACF does not have an investment policy.

Custodian Trusteeship

TACF does not hold any documents or funds as a custodian Trustee for any other person or entity.

Significant non-monetary resources

TACF does own any physical assets. Nor does it have any non-monetary resources.

Transactions with related parties and trustees

TACF has not engaged in any transactions with related parties or trustees.

Remuneration or expenses paid to trustees or related party

TACF does not employ any staff. No expenses have been paid to any trustee.

Movement on particular restricted funds

TACF does not hold any restricted funds.

Trustees Annual Return (TAR)

This report has been submitted online as part of the TAR for P4 due to be made by 31st January 2025. The report was uploaded on the Charity Commission's website on 20th January 2025 together with the following documents:

1. the TACF receipts and payments accounts for the year ending 31st March 2024; and
2. the independent examiners verification of those accounts.

Declaration

The Trustees declare that they have approved the above report and that there are no uncertainties at present regarding the status of TACF as a going concern.

Signed on behalf of the Trustees



Malcolm George Paterson
Trustee and Administration Manager
The Alburys Charitable Foundation
20 January 2025



CHARITY COMMISSION
FOR ENGLAND AND WALES

THE ALBURYS CHARITABLE FOUNDATION

No (if any)

Receipts and payments accounts

CC16a

For the period
from

Period start date
01/04/2023

To

Period end date
31/03/2024

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations: individual with gift aid	28,200	-	-	28,200	-
Donations: retailers	126	-	-	126	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	28,326	-	-	28,326	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	28,326	-	-	28,326	-
A3 Payments					
Telecoms	259	-	-	259	-
Account charges	4	-	-	4	-
Grants to other charities	39,586	-	-	39,586	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	39,849	-	-	39,849	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	39,849	-	-	39,849	-
Net of receipts/(payments)	- 11,523	-	-	- 11,523	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	38,108	-	-	38,108	-
Cash funds this year end	26,585	-	-	26,585	-

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Co-op Community Directplus Account	24,466	-	-
	Paypal business account	2,120	-	-
		-	-	-
	Total cash funds	26,586	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Malcolm G Paterson	14/10/2024	
	GMPaterson	Gail M Paterson	14/10/2024	



INDEPENDENT VERIFICATION OF THE RECEIPTS AND PAYMENTS ACCOUNTS

Report to the trustees of The Alburys Charitable Foundation
RCN 1193558
On accounts for the year ended 31 March 2025

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the above charity for the year ended 31 March 2024.

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

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

Independent examiner's statement

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a "true and fair" view which is not a matter considered as part of an independent examination.

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

Signed

Date

18/01/2025

Name

Malcolm Jennings

Relevant qualifications or
experience

~~ACMA~~ ACMA