



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 1 <sup>st</sup>	Month November	Year 2020		Day 31 <sup>st</sup>	Month October	Year 2021

## Section A Reference and administration details

Charity name

Fred Pendlebury Trust Legacy

Other names charity is known by

-

Registered charity number (if any)

242863

Charity's principal address

CRC, 1<sup>st</sup> Floor, Bold Street Methodist Church,

Palmyra Square North, Warrington

Postcode

WA1 1JQ

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Mrs Sue Rigby	Chair		Appointed as a Circuit Steward of the Sankey Valley Methodist Circuit
2	Mr Geoff Dutton	Deputy Chair	01/11/2020 – 06/07/2021	Appointed as a Circuit Steward of the Sankey Valley Methodist Circuit
3	Revd Mark Coles	Trustee		Appointed by the Sankey Valley Methodist Circuit as a presbyter engaged in ministry in the Warrington Unitary Authority
4	Cllr Maureen Creaghan	Mayor of Warrington		Governing document designates the incumbent Mayor as Trustee
6	Cllr Laurence Murphy	Chair of Stockton Heath Parish Council	01/11/2020 – 18/05/2021	Governing document designates the incumbent Chair of Stockton Heath Parish Council as Trustee
7	Cllr Pamela Todd	Chair of Stockton Heath Parish Council	18/05/2021 - 31/10/2021	Governing document designates the incumbent Chair of Stockton Heath Parish Council as Trustee
8	Mr Richard Verrill	Trustee		
9	Mr Kenneth Long	Trustee		

**Names of the trustees for the charity, if any, (for example, any custodian trustees)**

Name	Dates acted if not for whole year
N/A	

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address
<b>Investment Managers</b>	COIF	CCLA, Investment Management Limited Senator House, 85 Queen Victoria Street, London, EC4V 4ET
<b>Bankers</b>	The Cooperative Bank	PO Box 250, Skelmersdale, WN8 6WT

**Name of chief executive or names of senior staff members (Optional information)**

Grant administration and accounts – Mrs Chris Ralston

## Section B Structure, governance and management

**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	Trust Deed
How the charity is constituted (eg. trust, association, company)	The Charity is constituted as a Trust.
Trustee selection methods (eg. appointed by, elected by)	<p>In accordance with the governing document five of the Trustees are appointed by virtue of the office they hold. These are:</p> <ul style="list-style-type: none"> <li>• Two Circuit Stewards from the Sankey Valley Methodist Circuit</li> <li>• A presbyter from the Sankey Valley Methodist Circuit engaged in ministry within the Warrington Unitary Authority</li> <li>• The Mayor of Warrington</li> <li>• The Chair of Stockton Heath Parish Council</li> </ul> <p>Two further trustees are appointed by the Trustees. Those trustees must be members of a Methodist Church within the Warrington Unitary Authority which forms part of the area encompassed by the Sankey Valley Methodist Circuit.</p>

## Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The Trust has strong links with the Methodist Church in the local area and uses office space within the Sankey Valley Circuit Office for which it makes a financial contribution to the Circuit.

In addition to the Trustees, the Trust has a paid Administrator who completes the day-to-day grant administration and accounting for the Trust.

A Trustee handbook, including copies of the governing documents, is made available to new Trustees.

The Trust works closely with local social housing and support agencies and other organisations such as Citizens' Advice whose referrals form the majority of our grant applications.

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## Section C Objectives and activities

**Summary of the objects of the charity set out in its governing document**

**CHARITABLE OBJECTS:** The Fred Pendlebury Trust exists primarily to grant financial help to those aged 50 and over who live within the area of the Warrington Unitary Authority. The original area of benefit being amended 23<sup>rd</sup> September 2004.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

The object of the Trust is for the benefit of those who are over 50 years of age and are resident in the Warrington area, in particular but not exclusively by offering grants to cover the financial costs of items such as kitchen appliances, domestic furnishings, essential repairs or decoration, access equipment, medical appliances, clothing or in some cases emergency food.

Individual applicants to the Trust do not have to be pensioners or be in receipt of any kind of benefit but must be able to show some evidence of genuine need or financial hardship or distress.

There are seven Trustees who meet approximately once per month to discuss applications. Between meetings grants of up to £350 per applicant can be approved by the Chair and the Deputy Chair, at their discretion. Applications above this amount need to be circulated to all the Trustees with approval required from each one.

The Trust receives all its income for its charitable work from investment fund. It does not engage in fundraising activities.

During this financial year the Trustees have considered 87 grants. These were all for individuals. At the AGM in January 2014, the Trustees agreed a match funding scheme with Warrington Borough Council for small works for homeowners. The Trust has received no applications this financial year. At a meeting in January 2019, the Trustees agreed that money would be put aside each month for this purpose, but that the arrangement would only run

for a further 2 financial years. This period has now lapsed, so any monies accrued for the matched funding have now reverted to the main account.

The majority of the Trust's applications are referred by agencies such as the Citizens Advice Bureau and agencies supporting vulnerable tenants in social housing. Four applications this year were self-referrals from the general public.

We have received significant feedback from referral organisations advising that the items purchased with grant assistance make a huge difference to the lives of the individuals concerned.

Over the financial year the Trust has received thank you letters and emails from successful grant applicants.

With its strong Methodist connection, the Trust undertakes to bring a Christian ethos to all its work by offering a compassionate and understanding service.

The Trustees future strategy will be to consider how we meet an ever growing demand on our services and how we best equip ourselves to be able to respond to the needs generated by welfare/benefit changes.

#### Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grant making;
- policy programme related investment;
- contribution made by volunteers.

**CONTROL OF GRANT MAKING:** Before a grant is awarded, the Administrator presents a report with all relevant details to the trustees. Subject to the agreed cash limits, the decision to award a grant is made by the trustee panel meeting to discuss the applications. Payments are made to suppliers and contractors and only in exceptional circumstances direct to a beneficiary so seeking to ensure that grants made are genuinely used according to the purpose stated on the application form.

**CONTROL OF FINANCE AND INVESTMENT ASSETS: Note:** The Trust employs an administrator to manage the grant making administration and financial bookkeeping and office space is provided by the Sankey Valley Methodist Circuit. A charge for services rendered by the church to the trust is made. Details of such charges are shown in the financial statements of the trust.

i) A full financial report is presented to the Trustees at their bi-annual meetings, at intervening times the financial position of the Trust is monitored by the Administrator. In the event of unforeseen expenditure, the trustees have sufficient reserves and financial control to minimise any financial risk.

ii) Assets: The Trust generates income for its charitable work from investment funds operated by CCLA, specialist investment management for charities and faith organisations. They are authorised to make investment decisions based on security rather than profit. The monies not invested in this way are temporarily held on deposit with established banks and financial institutions. The investment management team has authority to manage the investments in accordance with the Trust's ethical policy and attitude to risk.

## Section D

## Achievements and performance

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### Summary of the main achievements of the charity during the year

During this financial year the Trustees have approved grants totalling £21,909.06, of which applications totalling £2,804.11 were later withdrawn, as were two applications from the previous financial year totalling £700.

The total sum paid out was £23,646.93 (including gifts for vacuum cleaners and mattress protectors), of which £3,214.02 related to grants outstanding from previous financial years. The amount for gifts was £703.85.

	£
Building Work	350
Domestic Equipment	64
Financial Assistance	450
Fitting	100
Floor Coverings	10,692
Furniture	479
Garden Work	350
Heating & Lighting	580
Mattress Cover Gift	18
Mobile Devices	199
Personal Transport	850
Removal and Storage	350
Rent	350
Repairs and Renewals	68
Special Equipment	793
Vacuum Cleaner Gift	686
White Goods	7,296

During the year, the Trust received refunds of £380 for goods and services returned/not required.

Income generated from investments was £34,017.

The total investment portfolio amounted to £1,168,662 at 31<sup>st</sup> Oct 2021 (value in 2020 £993,202)

In April 2017, Glanmore Properties were partially liquidated, and the Trust received a further cheque in March 2018 for £289. These shares were not sold off with the other shares in 2014 because of the massive drop in value. In March 2021 the final liquidation payment of £13.19 was made to the Trust

**Brief statement of the charity's policy on reserves**

The Trust currently meets its running costs and grant awards from the interest received on its investments. The Trust keeps between 3 and 6 months cash reserves available for use for these purposes.

**Details of any funds materially in deficit**

None

**Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The Charity's principal source of funds is the income generated by the Trust's investment funds. The investments cannot be sold for additional income without permission from the Charity Commission.

The Trustees have adopted an ethical investment policy and, as such, has invested its funds through CCLA Investment Management.

The Trust undertakes no fund raising activities.

## Other optional information

## Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	<i>SP Rigby</i>	<i>R Verrill</i>
Full name(s)	SUSANPATRICA RIGBY	RICHARD VERRILL
Position (eg Secretary, Chair, etc)	CHAIR	DEPUTY CHAIR

Date *9 Feb 2022*



Charity Name	No (if any)
Fred Pendlebury Trust	242863

## Receipts and payments accounts

CC16a

For the period from	Period start date	To	Period end date
	01/11/2020		31/10/2021

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Bank Interest	-	-	-	-	-
Investment income (after tax)	34,017	-	-	34,017	33,841
Grants Returned	380	-	-	380	414
Miscellaneous	213	-	-	213	-
<b>Sub total</b> (Gross income for AR)	34,610	-	-	34,610	34,255
<b>A2 Asset and investment sales, (see table).</b>					
Total share sales	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	34,610	-	-	34,610	34,255
<b>A3 Payments</b>					
Charitable Grants	23,714	-	-	23,714	16,015
Volunteer expenses/honoraria	-	-	-	-	-
Office expenses and administrator salary	6,912	-	-	6,912	6,562
Grave maintenance	200	-	-	200	200
Independent Examiner's fee	150	-	-	150	150
Miscellaneous	45	-	-	45	115
<b>Sub total</b>	31,021	-	-	31,021	23,042
<b>A4 Asset and investment purchases, (see table)</b>					
Purchase of CCLA Income Units	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	31,021	-	-	31,021	23,042
<b>Net of receipts/(payments)</b>	3,589	-	-	3,589	11,213
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	19,506	-	-	19,506	8,293
<b>Cash funds this year end</b>	23,094	-	-	23,094	19,506



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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Bank Current Account	23,094	-	-
	Deposit Account	-	-	-
	Investment Deposit Account	-	-	-
	<b>Total cash funds</b>	<b>23,094</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s)) *uncleared cheques noted below			
		OK	OK	OK
<b>B2 Other monetary assets</b>		Unrestricted to nearest £	Restricted to nearest £	Endowment to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>		Fund to which asset belongs	Cost (optional)	Current value (optional)
	COIF Ethical Fund	Endowment	561,884	947,258
	COIF Property Fund	Endowment	100,000	120,988
	COIF Unreserved Fund	Unrestricted	60,000	100,416
	Tilney Managed Shares	Endowment	-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>		Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
<i>Sue Rigby</i>	Sue Rigby - Chair	16.2.22
<i>Richard Verrill</i>	Richard Verrill - Deputy Chair	18/2/22



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
Fred Pendlebury Trust Legacy

**On accounts for the year  
ended**

31<sup>st</sup>. October 2021

**Charity no  
(if any)**

242863

**Set out on pages**

Eight and Nine

*(remember to include the page numbers of additional sheets)*

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31<sup>st</sup>. October 2021'

**Responsibilities and  
basis of report**

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

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

**Independent  
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

*\* Please delete the words in the brackets if they do not apply.*

**Signed:**

*Alan A Clements*

**Date:**

*24/02/2022*

**Name:**

Rev'd A. A. Clements

**Relevant professional  
qualification(s) or body  
(if any):**

Fellow of the Association of Charity Independent Examiners.

**Address:**

15 Carleton Road, Great Knowley, Chorley PR6 8TQ