

THE CHARENTE GROUP BENEVOLENT FUND

FINANCIAL STATEMENTS

31 DECEMBER 2020

Registered Charity No: 207151

THE CHARENTE GROUP BENEVOLENT FUND

FINANCIAL STATEMENTS

for the year ended 31 December 2020

Contents

	Page
Legal and administrative details	1
Trustees' annual report	2 – 4
Statement of Trustees' responsibilities	5
Independent examiner's report	6
Statement of financial activities	7
Statement of financial position	8
Notes	9 – 15

THE CHARENTE GROUP BENEVOLENT FUND**LEGAL AND ADMINISTRATIVE DETAILS****TRUSTEES' ANNUAL REPORT**

Registered Charity Number:	207151
Legal status	The Benevolent Fund was established by a trust deed dated 2 July 1951
Trustees:	R A Pilkington D C Daly Sir T H M S Pilkington
Chief Executive Officer:	D J Hoare
Address:	32 Judges Drive Newsham Park Liverpool L6 7UB
Independent Examiner:	RSM UK Tax and Accounting Limited Chartered Accountants 14 th Floor 20 Chapel Street Liverpool L3 9AG
Investment Advisors:	Tilney Royal Liver Building Pier Head Liverpool L3 1NY
Bankers:	National Westminster Bank plc 2 – 8 Church Street Liverpool L1 3BG

THE CHARENTE GROUP BENEVOLENT FUND

TRUSTEES' ANNUAL REPORT

31 DECEMBER 2020

The Trustees present their report and the audited accounts for the year ended 31 December 2020.

Structure, governance and management

The Charity is an unincorporated charity, constituted under a trust deed amended 4 September 2019 and is a registered charity, number 207151. The principal place of business is 32 Judges Drive, Liverpool, L6 7UB.

The charity was established as the Harrison Line Benevolent Fund to apply the income of the Fund to make payments to necessitous and deserving persons who are, or have been, in the employment of The Charente Steam-Ship Company Limited, Thos & Jas Harrison Limited or of the former firm of Thos & Jas Harrison, or to the dependants of such persons.

On 2 October 2001 a Charity Commission Scheme was sealed and approved and the objects of the charity have been extended to include making payments to those deserving persons or dependants employed by or previously employed by any company in the Charente Group or residing in specific areas in which the Group had offices. The name of the Fund was also changed to The Charente Group Benevolent Fund on the same date.

Objects of the charity

The objects of the charity are to make payments to necessitous and deserving persons employed by or previously employed by any company in the Charente Group or residing in specific areas in which the Group had offices.

Risk management

The Trustees continue to assess the major risks to which the fund may be exposed relative to strategic, operational, regularity and financial matters. Together with its investment advisors the Trustees ensure that the investment strategy has a heavy bias towards liquidity and a high operating cash surplus is maintained at all times. Additional procedures have been established, as required, to address the risks faced by the Charity.

Investments policy and performance

The Trustees have unrestricted investment powers. The portfolio is regularly reviewed by the Trustees in conjunction with independent investment advisors, Tilney. It is the policy of the Trustees to follow the recommendation of the investment advisors and to maintain a balanced portfolio, having a regard to income and future anticipated expenditure. The investment performance is measured against relevant indexes published by the ARC Sterling Balanced Asset PCI Index. During the year to 31st December 2020 the Fund's portfolio value fell by 0.18% on a total return basis (2019: rose by 13.6%) whereas the ARC index rose by 4.32% (2019: rose by 11.7%).

Trustees

The Trustees of the Fund during the year were as shown on page 1.

THE CHARENTE GROUP BENEVOLENT FUND

TRUSTEES' ANNUAL REPORT

31 DECEMBER 2020
(CONTINUED)

Key management personnel remuneration

The trustees consider the board of trustees and the Chief Executive Officer as comprising the key management personnel of the charity in charge of directing and controlling the charity and running and operating the charity on a day to day basis. In addition the Chief Executive liaises with all of the beneficiaries and offers personal and practical support throughout the year. All trustees give of their time freely and no trustee remuneration was paid in the year.

Trustees are required to disclose all relevant interests and register them with the Chief Executive and in accordance with the Trust's policy withdraw from decisions where a conflict of interest arises. No relevant issues have been registered.

Financial review

The accounts are set out on pages 7 to 15.

The net movement in funds for the year is a deficit of £118,644 (2019: surplus of £163,346). This is due to:

- a net realised/unrealised loss on investments of £38,326 (2019: gain £250,724)
- charitable payments exceeding incoming resources by £80,318.

Total Capital Investments at the year end of £2,200,742 (2019: £2,243,133)

Endowment Fund £868,448 (2019: £881,230)

Unrestricted Fund £1,537,182 (2019: £1,643,044)

Total Funds £2,405,630 (2019: £2,524,274)

Achievements and performance

The Trustees are satisfied that, whilst continuing to make charitable payments in excess of investment income, the underlying value of the fund remained strong and the current value of the funds are sufficient for the current level of eligible payments. These are reviewed regularly by the Trustees and their investment advisors.

During the year the Trustees made payments of £31,346 (2019: £46,867) to eligible former employees and £20,300 (2019: £21,317) to former employees' widows. The Trustees reviewed the amount of individual payments and made increases where required. The Trustees looked at new applications, advised accordingly and ensured that all eligible employees and their widows knew of the existence of the fund.

During the year the Trustees made donations of £nil (2019: £4,451) to Nautilus UK Welfare Fund a Charity that exists purely to provide support to retired and current seafarers and is based at Mariners Park in the Wirral. The Trustees have met with the management of Mariners Park and are satisfied that the donation will go entirely to helping both ex-employees of the group (and their joint venture partners) and other seafarers in the Liverpool area.

Trustee Training and Recruitment policy

Training support and development of trustees, particularly the induction of newly appointed trustees, is undertaken where it is relevant and could increase their effective contribution to the Fund's management.

The Trustees regularly review the procedures for identifying any ongoing training needs.

As the main purpose of the charity is to support the retired employees and their dependants of the Charente Group, the Trustees are appointed with a bias towards actual knowledge of the Group itself, its history and one of whom who lives or works in the Liverpool area.

THE CHARENTE GROUP BENEVOLENT FUND**TRUSTEES' ANNUAL REPORT****31 DECEMBER 2020
(CONTINUED)****Future plans**

The Trustees propose to maintain charitable payments to qualifying individuals in accordance with the terms of the Trust Deed and monitor likely payments against future reserves.

The Trustees have decided after much consideration that they will make payments that in some years are in excess of the fund's income. There is a declining age profile and number of retired Charente Group employees and their dependants and the Trustees are aware that this element of the payment structure will decline in the future, changing, and reducing the long term capital requirements of the charity.

Reserves policy

The Trustees' plan is to maintain an adequate level of unrestricted reserves to sustain charitable payments over a long period, having a regard to any uncertainty in the investment market. Given the age profile of the current and future recipients of the fund the Trustees currently look at maintain reserves for at least 20 years. Given the current performance this looks easily obtainable. Free reserves current stand at £2,405,630, which represents an estimated fifteen years of future payments

Public Benefit

The Trustees consider all its charitable activities to be for the benefit of the public in line with Charity Commission guidance on public benefit.

Signed on behalf of the Trustees



R A Pilkington

Trustee

9 September 2021

THE CHARENTE GROUP BENEVOLENT FUND
STATEMENT OF TRUSTEES' RESPONSIBILITIES

31 DECEMBER 2020

Trustees' responsibilities in relation to the financial statements

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

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial 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 Charities SORP;
- 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 the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE CHARENTE GROUP BENEVOLENT FUND

I report to the trustees on my examination of the financial statements of The Charente Group Benevolent Fund ('the charity') for the year ended 31 December 2020, which are set out on pages 7 to 15.

Responsibilities and basis of report

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

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the accounts. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently, I express no opinion as to whether the accounts present a 'true and fair view' and my report is limited to those specific matters set out in the independent examiner's statement.

Independent examiner's statement

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

1. accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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

Signed:

RSM UK Tax and Accounting Limited

Name: **John Guest**

Name of applicable listed body: **The Institute of Chartered Accountants in England and Wales**

Relevant professional qualification or membership of professional body: **Chartered Accountant**

On behalf of RSM UK Tax and Accounting Limited

Chartered Accountants

14th Floor

20 Chapel Street

Liverpool

L3 9AG

29 September 2021

THE CHARENTE GROUP BENEVOLENT FUND
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2020

	Note	Unrestricted Funds 2020 £	Endowment Funds 2020 £	Year to 31 December 2020 £	Year to 31 December 2019 £
Income					
Investment income	2	43,334	-	43,334	70,270
Other income		442	-	442	1,200
Total income		<u>43,776</u>	<u>-</u>	<u>43,776</u>	<u>71,470</u>
Expenditure					
<i>Cost of raising funds</i>					
Investment management costs	4	9,123	7,260	16,383	17,991
Expenditure on Charitable activities	3,5	<u>107,711</u>	<u>-</u>	<u>107,711</u>	<u>140,857</u>
Total expenditure		<u>116,834</u>	<u>7,260</u>	<u>124,094</u>	<u>158,848</u>
Net expenditure and net movements in funds before gains and (losses) on investments					
		(73,058)	(7,260)	(80,318)	(87,378)
Net (loss)/gain on investment assets	6	<u>(32,804)</u>	<u>(5,522)</u>	<u>(38,326)</u>	<u>250,724</u>
Net movement in funds		<u>(105,862)</u>	<u>(12,782)</u>	<u>(118,644)</u>	<u>163,346</u>
Reconciliation of funds					
Fund balances brought forward 1 January		<u>1,643,044</u>	<u>881,230</u>	<u>2,524,274</u>	<u>2,360,928</u>
Fund balances carried forward 31 December		<u><u>1,537,182</u></u>	<u><u>868,448</u></u>	<u><u>2,405,630</u></u>	<u><u>2,524,274</u></u>

All the results shown relate wholly to continuing activities

THE CHARENTE GROUP BENEVOLENT FUND

STATEMENT OF FINANCIAL POSITION

AS AT 31 DECEMBER 2020

		2020		2019	
	Note	£	£	£	£
Fixed assets					
Investments	7		2,200,742		2,243,133
Current assets					
Debtors	8	4,098		3,687	
Cash at bank and in hand		209,033		289,647	
		<u>213,131</u>		<u>293,334</u>	
Creditors: amounts falling due within one year	9	<u>(8,243)</u>		<u>(12,193)</u>	
Net current assets			204,888		281,141
Total assets less current liabilities and net assets			<u>2,405,630</u>		<u>2,524,274</u>
Funds of the charity					
Unrestricted	10		1,537,182		1,643,044
Endowment	10		868,448		881,230
Total charity funds	11		<u>2,405,630</u>		<u>2,524,274</u>

Approved and authorised for issue by the Trustees on 9 September 2021 and signed on their behalf by:


 R A Pilkington
 Trustee

The notes on pages 9 to 15 form part of these accounts.

THE CHARENTE GROUP BENEVOLENT FUND

NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2020

1 Accounting policies

Basis of accounting

The financial statements have been prepared in accordance with applicable accounting standards under the historical convention with assets and liabilities initially recognised at historical cost except for certain investments which are held at market valuation, as stated in the relevant notes to these accounts.

The financial statements are prepared in sterling, which is the functional currency of the entity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared in accordance with the recommendations of the Statement of Recommended Practice 'Accounting and Reporting by Charities', preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 October 2019), (Charities SORP (FRS102)) and the Charities Act 2011. The principle accounting policies adopted in the preparation of the accounting policies are set out below. The Charity has taken advantage of the provisions in the SORP for Charities applying FRS102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'.

The trust constitutes a public benefit entity as defined by FRS 102. The Charity is an unincorporated charity, constituted under a trust deed dated 2 July 1951 and is a registered charity, number 207151.

Going Concern

The trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future and thus the trustees have concluded that it is appropriate to prepare the accounts on a going concern basis. The Trustees can if necessary reduce the amount of charitable expenditure if long term reserves diminish.

The trustees considered the implications of Covid 19 upon both their investment and the potential hardship it may cause to its current and future beneficiaries. In respect of the investments the trustees decided to keep one years expenditure in cash so as to take pressure off the performance of its investments. In terms of beneficiaries David Hoare has been in regular contact with them to check on their well-being and has taken a proactive stance in looking for any potential beneficiaries that may be suffering from the pandemic or the wider lock down process.

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 can be measured reliable.

Investment and interest income is accounted for in the accounting period in which it is receivable. The Capital Fund represents the assets with which the Fund was endowed, and is included within Endowment Funds.

Expenses recognition

Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the Charity to the expenditure. 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.

THE CHARENTE GROUP BENEVOLENT FUND

NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2020 (CONTINUED)

Governance costs

Governance costs comprise all costs involving the public accountability of the Charity and its compliance with regulation and good practice.

Realised/Unrealised gains and losses

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

Irrecoverable VAT

Irrecoverable VAT is charged against the category of resources expended for which it is incurred.

Fixed asset investments

The Benevolent Fund's investments are divided between Capital and Income Funds. The Capital Fund represents the assets with which the Fund was endowed, and is included within Endowment Funds. The Income Fund represents the excess of income over expenditure since the Fund's inception.

Surpluses or deficits arising on the disposal of investments are dealt with in the Fund to which the investments concerned belong.

Fixed asset investments are stated at market value. Quoted investments are valued at mid market price on the balance sheet date.

Quoted investments are listed on a recognised stock exchange.

Funds structure

The Charity has a single permanent endowment fund.

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable activities.

Taxation

The charity is exempt from tax on income and gains falling within Part 11 of the Corporation Taxes Act 2010 or section 256 of the Taxation of Charitable Gains Act 1992 to the extent that these are applied to its charitable objects.

Debtors

Other debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid net of any discounts due.

Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, and other short-term liquid investments with original maturities of three months or less.

THE CHARENTE GROUP BENEVOLENT FUND

NOTES TO THE ACCOUNTS

**YEAR ENDED 31 DECEMBER 2020
(CONTINUED)**

Financial instruments

The trust only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

Critical Accounting Estimates and Areas of Judgement

There are no significant estimates and judgements affecting the financial statements.

2 Investment income

	Unrestricted Funds £	Endowment Funds £	Total 2020 £	Total 2019 £
Listed investment income - dividends	43,334	-	43,334	70,270
	<u>43,334</u>	<u>-</u>	<u>43,334</u>	<u>70,270</u>

In 2019, all £70,270 investment income was attributable to unrestricted funds.

3 Charitable expenditure

	Note	Unrestricted Funds £	Endowment Funds £	Total 2020 £	Total 2019 £
Direct expenditure:					
Payments to former employees		31,346	-	31,346	46,867
Payments to widows of former employees		20,300	-	20,300	21,317
Nautilus Welfare donation		-	-	-	4,451
		<u>51,646</u>	<u>-</u>	<u>51,646</u>	<u>72,635</u>
Support costs	5	55,085	-	55,085	59,693
Governance costs	5	980	-	980	8,529
		<u>107,711</u>	<u>-</u>	<u>107,711</u>	<u>140,857</u>

All 2019 expenditure was from Unrestricted Funds.

THE CHARENTE GROUP BENEVOLENT FUND

NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2020
(CONTINUED)

4 Investment Management Costs

	Unrestricted Funds	Endowment Funds	Total funds 2020	Total funds 2019
	£	£	£	£
Management Costs 2020	9,123	7,260	16,383	
Management Costs 2019	10,393	7,598		17,991

5 Allocation of support & governance costs

	Charitable activities	Governance	Total 2020	Total 2019
	£	£	£	£
Salaries and pension	43,966	-	43,966	42,939
Independent examination	-	980	980	8,529
Legal and professional fees	35	-	35	2,867
Trustees liability insurance	1,522	-	1,522	1,287
Postage, stationery, telephone, travel, computer and rent	9,435	-	9,435	12,430
Bank charges	127	-	127	170
	55,085	980	56,065	68,222

Trustees have claimed £nil (2019:£298) for attending meetings and received no other remuneration for their services.

Staff costs	2020	2019
	£	£
Wages and Salaries	31,500	30,750
Employers Social Security Costs	3,142	3,062
Other Pension Costs	5,912	5,771
Health Insurance	3,412	3,356
	43,966	42,939

Key management personnel comprise the trustees and the chief executive. Key management personal remuneration including employers National Insurance Contributions amount to £43,966 (2019: £42,939).

There was 1 member of staff employed during the year (2019:1). No employees received employee benefits of more than £60,000.

THE CHARENTE GROUP BENEVOLENT FUND

NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2020
(CONTINUED)

5 Allocation of support & governance costs (continued)

Independent Examiners remuneration

	2020 £	2019 £
Independent Examiners services	980	8,529
Taxation Services	-	(600)
	<u>980</u>	<u>7,929</u>

6 Net (losses)/gains on investment assets

	Unrestricted Funds £	Endowment Funds £	Total funds 2020 £	Total funds 2019 £
Net realised/unrealised (losses) 2020	<u>(32,804)</u>	<u>(5,522)</u>	<u>(38,326)</u>	
Net realised/unrealised gains 2019	<u>129,956</u>	<u>120,768</u>		<u>250,724</u>

7 Investments

	2020 £	2019 £
Quoted investments		
Opening market value at 1 January	2,243,133	2,220,780
Additions at cost	744,450	213,746
Disposal proceeds	(748,515)	(442,117)
Net realised/unrealised (losses)/gains	<u>(38,326)</u>	<u>250,724</u>
Market value at 31 December	<u>2,200,742</u>	<u>2,243,133</u>
Historic cost	<u>1,861,814</u>	<u>1,820,564</u>
Quoted Investments at market value comprised:		
	2020 £	2019 £
UK Fixed Interest Securities	160,117	229,817
UK Equities	678,870	772,232
Overseas Equities	735,609	693,875
Overseas Fixed Interest	136,658	51,835
Commodities	60,464	73,199
Hedge Funds	207,339	202,885
Property	221,685	219,290
	<u>2,200,742</u>	<u>2,243,133</u>

THE CHARENTE GROUP BENEVOLENT FUND

NOTES TO THE ACCOUNTS

**YEAR ENDED 31 DECEMBER 2020
(CONTINUED)**

7 Investments (continued)

All investments are primarily held to provide and investment return. All investments are carried at their fair value. Asset sales and purchases are recognised at the date of trade at cost (that is their transaction value). Unrestricted funds comprise those funds which the trustees are free to use in accordance with the charitable objects.

The Trustees conduct a thorough risk analysis in conjunction with their investment managers Tilneys at each of their Trustees meetings. Credit, liquidity and market risks are discussed and the Trustees ensure that there is appropriate cash holding of between 9 and 12 months cash held in major clearing banks in order to ensure that all payments in the short term can be made. Credit risks are analysed along with market risks and the fund invests a very high proportion of its assets in high liquidity FTSE 100 stocks or their international equivalents. Only a minimal proportion is invested funds that do not have immediate distribution upon sale and the Trustees intend to both analysis and pursue this low risk strategy.

8 Debtors

	2020 £	2019 £
Other debtors	4,098	3,687
	<u>4,098</u>	<u>3,687</u>

9 Creditors: amounts falling due within one year

	2020 £	2019 £
Other tax and social security	1,010	1,408
Other creditors	7,233	10,785
	<u>8,243</u>	<u>12,193</u>

10 Analysis of charitable funds

	Balance at 31 December 2019 £	Movement in resources:			Balance at 31 December 2020 £
		Incoming £	Expenditure £	Gain/(Loss) £	
Permanent endowment					
Capital Fund	881,230	-	(7,260)	(5,522)	868,448
Unrestricted Fund	1,643,044	43,776	(116,834)	(32,804)	1,537,182
	<u>2,524,274</u>	<u>43,776</u>	<u>(124,094)</u>	<u>(38,326)</u>	<u>2,405,630</u>

THE CHARENTE GROUP BENEVOLENT FUND

NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2020
(CONTINUED)

11 Analysis of net assets between funds

	Investments	Net Current Assets	Total 2020	Total 2019
	£	£	£	£
Endowment Funds	982,100	(113,652)	868,448	881,230
Unrestricted Funds	1,218,642	318,540	1,537,182	1,643,044
	<u>2,200,742</u>	<u>204,888</u>	<u>2,405,630</u>	<u>2,524,274</u>

Purpose of funds

The charity has a single permanent endowment fund. Unrestricted funds comprise those funds which the trustees are free to use in accordance with the charitable objects.

12 Related Party Transactions

The charity has had no related party transactions for the year ended 31 December 2020.