

Journalists' Charity

Helping journalists in need since 1864

Trustees Annual Report 2020

Founded 1864 as The Newspaper Press Fund

**Support and care for journalists
and their dependants in need**

The Journalists' Charity is the working name of the Newspaper Press Fund and is a registered charity in England and Wales (208215) and Scotland (SCO42405)

Newspaper Press Fund

REFERENCE AND ADMINISTRATIVE INFORMATION

Council (Trustees)

Ramsay Smith, Chair
Paul Jones, vice chair
Anna Botting
Charles Garside
Bill Hagerty
Jill James
Ray Massey
Jill Palmer
Sue Ryan
Laurie Upshon

Chris Boffey, Treasurer (ex Officio)
Christine Warwick, vice chair
John Crowley
Rob Gibson
Derek Inman
Nicholas Jones
Bill Newman (resigned 10/01/21)
Catherine Reid
Richard Savill
Mike Watson

Principal Office

Dickens House, 35 Wathen Road, Dorking, Surrey RH4 1JY
Telephone: 01306 887511 Fax: 01306 888212
email: enquiries@journalistscharity.org.uk

Chief Executive: James Brindle
Finance Director: Sarah Pearce
Charity Caseworker: Jo Downing

Ribblesdale

Roman Road, Dorking, Surrey RH4 3EX - Telephone 01306 640664
Scheme Manager: Kishnah Mooneegadoo

Auditor

RSM UK Audit LLP, Portland, 25 High Street, Crawley, West Sussex, RH10 1BG

Bankers

HSBC, 19 West Street, Dorking, Surrey RH4 1BW
Courtts & Co Ltd., 188 Fleet Street, London EC4A 2HT
CAF Bank, 25 Kings Hill Avenue, West Malling, Kent ME19 4TA

Solicitors

Messrs Downs, 156 High Street, Dorking, Surrey RH4 1BQ

Investment Managers

Charles Stanley & Company Ltd., 2 Westover Road, Bournemouth BH1 2BY

Honorary Consultants

Dr J Martin MA MD MRCP
Dr Brian E Bourke, FRCP
David J Spalton, FRCS, MRCP

Newspaper Press Fund

TRUSTEES REPORT

for the year ended 31 December 2020

The Trustees present their report along with the financial statements of the charity for the year ended 31 December 2020. The financial statements have been prepared in accordance with the accounting policies set out on pages 14 to 15 and comply with the charity's charter, the Charities Act 2011 and Accounting and Reporting for Charities and the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

In 1858 it was recorded that "The necessity for establishing a Provident and Benevolent Fund in connection with the newspaper press became the subject of conversation at a meeting of Parliamentary reporters." For six years a number of attempts were made to establish this without success until in 1864 when Trustees were appointed and a President elected. In 1890 The Newspaper Press Fund, as an unincorporated association, was granted a Royal Charter as its governing document and in 1962 it was registered as a charity (number 208215) and later in Scotland (number SCO42405). To reflect the changing nature of journalism a working name was introduced in 2004 as NPF – The Journalists' Charity and amended in 2005 to Journalists' Charity.

The Charity's objectives are to help meet the needs of British and Irish journalists and their dependants. There is a twofold approach to meeting this objective – the making of cash grants as appropriate and the provision of retirement housing. The objectives of the charity are "Our maximum position should be that we should help as many journalists throughout the UK as possible who are facing hardship, including medical conditions and financial hardship."

In setting our aims for the year and planning our activities the Trustees have given careful consideration to the Charity Commission's guidance on the relief of poverty for public benefit and on fee paying for services.

The charity delivers its charitable aims in two ways:

- through direct delivery in providing retirement homes for journalists; and
- through grant making to individuals.

We welcome applications for help from all who are currently, or have been journalists, with journalism as their principal source of income for at least two continuous years out of the last five years or for seven years in total (if not current). In addition, their dependants are eligible for consideration for assistance. Applicants are accepted from those who are citizens of the United Kingdom and of Eire and other journalists who have worked in these countries, subject to the two-year eligibility rule.

ACHIEVEMENTS AND PERFORMANCE

The activities in 2020 continued to be the financial assistance and support of journalists in need, together with the provision of retirement housing. During 2020 the demand for grants remained at a similar level to that of 2019. Notably 52 percent of the beneficiaries awarded grants in 2020 were new to the Charity.

During the year the Charity gave financial assistance to 101 (2019:108) people by way of financial help and provided accommodation for 21 (2019:22) people in the sheltered homes in Dorking. Those helped by the Charity have historically been retired, but with an increase in the number of new beneficiaries during 2020 this has achieved a more diversified age bracket with a larger proportion of working age journalists being given financial assistance. The Charity has helped in a wide variety of cases of financial hardship - this could be due to a change in pension age, a young family suffering a downturn in their finances through ill health, a single person suffering mental stress through isolation and a lack of available work or a newly qualified journalist struggling for financial security in their first job.

The Charity makes financial grants to individual journalists and their dependants that are in need. All grants are assessed on their individual merits at full meetings of the Council.

The objective of the Charity is to help as many journalists in need as possible. This may be through financial assistance, accommodation or advice as to how a difficult situation can be improved. Most cases are dealt with

Newspaper Press Fund

TRUSTEES REPORT

for the year ended 31 December 2020

within a month. The Trustees consider a prompt response to those in a difficult situation is essential. The Charity's success is measured by the number of grants it gives to journalists during the year.

RISKS

The Trustees receive a risk review report annually which identifies the areas of potential risk to the Charity. The principal risk to the Charity is its ability to attract sufficient funding to carry out its charitable activities. The investment portfolio is an important part of the Charity's income. The performance of the investment portfolio is closely monitored with its investment manager, Charles Stanley. There is an understood risk that the investment portfolio can go down as well as up. The Charity continues to promote itself through its website and online events to attract donors and future beneficiaries. The Trustees have reviewed the adequacy of protection against these risks and where insufficient have put in place appropriate procedures to mitigate these risks. In some protection is provided by insurance, in others by monitoring, reporting and re-assessing risks concerned.

The trustees review the liquidity and cash flow risk to the Charity by periodically reviewing the bank balances of the head office and the accounts held with their investment manager, Charles Stanley. To minimise ongoing risk the Trustees had agreed to maintain a higher cash balance to remove the need to remove funds from its investment portfolio in 2020. This proved a prudent move as income in 2020 was affected by the reduction in dividends and income from events. The bank balances are reviewed to ensure cashflow levels are sustainable. In 2020 the situation with coronavirus presented a greater risk that the Charity would have a higher demand for financial help whilst also suffering from a downturn in income. Although there was a downturn in income during 2020 there wasn't a significantly higher demand for financial help but this may happen in 2021 as the effects of coronavirus continue to affect journalists' income. The cash balance that the charity maintains is more important than ever in the current situation as it is important to not remove funds from its investment portfolio. The Charity will continue to monitor grants to beneficiaries and pay on a month to month basis to ensure the Charity can provide financial help to as many journalists as need it whilst ensuring the Charity's longevity. The main impact of the coronavirus on the charity is to increase requests for financial assistance from struggling journalists whilst reducing the level of dividends received from its investment portfolio. The situation as at April 2021 shows a similar projected deficit for the year for the Charity which is within the current cash level of the Charity.

FINANCIAL REVIEW

Following the sale of its care home in January 2020 the Charity predicted a recovering year which would result in a small profit. The loss in the year of £412,000 (2019 gain: £375,000) came about largely due to the loss on the sale of an asset plus an operating deficit largely caused by a reduction in dividend income as a result of coronavirus which was offset by a small increase on its investment portfolio managed by Charles Stanley.

The Charity consider that 2021 is likely to be similar to 2020 but a recovery in investment dividends will give a more positive outcome. The current projection is that dividend returns will only be slightly increased on 2020.

GOING CONCERN

The accounts are reported on a going concern basis in accordance with the reserves and risk policy of the Charity. The Trustees consider the reserves are such that the Charity will continue to support Journalists whilst there continues to be a need in the industry. The anticipated recovery of the Charity's finances was not achieved because of the situation with coronavirus. The loss of £412,000 in the year was covered by the cash at bank maintained following the sale of the care home, Pickering House. The balance from the sale was invested with its Investment Manager, Charles Stanley, although it did not achieve an increase in dividends income as predicted in January 2020, did maintain similar levels to 2019.

The current coronavirus outbreak is unlikely to have an impact on the charity as a going concern although it is likely to mean that the Charity will suffer a deficit in the year ended 31 December 2021. Whilst the value of the Charity's investment portfolio has risen prior to the end of 2020 it is difficult to predict whether this recovery will continue in the current year. The Charity started 2021 in a good position. The Charity will continue to monitor the performance of the investment portfolio and cash balances alongside its grant making policy. The trustees do not consider any changes in the grant making policy are necessary at the current point.

FUTURE PLANS

Newspaper Press Fund

TRUSTEES REPORT

for the year ended 31 December 2020

The Trustees of the Charity continue to focus on grant giving to journalists in need and review methods of reaching more journalists in need of financial assistance. The grant giving of the Charity has always been the Charity's primary aim. The Charity will continue to review its finances and operations. The trustees have considered the ongoing Covid19 coronavirus outbreak on their future plans and at this stage there is no change to the strategy of the charity.

RESERVES POLICY

The charity holds reserves in order to generate income to support the work of the Charity. The Charity's reserves have decreased slightly in 2020, although it was anticipated that selling its care home would improve them. The investment of the proceeds from the sale of the care home and the reduction in costs of maintaining the care home following its closure in 2018 were expected to improve the annual income. Although, due to Covid19 dividends were reduced from the expected level, the Charity's reserves were not significantly affected. The level of the Charity's reserves is reviewed regularly by the Finance & Assets Committee and Council as part of the examination of the financial performance of the charity. The Charity's reserves as at 31 December 2020 are £9,781,000 (2019: £10,913,000) which is sufficient to sustain the Charity for at least the foreseeable future. £919,000 (2019: £4,376,000) are tied up in fixed assets, leaving £8,860,000 (2019: £5,817,000) of free reserves which includes amounts held as investments of £8,516,000 (2019: £5,506,000).

INVESTMENT POLICY AND MANAGEMENT

The investment policy of the Trustees is to optimise the total return of income and capital from the portfolio. In order to achieve this they have appointed investment managers and have agreed asset allocations with them and benchmarks against which performance is measured. The Council has agreed the investment risk mandate should be a balance between income and capital growth but with a bias towards income and a medium low risk tolerance. They have set the following investment parameters:

UK Fixed Interest	35% to 70%
UK Equities	40% to 60%
Cash	0% to 15%
Overseas Equities	0% to 10%

As an aim, no single equity holding should routinely represent an investment of over £500,000. The performance of the portfolio should seek to match the APCIMS Income Portfolio Index. Valuations will be provided monthly and the Council will review the investment policy at half-yearly intervals. The investments over-performed the benchmark throughout the year. Charles Stanley & Company Limited have discretionary management of the Fund's investments within limits set by the Council. The Charity's aim is to maintain investments that produce a sufficient income to enable the Charity to fulfil its needs. Although the current balance of the Charity's investment portfolio has risen slightly as at 31 December 2020 it is difficult to predict if this recovery will continue through 2021. The current Covid-19 outbreak is likely to have a negative impact on the Charity's income through 2021.

FUNDRAISING

The Charity's approach to fundraising is through publicity and encouragement of donations at its events. Events are currently only able to take place online on a smaller scale. The Charity does not utilise an aggressive or intrusive fundraising policy and is aware of all fundraising that is carried out in its name. The Charity considers it important that its fundraising conforms to recognised standards so that the public, including vulnerable people, are protected from unreasonably intrusive or persistent fundraising approaches and undue pressure to donate.

STRUCTURE GOVERNANCE AND MANAGEMENT

The governing document of the charity is a Royal Charter granted in 1890 with bylaws that provide the means of implementing the provisions of the charter.

Trustees Appointment and Responsibilities

The Council (Trustees) consists of ex-officio and elected members who meet monthly and there is a Finance and Assets Committee that meets as required and reports to the full Council.

Recruitment, induction and training

The Trustees are recruited from within the industry by the existing Trustees, to reflect the geographic spread and diverse nature of journalism. Additionally, there is a mix of working and retired journalists. It is therefore very

Newspaper Press Fund

TRUSTEES REPORT

for the year ended 31 December 2020

likely that any new Trustees are aware of our work and will have supported us previously in some respect, having been members of the Charity. All new Trustees receive the relevant Charity Commission publications concerning Trustees and copies of the minutes of the trustee meetings for the previous 12 months as well as information regarding the charity.

Members of the Council stand for re-election annually in rotation, six members each year. Other nominations may be put forward by members of the Fund who must submit the name and address of the candidate, together with names and addresses of the proposer and seconder, at least 14 days before the Annual Meeting. The Council may, at any time, co-opt new members to fill vacancies, subject to confirmation at the next Annual Meeting. The ex-officio members and the other members are appointed for a 3-year term after which period they may put themselves forward for re-appointment at the next Annual Meeting.

Staff

Decisions made by the Trustees are implemented and managed on a day to day basis by the CEO who is supported by a staff of three (including two part-timers) at the Dorking office and currently 3 members of staff (including part-timers) at the sheltered housing complex. The staff has a limited delegated authority to replace items in the office and homes. The Charity also uses volunteers where appropriate. Volunteers can either be from the industry to help reach beneficiaries throughout the country.

Key Management personnel remuneration

The Trustees consider the board of Trustees and the CEO 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. All Trustees give their time freely and no trustee remuneration was paid in the year. Details of Trustee expenses are disclosed in note 7 to the accounts.

Trustees are required to disclose all relevant interests and register them with the Chief Executive and in accordance with the Charity's policy withdraw from decisions where a conflict of interest arises.

The pay of the Charity's CEO is reviewed annually and normally increased in accordance with the Consumer Price Index. The remuneration is also bench-marked with grant-making charities of a similar size and activity to ensure that the remuneration set is fair and not out of line with that generally paid for similar roles.

REFERENCE AND ADMINISTRATIVE DETAILS

The name of the charity is Newspaper Press Fund with a working name of Journalists' Charity registered with the regulatory authorities under the registered number 208215 (England and Wales) and SCO42405 (Scotland).

The principal office of the charity is Dickens House, 35 Wathen Road, Dorking, Surrey RH4 1JY.

Trustees' Responsibilities in the Preparation of Financial Statements

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 Charity's financial activities during the year and of its financial position at the end of the year. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the charities statement of recommended practice
- make judgements and estimates that are reasonable and prudent
- state whether applicable United Kingdom accounting standards have been followed subject to any 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 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, the charity (accounts and reports) regulations and the provision of the Royal Charter and bye-laws. 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.

Newspaper Press Fund
TRUSTEES REPORT
for the year ended 31 December 2020

Approved on behalf of the Trustees on 21st April 2021 and signed on their behalf by:

A handwritten signature in black ink, appearing to be 'R. Smith', written in a cursive style.

R SMITH - Chairman

Newspaper Press Fund

AUDITOR'S REPORT

for the year ended 31 December 2020

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF NEWSPAPER PRESS FUND

Opinion

We have audited the financial statements of Newspaper Press Fund (the 'charity') for the year ended 31 December 2020 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statements 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 FRS 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 December 2020 and of its incoming resources and application of resources 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 and Trustee Investment (Scotland) Act 2005, regulation 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended) and the Charities Act 2011.

Basis for opinion

We have been appointed auditors under section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and under section 144 of the Charities Act 2011 and report in accordance with regulations made under those Acts.

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 report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the Trustees report. 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.

Newspaper Press Fund
AUDITOR'S REPORT
for the year ended 31 December 2020

Charter. We performed audit procedures to detect non-compliances which may have a material impact on the financial statements which included reviewing the financial statements including the Trustees' Report and assessing whether the property disposal had been appropriately undertaken.

The audit engagement team identified the risk of management override of controls as the area where the financial statements were most susceptible to material misstatement due to fraud. Audit procedures performed included but were not limited to testing manual journal entries and other adjustments, evaluating the business rationale in relation to significant, unusual transactions and transactions entered into outside the normal course of business and challenging judgments and estimates.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at <http://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005, and regulation 10 of the Charities Accounts (Scotland) Regulations 2006 (as amended) and the Charities Act 2011. 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 its trustees as a body, for our audit work, for this report, or for the opinions we have formed.

RSM UK Audit LLP.

RSM UK Audit LLP
Statutory Auditor
Portland, 25 High Street
Crawley, West Sussex
RH10 1BG

Date *27 April 2021.*

RSM UK Audit LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006

Newspaper Press Fund

AUDITOR'S REPORT

for the year ended 31 December 2020

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RSM UK Audit LLP
Statutory Auditor
Portland, 25 High Street
Crawley, West Sussex
RH10 1BG
Date

RSM UK Audit LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006

Newspaper Press Fund
STATEMENT OF FINANCIAL ACTIVITIES
for the year ended 31 December 2020

	<i>Notes</i>	<i>Total Funds 2020 £'000</i>	<i>Total Funds 2019 £'000</i>
INCOME AND ENDOWMENTS			
Donations & legacies	1	162	516
Other trading activities		9	17
Investment income	2	210	235
Charitable activities	3	132	128
Other income		5	-
TOTAL INCOME		518	896
EXPENDITURE ON:			
Raising funds	4	35	79
Charitable activities	5	699	1,123
Other expended resources		332	-
TOTAL EXPENDITURE		1,066	1,202
Net gains in investments	10	136	681
NET/(EXPENDITURE)/INCOME	8	(412)	375
RECONCILIATION OF FUNDS			
Total funds brought forward		10,193	9,818
TOTAL FUNDS CARRIED FORWARD	14	9,781	10,193

Newspaper Press Fund

BALANCE SHEET

31 December 2020

	<i>Notes</i>	<i>2020</i> <i>£'000</i>	<i>2019</i> <i>£'000</i>
FIXED ASSETS			
Tangible assets	9	919	4,376
Investments	10	8,517	5,506
		<u>9,436</u>	<u>9,882</u>
CURRENT ASSETS			
Debtors	11	36	37
Cash at bank and in hand	12	379	344
		<u>415</u>	<u>381</u>
LIABILITIES			
Creditors: Amounts falling due within one year	13	(70)	(70)
		<u>345</u>	<u>311</u>
NET CURRENT ASSETS			
		<u>9,781</u>	<u>10,193</u>
NET ASSETS			
		<u>9,781</u>	<u>10,193</u>
FUNDS			
Unrestricted general fund	14	9,781	10,193
		<u>9,781</u>	<u>10,193</u>
TOTAL FUNDS			
		<u>9,781</u>	<u>10,193</u>

Approved and authorised for issue by the Council on 21st April 2021 and signed on their behalf by:



R SMITH - Chairman

Newspaper Press Fund
STATEMENT OF CASH FLOWS
for the year ended 31 December 2020

	<i>Notes</i>	<i>Total funds</i> 2020 £'000	<i>Total funds</i> 2019 £'000
NET CASH USED IN OPERATING ACTIVITIES	17	(408)	(364)
CASH FLOWS FROM INVESTING ACTIVITIES:			
Interest & dividends received	2	210	235
Net proceeds from sale of investments		(2,875)	276
Purchase of tangible fixed assets		3,108	(6)
		<hr/>	<hr/>
NET CASH PROVIDED BY INVESTING ACTIVITIES		443	505
		<hr/>	<hr/>
DECREASE IN CASH & CASH EQUIVALENTS IN THE YEAR		35	141
CASH & CASH EQUIVALENT BROUGHT FORWARD		344	203
		<hr/>	<hr/>
CASH & CASH EQUIVALENT CARRIED FORWARD		379	344
		<hr/>	<hr/>

Newspaper Press Fund

ACCOUNTING POLICIES

ACCOUNTING CONVENTION

Basis of preparation and assessment of going concern

The financial statements are prepared under the historical cost convention as modified by the inclusion of investments at valuation and in accordance with applicable United Kingdom accounting standards. The financial statements have been prepared in accordance with 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 (FRS 102) effective 1 January 2019, the Charities and Trustee Investment (Scotland) Act 2005 and Regulation 8 of Charities Accounts (Scotland) Regulations 2006.

The Newspaper Press Fund is an unincorporated charity. The registered office is Dickens House, 35 Wathen Road, Dorking, Surrey, RH4 1JY. The Charity constitutes a public benefit entity as defined by FRS 102. The accounts have been prepared with the application of the FRS 102 triennial review.

GOING CONCERN

The Trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern for the foreseeable future. With respect to the next reporting period, the year ended 31 December 2021, the most significant areas of uncertainty that affect the carrying value of assets held by the Charity are the level of investment return and the performance of investment markets (see the investment policy and risk management sections of the trustee's annual report for more information).

The completion of the sale of Pickering House in January 2020 meant the charity was in a strong financial position at the start of the Covid-19 (Coronavirus), based upon its investment portfolio and levels of cash held. Notwithstanding the market volatility experienced since the outbreak, and the subsequent market recovery towards the end of 2020 the trustees consider that the current cash levels and investment portfolio provide the charity with free reserves that will allow it to withstand the potential impacts of Covid for at least 12 months from the approval of the financial statements.

The trustees have considered the impact of the Covid-19 (Coronavirus) outbreak post year end and before the approval of these financial statements on their assessment of the going concern basis for the preparation of these financial statements. It is expected that the value of the Charity's investment will continue to improve and the income received from dividends will increase slightly on 2020, whilst applications for financial help may increase, the current forecast for 2021 and for rolling twelve months to April 2022 is still within the Charity's current cash levels.

The impact of the outbreak is not considered to materially impact on that assessment and the financial statements continue to be prepared on a going concern basis.

INCOME

Income is recognised in the period in which the Charity is entitled to receipt and it is probable that it will be received by the Charity and when the amount can be measured with reasonable certainty.

Donations are recognised when the Charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance before the Charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the Charity and it is probable that those conditions will be fulfilled in the reporting period.

Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the Charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the Charity, or the Charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Fundraising is accounted for on a receivable basis. Income recognised in advance of a related event is deferred only when the Charity has to fulfil conditions before becoming entitled to it, or where the donor has specified that the income is to be expended in a future period.

Newspaper Press Fund

ACCOUNTING POLICIES

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due date.

EXPENDITURE

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with use of the resources. Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements. Under cost of charitable activities 40% of head office staff costs and 50% of other costs are allocated into support and governance costs. The remaining 60% of staff costs are shown as staff costs and 50% of other costs are shown as running costs. This split is based on estimates of time spent on each activity.

GRANTS

Grants are paid to individuals at the Trustees' discretion. Grants are recognised when a constructive obligation arises.

TANGIBLE FIXED ASSETS AND DEPRECIATION

Assets costing more than £1,000 are capitalised at cost. Computer and similar equipment is written off fully in the year of purchase.

Depreciation is provided to write off the cost of fixed assets (excluding land) to their residual value evenly over their estimated useful lives which are as follows:-

Freehold buildings	over 30 years
Fixtures, fittings and equipment	over 3 years
Fixtures, refurbishment costs eg bathroom, boiler	over 5 years
Motor vehicles	over 5 years

INVESTMENTS

Investments are stated at fair value based on bid price at the balance sheet date. The Statement of Financial Activities includes the net gains and losses arising on revaluations and disposals throughout the year. 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 end of the year and their carrying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

EMPLOYEE BENEFITS POLICY

The costs of short-term employee benefits are recognised as a liability and an expense, unless those costs are required to be recognised as part of the cost of stock or are capitalised as an intangible fixed asset or a tangible fixed asset.

The best estimate of the expenditure required to settle an obligation for termination benefits is recognised immediately as an expense when the Charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

PENSION COSTS

The Fund makes payments to the individual pension policies of qualifying employees. The pension costs charged in the Statement of Financial Activities represent the contributions payable by the charity during the period.

FUNDS ACCOUNTING

Funds held by the charity are:

Unrestricted general funds – these are funds which can be used in accordance with the charitable objects at the discretion of the Trustees.

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ACCOUNTING POLICIES

Restricted funds – these are funds which are to be used for specific purposes as laid down by the donor. The Charity does not currently have any restricted funds.

LIABILITIES

Liabilities are recognised when the entity has an obligation to transfer economic benefits as a result of past transactions or events.

FINANCIAL INSTRUMENTS

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

ACCOUNTING ESTIMATES AND AREAS OF JUDGEMENT

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Accounting estimates and assumptions

The Charity makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. The Trustees do not believe there to be any estimates or judgements which have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

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NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 December 2020

1	DONATIONS AND LEGACIES	2020 £'000	2019 £'000
	Members	59	38
	Districts		
	Glasgow	2	39
	West Midlands	-	1
	Wales	-	41
	Appeals	65	158
	Legacies	21	199
	Special Events	10	30
	Income tax recoverable	5	10
		<u>162</u>	<u>516</u>
	Income tax recoverable moved from Investment income		
2	INVESTMENT INCOME	2020 £'000	2019 £'000
	Dividends – equities	167	181
	Interest – fixed interest securities	43	54
		<u>210</u>	<u>235</u>
3	CHARITABLE ACTIVITIES	2020 £'000	2019 £'000
	Residents Fees and Rent:		
	Harmsworth House	-	-
	Ribblesdale	132	128
	Pickering House	-	-
		<u>132</u>	<u>128</u>
4	COST OF RAISING FUNDS	2020 £'000	2019 £'000
	District expenses		
	Glasgow	1	19
	West Midlands	-	-
	Wales	-	35
		<u>1</u>	<u>54</u>
	Investment Management Costs	29	20
	Cost of events	5	5
		<u>35</u>	<u>79</u>

Newspaper Press Fund
NOTES TO THE FINANCIAL STATEMENTS
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5 COST OF CHARITABLE ACTIVITIES

	<i>Fundraising</i> <i>£'000</i>	<i>Grants</i> <i>£'000</i>	<i>Homes</i> <i>£'000</i>	<i>Homes</i> <i>Management</i> <i>£'000</i>	<i>2020</i> <i>Total</i> <i>£'000</i>	<i>2019</i> <i>Total</i> <i>£'000</i>
Staff costs	84	42	87	21	234	230
Running costs	4	-	102	-	106	326
Depreciation	-	-	17	-	17	179
Governance & support costs	79	39	-	20	138	151
	<u>167</u>	<u>81</u>	<u>206</u>	<u>41</u>	<u>495</u>	<u>886</u>
Grants awarded	-	194	10	-	204	237
	<u>167</u>	<u>275</u>	<u>216</u>	<u>41</u>	<u>699</u>	<u>1,123</u>
2019	<u>141</u>	<u>298</u>	<u>613</u>	<u>71</u>	<u>1,123</u>	

All grants awarded were to individuals in both years.

6 GOVERNANCE & SUPPORT COSTS

	<i>2020</i> <i>£'000</i>	<i>Basis of allocation</i>
Utilities and insurance	27	Proportionate to office and administration staff time Spent
Repairs and renewals	8	
Head Office staff costs	98	
Other Head Office costs	5	
	<u>138</u>	
2019 Governance & support costs	<u>151</u>	

Newspaper Press Fund
NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 December 2020

7	EMPLOYEE AND STAFF COSTS	2020	2019
		<i>No.</i>	<i>No.</i>
	The number of employees throughout the year, calculated on an average basis was:		
	Office and Administration	4	3
	Residential and Care Homes	3	3
		<u>7</u>	<u>6</u>

The average number of employees throughout the year represents the average over the whole year. Employees throughout the year on a full time equivalent basis was 6 (2019: 5).

	2020	2019
	<i>£'000</i>	<i>£'000</i>
The costs of employing these staff were:		
Salaries and Wages	286	285
Social security costs	29	26
Pension Scheme contributions	20	18
	<u>335</u>	<u>329</u>

One employee received remuneration between £80,000 – 90,000 (2019: none), and no employee between 70,000 and 80,000 (2019: one). Trustees are not remunerated (in either 2019 or 2020). £530 was reimbursed for expenses in relation to travel and entertainment to 4 Trustees (2019: £1,338 to 4 Trustees). Public liability insurance paid in regard to Trustees £862 (2019: £862).

The Charity considers its key management personnel comprise the Trustees and the CEO. The total employment benefits including pension scheme contributions of key management personnel were £105,331 (2019: £107,000). The employers national insurance contributions in respect of the key management personnel was £10,681 (2019: £10,820). 2019 figures covered a one off month overlap between key management personnel.

8	NET EXPENDITURE	2020	2019
		<i>£'000</i>	<i>£'000</i>
	This is stated after charging:		
	Auditor's remuneration	20	18
	Depreciation	17	179
	Net loss on sale of fixed asset	332	-
		<u>369</u>	<u>197</u>

Newspaper Press Fund
NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 December 2020

9	TANGIBLE FIXED ASSETS	<i>Freehold land and buildings £'000</i>	<i>Fixtures, fittings & equipment £'000</i>	<i>Total £'000</i>
	Cost or valuation			
	1 January 2020	6,576	118	6,694
	Disposals	(5,355)	(81)	(5,436)
	31 December 2020	<u>1,221</u>	<u>37</u>	<u>1,258</u>
	Depreciation			
	1 January 2020	2,205	113	2,318
	Charge in year	16	1	17
	Disposals in year	(1,915)	(81)	(1,996)
	31 December 2020	<u>306</u>	<u>33</u>	<u>339</u>
	Net Book Value			
	31 December 2020	<u>915</u>	<u>4</u>	<u>919</u>
	31 December 2019	<u>4,371</u>	<u>5</u>	<u>4,376</u>

The valuations of land and buildings were made in 1997 by Messrs Martin Brown (Valuers and Surveyors). This valuation was treated as cost on adoption of FRS102.

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10	INVESTMENTS	2020 £'000	2019 £'000
	Fair value as at 1 January 2020	5,506	5,101
	Acquisitions at cost	3,361	872
	Sales proceeds from disposals	(929)	(1,032)
	Realised gains in the year	(5)	120
	Unrealised (loss)/gain in the year	141	561
	Net cash movement	443	(116)
	Fair value at 31 December 2020	8,517	5,506
	Investments at fair value comprised:		
	UK fixed interest securities	1,757	1,203
	UK equities	3,029	3,160
	Overseas equities	3,244	1,100
	Cash deposits	487	43
		8,517	5,506
	Historical cost as at 31 December 2020	6,499	4,154
Cash deposits represent amounts under the discretionary management of the Fund's investment managers.			
No individual holding exceeds 5% of the total fair value.			
11	DEBTORS	2020 £'000	2019 £'000
	Other debtors and prepayments	36	37
12	CASH AT BANK AND IN HAND	2020 £'000	2019 £'000
	CAF accounts	69	38
	Branch bank accounts	14	31
	Head office bank accounts	296	275
		379	344
13	CREDITORS: Amounts falling due within one year	2020 £'000	2019 £'000
	Trade creditors	11	21
	Sundry creditors and accruals	59	49
		70	70

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for the year ended 31 December 2020

Deferred Income	2020 £'000	2019 £'000
Brought forward at 1 January	17	-
Released during the year		
Deferred during the year	8	17
Carried forward at 31 December	<u>26</u>	<u>17</u>
Deferred income relates to the Wales Media Awards		

14 FUNDS

Funds	Balance at 1 January 2020 £'000	Income £'000	Expenditure £'000	Net investment movements £'000	Transfers between funds £'000	Balance at 31 December 2020 £'000
	-					
Unrestricted General	10,193	518	1,066	136	-	9,781
	<u>10,193</u>	<u>518</u>	<u>1,066</u>	<u>136</u>	<u>-</u>	<u>9,781</u>

Unrestricted funds comprise those funds which the trustee is free to use in accordance with the charitable objections.

15 PENSION COMMITMENTS

The charity does not operate a pension scheme but contributes to the personal pension plan of certain employees. Contributions paid by the charity are disclosed in note 7.

16 TAXATION

The Newspaper Press Fund is a registered charity and as such its income and gains falling within Sections 471 to 489 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992 are exempt from corporation tax to the extent that they are applied to its charitable objectives.

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NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 December 2020

17 RECONCILIATION OF NET MOVEMENT OF FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2020 £'000	2019 £'000
Net movement in funds	(412)	375
Add back depreciation	17	179
Deduct investment income shown in investing activities	(210)	(235)
Deduct gains/ add back losses on investments	(136)	(681)
Decrease in debtors	1	(1)
(Decrease) in creditors	-	(1)
Loss on disposal of fixed asset	332	-
Net cash used in operating activities	<u>(408)</u>	<u>(364)</u>

18 RELATED PARTIES

Donation income of £10k (2019: 30k) was received from entities with directors who are also Trustees of Newspaper Press Fund.

