

**LESLIE AND LILIAN MANNING CHARITABLE TRUST**

**REPORT AND UNAUDITED FINANCIAL STATEMENTS**

**5 APRIL 2023**

**Charity Number 219846**

**ARMSTRONG WATSON  
Chartered Accountants  
Newcastle upon Tyne**

**LESLIE AND LILIAN MANNING CHARITABLE TRUST**

**FINANCIAL STATEMENTS**

**5 APRIL 2023**

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**LESLIE AND LILIAN MANNING CHARITABLE TRUST**

**REFERENCE AND ADMINISTRATIVE DETAILS**

**5 APRIL 2023**

|                                  |  |
|----------------------------------|--|
| <b>Registered charity number</b> | 219846   |
| <b>Trustees</b>                  | D Jones<br>K L Andersen<br>U Fagandini   |
| <b>Correspondence address</b>    | c/o Armstrong Watson LLP<br>First Floor<br>One Strawberry Lane<br>Newcastle upon Tyne<br>NE1 4BX                 |
| <b>Accountants</b>               | Armstrong Watson Audit Limited<br>One Strawberry Lane<br>Newcastle upon Tyne<br>NE1 4BX                          |
| <b>Independent examiner</b>      | D R Gold<br>Armstrong Watson Audit Limited<br>Newcastle upon Tyne<br>NE1 4BX                                     |
| <b>Bankers</b>                   | Virgin Money<br>132-134 Northumberland Street<br>Newcastle upon Tyne<br>NE1 7DG                                  |
| <b>Investment advisers</b>       | Rathbone Investment Management Limited<br>Earl Grey House<br>75-85 Grey Street<br>Newcastle upon Tyne<br>NE1 6EF |

# **LESLIE AND LILIAN MANNING CHARITABLE TRUST**

## **REPORT OF THE TRUSTEES**

### **FOR THE YEAR ENDED 5 APRIL 2023**

The trustees are pleased to present their report, together with the unaudited financial statements of the charity for the year ended 5 April 2023.

Reference and administrative details set out on page 1 form part of this report. The financial statements have been prepared in accordance with the accounting policies set out on pages 8 to 9, and comply with the charity's trust deed, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland – Charities SORP FRS 102.

#### **Structure, governance and management**

The trust is an unincorporated trust, constituted under a trust deed dated 22 January 1960 and is a registered charity, number 219846.

The trustees who have served during the year are set out on page 1. The board of trustees is responsible for the appointment of trustees, their tenure of office and election of the chairman.

New and existing trustees are briefed on the powers and responsibilities of the trustees, the grant making process, investments and the recent financial performance of the charity.

The charity is managed by the trustees who normally meet twice a year.

No trustee remuneration was paid in the year. Details of trustee expenses and related party transactions are disclosed in note 8 to the financial statements.

#### **Risk management**

The trustees have examined the major strategic, business and operational risks which the charity faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.

#### **Objectives and activities for the public benefit**

The object of the trust in accordance with the trust deed is to make distributions to such charitable institutions or purposes as the trustees in their absolute discretion select.

The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the trusts aims and objectives and in planning future activities.

The trust carries out these objectives by providing grants that are in general applied to supporting charities that either operate or run specific projects in the North East of England that support children, the physically or mentally disabled and the disadvantaged.

#### **Grant making policy**

Grants will normally be made out of income and not capital. The trustees may, however, at their discretion, use the capital of the trust for charitable purposes.

At the trustees' discretion, some charities are supported on a regular basis, but the trustees will also consider individual appeals on a one-off basis.

The grants to be awarded are decided at the twice yearly trustee meetings.

# **LESLIE AND LILIAN MANNING CHARITABLE TRUST**

## **REPORT OF THE TRUSTEES**

### **FOR THE YEAR ENDED 5 APRIL 2023**

#### **Achievements and performance**

The year proved successful in terms of the number of grants awarded. The grants paid in the year are listed in note 2 to the financial statements.

#### **Financial review**

The principal source of unrestricted income comprised dividends and interest of £23,018 (2022: £18,505) from the investment portfolio.

Net expenditure for the year before transfers for the unrestricted income fund was £9,684 (2022: £14,936), as shown in the statement of financial activities on page 6.

#### Reserves policy

It is the policy of the charity to maintain unrestricted funds, which are the free reserves of the charity, of at least £5,000 to ensure that management and administrative expenditure for twelve months can be met out of undistributed investment income. Free reserves at 5 April 2023 were £5,332 (2022: £5,016). The trustees review both the reserves policy and the reserves position on a regular basis.

#### Investment policy

There are no restrictions on the trustees' powers to invest. The trustees set the investment strategy taking into account the income requirements, risk profile and the investment manager's view of economic market conditions. The portfolio risk profile is medium. This strategy is set within the overall policy whereby the principal aim was for the portfolio to be managed on a total return basis. The charity aims to obtain a balanced return from capital growth and income. This policy is reviewed annually by the trustees and the portfolio is monitored by them regularly.

The asset allocation is at the discretion of the investment managers and will be reviewed regularly with reference to the long term objectives of the trustees. No individual holding should exceed 5% of the portfolio value. No investments should be made in companies with over 10% of their turnover from tobacco or armaments. There should be no direct investment in tobacco production or in armaments.

The investment portfolio is administered by the trustees taking advice from a leading firm of stockbrokers.

The adviser presents an investment review and reports on performance every six months and makes recommendations as appropriate at trustees' meetings.

The total return on investments, before fees, for the year ended 5 April 2023, was -1.7% against a benchmark return of the CPI plus 4.0%, which equated to 14.4% for the year.

#### **Plans for the future**

The charity plans to continue to make grants to charitable institutions.

# **LESLIE AND LILIAN MANNING CHARITABLE TRUST**

## **REPORT OF THE TRUSTEES**

### **FOR THE YEAR ENDED 5 APRIL 2023**

#### **Trustees' responsibilities in relation to the financial statements**

The trustees are responsible for preparing the report of the trustees 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 business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity Accounts and Reports Regulations 2008 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.

Approved by the trustees and signed on their behalf by:

D Jones  
Trustee  
9 June 2023

**INDEPENDENT EXAMINER'S REPORT**  
**TO THE TRUSTEES**  
**OF LESLIE AND LILIAN MANNING CHARITABLE TRUST**

I report to the charity trustees on my examination of the financial statements of the charity for the year ended 5 April 2023, which are set out on pages 6 to 12.

**Responsibilities and basis of report**

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

I report in respect of my examination of the trustee's financial statements 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.

**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 cause to believe that in any material respect:

- (1) accounting records were not kept in respect of the trust as required by section 130 of the Act; or
- (2) the financial statements do not accord with those records; or
- (3) the financial statements 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 requirements that the financial statements 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 financial statements to be reached.

D R Gold FCA  
Independent Examiner  
Armstrong Watson Audit Limited  
One Strawberry Lane  
Newcastle upon Tyne  
NE1 4BX  
9 June 2023

**LESLIE AND LILLIAN MANNING CHARITABLE TRUST**

**STATEMENT OF FINANCIAL ACTIVITIES**

**FOR THE YEAR ENDED 5 APRIL 2023**

|  | <b>Note</b> | <b>Income<br/>Fund<br/>£</b> | <b>Capital<br/>Fund<br/>£</b> | <b>Total<br/>2023<br/>£</b> | <b>Total<br/>2022<br/>£</b> |
|--|-------------|------------------------------|-------------------------------|-----------------------------|-----------------------------|
| <b>Income from:</b>                      |             |                              |                               |                             |                             |
| Investments                              |             | 23,018                       | -                             | 23,018                      | 18,505                      |
| <b>Total income</b>                      |             | <u>23,018</u>                | <u>-</u>                      | <u>23,018</u>               | <u>18,505</u>               |
| <b>Expenditure on:</b>                   |             |                              |                               |                             |                             |
| Raising funds                            |             |                              |                               |                             |                             |
| Investment management costs              |             | -                            | 7,362                         | 7,362                       | 8,057                       |
| Charitable activities                    |             | 32,702                       | -                             | 32,702                      | 33,441                      |
| <b>Total expenditure</b>                 | <b>3</b>    | <u>32,702</u>                | <u>7,362</u>                  | <u>40,064</u>               | <u>41,498</u>               |
| <b>Net (losses) gains on investments</b> |             |                              |                               |                             |                             |
| Unrealised                               | <b>4</b>    | -                            | ( 30,403)                     | ( 30,403)                   | 75,956                      |
| Realised                                 |             | -                            | ( 11,255)                     | ( 11,255)                   | 6,905                       |
| <b>Net (expenditure) income</b>          |             | <u>( 9,684)</u>              | <u>( 49,020)</u>              | <u>( 58,703)</u>            | <u>59,868</u>               |
| Transfers between funds                  |             | 10,000                       | ( 10,000)                     | -                           | -                           |
| <b>Net movement in funds</b>             |             | <u>316</u>                   | <u>( 59,020)</u>              | <u>( 58,703)</u>            | <u>59,868</u>               |
| <b>Reconciliation of funds:</b>          |             |                              |                               |                             |                             |
| Total funds brought forward              |             | 5,016                        | 1,098,576                     | 1,103,592                   | 1,043,724                   |
| <b>Total funds carried forward</b>       |             | <u>5,332</u>                 | <u>1,039,556</u>              | <u>1,044,889</u>            | <u>1,103,592</u>            |

The notes on pages 8 to 12 form part of these financial statements.



# LESLIE AND LILLIAN MANNING CHARITABLE TRUST

## BALANCE SHEET

AS AT 5 APRIL 2023

|   | Note | 2023             | 2022             |
|---|------|------------------|------------------|
|   |      | £                | £                |
| <b>Fixed assets</b>                                   |      |                  |                  |
| Investments   | 4    | 1,047,377        | 1,109,240        |
| <b>Current assets</b>                                 |      |                  |                  |
| Debtors   | 5    | 1,709            | 1,059            |
| Cash at bank  |      | 1,436            | 1,214            |
|   |      | <u>3,145</u>     | <u>2,273</u>     |
| <b>Creditors:</b> amounts falling due within one year | 6    | ( 5,633)         | ( 7,921)         |
|   |      | <u></u>          | <u></u>          |
| <b>Net current liabilities</b>                        |      | ( 2,488)         | ( 5,648)         |
|   |      | <u></u>          | <u></u>          |
| <b>Net assets</b>                                     |      | <u>1,044,889</u> | <u>1,103,592</u> |
| <b>Funds of the charity</b>                           |      |                  |                  |
| Unrestricted income fund                              | 7    | 5,332            | 5,016            |
| Capital fund  | 7    | 1,039,556        | 1,098,576        |
|   |      | <u></u>          | <u></u>          |
| <b>Total charity funds</b>                            |      | <u>1,044,889</u> | <u>1,103,592</u> |

These financial statements were approved by the trustees on 9 June 2023 and were signed on their behalf by:

D Jones  
Trustee

The notes on pages 8 to 12 form part of these financial statements.

# LESLIE AND LILLIAN MANNING CHARITABLE TRUST

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 5 APRIL 2023

#### 1 Accounting policies

##### i) Accounting basis

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated. They have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland - Charities SORP FRS 102, the Charities Act 2011 and applicable regulations.

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'. This departure has involved following Accounting and Reporting by Charities: Statement of Recommended Practice, applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The trust constitutes a public benefit entity as defined by FRS 102.

The financial statements are prepared in sterling which is the functional and presentational currency of the trust.

##### ii) Preparation of the financial statements on a going concern basis

The trustees consider that there are no material uncertainties about the trust's ability to continue as a going concern.

##### iii) Fund structure

Income funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

###### a) Unrestricted income fund

The income fund is credited with the investment income arising from the trust's investments and is charged with charitable grants made by the trust and the trust's administration costs. Transfers are made at the discretion of the trustees and take into account the amount of income required to maintain the level of charitable activity.

###### b) Capital fund

The capital fund represents the original expendable endowed funds of the charity, together with the accumulated gains or losses arising from the active management of the investments which may be used to supplement the income when making grants.

##### iv) Income recognition

All income is recognised in the statement of financial activities once:

- the charity has entitlement to the income;
- there is sufficient certainty and it is probable that the income will be received; and
- the amount of income can be measured reliably.

##### Investment income

This is included in the financial statements when receivable.

# LESLIE AND LILLIAN MANNING CHARITABLE TRUST

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 5 APRIL 2023

#### 1 Accounting policies (*continued*)

##### v ) Expenditure recognition

Liabilities are recognised as soon as there is a legal or construction obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

##### **Cost of raising funds**

The cost of raising funds consist of investment management costs.

##### **Charitable activities**

Costs of charitable activities include grants made, governance costs and an apportionment of support costs as shown in note 3.

##### **Grants payable without performance conditions**

These are only recognised in the financial statements when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity.

##### **Support costs**

Support costs are allocated on the basis of time spent on each activity.

##### **Governance costs**

Include costs of the preparation and examination of statutory financial statements , the costs of trustees meetings and cost of any legal advice to trustees on governance or constitutional matters.

##### vi ) Investments

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the middle price quoted market value.

##### **Investments gains and losses**

This includes any gains or losses arising on disposal on the sale of investments and any gain or loss resulting from revaluing investments to fair value at the end of the year.

##### vii ) Cash at bank

Cash at bank represents the balance on the trust's current bank account at the year end.

##### viii ) Creditors and provisions

Creditors and provisions are recognised where the trust has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount.

##### ix ) Financial instruments

With the exception of investments described above, the trust only has financial assets and financial liabilities of a kind that qualify as basic. Basic financial instruments are initially measured at their settlement value.

# LESLIE AND LILLIAN MANNING CHARITABLE TRUST

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 5 APRIL 2023

#### 2 Grants payable

|  | 2023<br>£    | 2022<br>£    |
|--|--------------|--------------|
| During the year the charity made the following grants: |              |              |
| Acorns (North Tyneside)                                | 1,000        | 1,000        |
| Action Foundation - Gift of Words Appeal               | -            | 1,000        |
| Action Foundation- Warm Hearts Winter Appeal           | 1,000        | -            |
| Age UK Northumberland                                  | 1,000        | 1,000        |
| Alzheimer's Society                                    | 1,000        | 1,000        |
| Asthma UK  | -            | 1,000        |
| Barnardo's   | 1,000        | 1,000        |
| Blood Cancer UK  | 1,000        | 1,000        |
| Burnhope Community Centre                              | 500          | -            |
| Children North East                                    | 1,000        | 1,000        |
| Cornerstone - Benwell                                  | 1,000        | -            |
| Crisis UK Skylight Newcastle                           | 1,000        | -            |
| Depaul UK  | -            | 1,000        |
| Diabetes UK  | 1,000        | 1,000        |
| English for All  | 1,000        | -            |
| Haven Tyneside Ltd                                     | 1,000        | 1,000        |
| Heartbeat  | -            | 500          |
| Kids Kabin   | 1,000        | -            |
| MacMillan Cancer Support                               | 1,000        | 1,000        |
| Mencap (Royal Mencap Society)                          | 1,000        | 1,000        |
| Morpeth Mental Health Group Ltd                        | -            | 500          |
| Motor Neurone Disease Association                      | 1,000        | 1,000        |
| Newcastle West End Food Bank                           | -            | 2,000        |
| Oasis Community Housing                                | 1,000        | -            |
| Pennywell Neighbourhood Centre                         | -            | 1,000        |
| Philip Cussins House                                   | -            | 1,000        |
| Safe Families for Children                             | -            | 500          |
| Skills for People                                      | 1,000        | -            |
| The Cyrenians Ltd (operating as Changing Lives)        | 1,000        | 1,000        |
| The Bede Food Bank                                     | 1,500        | -            |
| The Guide Dog's for the Blind Association              | 1,000        | -            |
| The People's Kitchen Limited                           | 1,000        | 2,000        |
| The Percy Hedley Foundation                            | 1,000        | 1,000        |
| The Royal National Institute for Deaf People           | 1,000        | 1,000        |
| The Samaritans of Northumbria                          | -            | 1,000        |
| West Northumberland Foodbank                           | 1,500        | 2,000        |
|  | <hr/> 26,500 | <hr/> 27,500 |

# LESLIE AND LILLIAN MANNING CHARITABLE TRUST

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 5 APRIL 2023

#### 3 Total expenditure

|   | Cost of<br>raising funds<br>£ | Charitable<br>activities<br>£ | Governance<br>costs<br>£ | Total<br>2023<br>£ | Total<br>2022<br>£ |
|---|-------------------------------|-------------------------------|--------------------------|--------------------|--------------------|
| Grants payable (note 2)                           | -                             | 26,500                        | -                        | 26,500             | 27,500             |
| Independent examiner's fees                       | -                             | -                             | 474                      | 474                | 432                |
| Accountancy fees                                  | -                             | -                             | 1,662                    | 1,662              | 1,512              |
| Bank charges                                      | -                             | -                             | 106                      | 106                | 13                 |
| Investment management costs                       | 7,362                         | -                             | -                        | 7,362              | 8,057              |
| <b>Allocated support costs:</b>                   |                               |                               |                          |                    |                    |
| Accountancy fees for other services               | -                             | 2,640                         | 1,320                    | 3,960              | 3,984              |
|   | <u>7,362</u>                  | <u>29,140</u>                 | <u>3,562</u>             | <u>40,064</u>      | <u>41,498</u>      |
| Governance costs                                  |                               | <u>3,562</u>                  |                          |                    |                    |
| <b>Total expenditure on charitable activities</b> |                               | <u>32,702</u>                 |                          |                    |                    |

#### 4 Fixed asset investments

|  | 2023<br>£        | 2022<br>£        |
|--|------------------|------------------|
| <b>Summary</b>   |                  |                  |
| Listed investments                                     | 993,820          | 1,080,111        |
| Cash available for reinvestment by investment advisers | 53,558           | 29,129           |
|  | <u>1,047,377</u> | <u>1,109,240</u> |
| <b>Listed investments</b>                              |                  |                  |
| Market value at 6 April 2022                           | 1,080,111        | 1,040,505        |
| Additions  | 127,979          | 29,639           |
| Disposals at carrying value                            | ( 183,868)       | ( 65,989)        |
| Net (losses) gains on revaluation                      | ( 30,403)        | 75,956           |
|  | <u>993,820</u>   | <u>1,080,111</u> |
| Market value at 5 April 2023                           |                  |                  |
|  | <u>765,562</u>   | <u>777,902</u>   |

The investments are subject to the price and yield volatility of the investment portfolio, but this is considered necessary to achieve a higher total return in the long term.

# LESLIE AND LILLIAN MANNING CHARITABLE TRUST

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 5 APRIL 2023

#### 5 Debtors

|               | 2023<br>£ | 2022<br>£ |
|---------------|-----------|-----------|
| Other debtors | 1,709     | 1,059     |

#### 6 Creditors: amounts falling due within one year

|          | 2023<br>£ | 2022<br>£ |
|----------|-----------|-----------|
| Accruals | 5,633     | 7,921     |

#### 7 Analysis of net assets between funds

|                          | Fixed<br>asset<br>investments<br>£ | Net current<br>assets<br>(liabilities)<br>£ | Total<br>2023<br>£ | Total<br>2022<br>£ |
|--------------------------|------------------------------------|---|--------------------|--------------------|
| Capital fund             | 1,047,377                          | ( 7,820)                                    | 1,039,556          | 1,098,576          |
| Unrestricted income fund | -                                  | 5,332                                       | 5,332              | 5,016              |
|                          | 1,047,377                          | ( 2,488)                                    | 1,044,889          | 1,103,592          |

#### *Analysis of net assets between funds – prior year*

|                          | Fixed<br>asset<br>investments<br>£ | Net current<br>assets<br>(liabilities)<br>£ | Total<br>2022<br>£ | Total<br>2021<br>£ |
|--------------------------|------------------------------------|---|--------------------|--------------------|
| Capital fund             | 1,109,240                          | ( 10,664)                                   | 1,098,576          | 1,038,272          |
| Unrestricted income fund | -                                  | 5,016                                       | 5,016              | 5,452              |
|                          | 1,109,240                          | ( 5,648)                                    | 1,103,592          | 1,043,724          |

#### 8 Transactions with trustees

None of the trustees received any emoluments or were reimbursed expenses during the year (2022: none).