

NORFOLK CONSTABULARY BENEVOLENT FUND

England & Wales · Charity number 257462

Details

Other names THE NORFOLK JOINT POLICE BENEVOLENT FUND

Status Registered

Legal form Other

Registered 1968-12-18

Register [View on the Charity Commission register](#)

Contact

Address Norfolk Constabulary
Jubilee House
Falconers Chase
Wymondham
NR18 0WW

Phone 08454564567

Email benevolentfund@norfolk.police.uk

Activities

Objects: TO ASSIST IN NEEDY CASES MEMBERS, FORMER MEMBERS, THEIR WIDOWS, ORPHANS OR DEPENDANTS.

Activities: The Norfolk Constabulary Benevolent Fund was established to assist in needy cases of members, former members, their widows, orphans or dependants. It does this by paying grants and interest free loans where necessary and by the provision of holiday homes for rest and recuperation and for respite or convalescence.

Classification

- **How:** Makes Grants To Individuals, Provides Buildings/facilities/open Space
- **What:** General Charitable Purposes
- **Who:** Other Defined Groups

Geography

- Area of benefit: NORFOLK
- Norfolk

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£56,883	£39,117	-	-
2023-12-31	£46,233	£41,614	-	-
2022-12-31	£44,698	£50,109	-	-
2021-12-31	£41,431	£41,614	-	-
2020-12-31	£33,079	£34,560	-	-

Trustees

Name	Role	Appointed
David Buckley	Chair	2025-11-08
Debbie Johnston		2016-06-29
Edward Watson		2016-01-01
Holly Marie Ireson		2014-07-23
Ian Hicks		2016-07-01
Joanna Higgins		2021-07-14
Joanne Johnston		2025-07-01
John Wright		2019-07-15
Leah Dennis		2021-07-14
Mark Shepherd		2022-07-08
Paul Roach		2021-07-14
Richard Bray		2021-07-14
Richard Jeffrey		2016-06-29
SIMON COOPER		2011-07-27
Stacey Murray		2016-06-29
Taylor Hammond		2025-05-23
Teilo Pearce		2021-07-14

NORFOLK CONSTABULARY BENEVOLENT FUND

England & Wales - Charity number 257462

Accounts

CHARITY REGISTRATION NUMBER: 257462

Norfolk Constabulary Benevolent Fund

Unaudited financial statements

31 December 2024

Norfolk Constabulary Benevolent Fund

Financial statements

Year ended 31 December 2024

	Page
Trustees annual report	1 – 4
Receipts and Payments Account	5
Statement of Assets and Liabilities	6
Independent Examiner's Report	7

Norfolk Constabulary Benevolent Fund

Trustees' annual report

Year ended 31 December 2024

The trustees are pleased to present their report, together with the financial statements for the year ended 31 December 2024.

Reference and administration details

Registered charity name	Norfolk Constabulary Benevolent Fund
Charity registration number	257462
Principal office	Norfolk Constabulary Jubilee House Falconers Chase Wymondham, NR18 0WW

The trustees

The trustees who served during the year and at the date of approval were as follows:

Executive committee	N Davison	(Chair)
	J Broome	(Vice Chair)
	L Bishop	(Treasurer, appointed July 2024, resigned February 2025)
	T Hammond	(Treasurer, appointed March 2025)
	H Ireson	(Secretary)
	J Wright	(Deputy Secretary)
	J Brown	(Former Treasurer, resigned July 2024)

Committee

R Bray
S Cooper
D Cormican
L Dennis
A Edge
K Gillies
I Hicks
J Higgins
R Jeffrey
D Johnson
S Murray
T Pearce
P Roach
M Shepherd
J Squires
E Watson
P Wheatley
M Askham (Resigned January 2024)
S Rose (Retired June 2024)
S Schücroft (Retired June 2024)
J Silom (Resigned June 2024)

National Association Retired Police Officers
(NARPO) representative

P Bassham (Appointed June 2024)
M Scott (Appointed April 2024)
M Cox (Retired February 2024)

Norfolk Constabulary Benevolent Fund

Trustees' annual report (*continued*)

Year ended 31 December 2024

Bankers

Barclays Bank Plc
Leicester
Leicestershire, LE87 2BB

Independent examiner

A Robinson FCA
Lovewell Blake LLP
First Floor Suite
Unit 2 Hillside Business Park
Bury St Edmunds, IP32 7EA

Objectives and activities

The Norfolk Constabulary Benevolent Fund was established to assist in needy cases of members, former members, their widows, orphans or dependants. It carries out these objectives by paying grants and providing crisis loans where necessary as well as the provision of holiday homes for subsidised holidays and for respite or convalescence. Membership of the fund is open to all serving officers of Norfolk Constabulary.

The fund assists members, former members, their widows, orphans and dependants in times of hardship. The fund aims to help current members in need to return more quickly to perform their duties to the public.

Public benefit

In shaping our objectives for the year and planning our activities, the Trustees have considered the Charity Commissions guidance on public benefit when setting the objectives for the year.

The Trustees confirm that they have complied with the duty in section 4 of the Charities Act 2011.

Achievements and performance

The fund generates the majority of its income from monthly contributions made by officers in the Norfolk force. Other income is derived from donations and collection boxes at each of the stations.

Investment income is earned from balances held in the fund's bank accounts, Charifund Units held with M & G Securities Limited, and investments in COIF Charities Funds.

The fund owns and operates two mobile homes at Kelling Heath. One mobile home is used to provide free respite accommodation for members in need and was used by respite cases during the year. The second is let to members for short breaks to generate income to help finance the running costs of both mobile homes. The fees charged are reviewed annually. The running costs are reviewed regularly and the future of the mobile homes continues to be reviewed.

During the year 16 (2023: 15) applications for financial assistance were received of which 8 (2023: 6) were approved in this year. Of these 8 grants, 4 turned into a crisis loan. £8,090 (2023: £10,919) was paid in grants and donations to members and former members or their dependants. Trustee representation across the county is constantly monitored to be able to identify new cases of need.

During the year the trustees have followed the policy that a quorum shall be entitled to make a Grant not exceeding 5% of the total investment and cash assets of the fund, as published in the Annual report.

Norfolk Constabulary Benevolent Fund

Trustees' annual report (*continued*)

Year ended 31 December 2024

Structure, governance and management

The fund was established under rules adopted in January 1968 as amended on 17 March 1994. The property of the fund is vested in trustees and the management is through the Executive Committee. The fund is now working to the revised constitution adopted in 2014.

The current trustees are shown within these financial statements including those who have served during the year and any appointment and resignation dates as required.

Membership is open to police officers of any rank serving Norfolk Constabulary. The Executive Committee is elected by the members.

Financial review

Income in the year ended 31 December 2024 amounted to £56,883 (2023: £46,233). Of which, holiday home rental amounted to £13,810 (2023: £12,096).

Expenditure in the year ended 31 December 2024 amounted to £39,117 (2023: £41,614).

The net receipt in the year to 31 December 2024 amounted to £17,766 (2023: net receipt of £4,619) which has increased the balance of cash funds to £96,025 (2023: £78,259) at the year-end date and remains to be carried forward. The net payment is expected and in line with the Reserves policy noted below.

Reserves policy

The charity needs reserves to generate investment income to help finance grant expenditure.

The investments are reviewed with the fund's investment advisers regularly to ensure that sufficient liquid reserves are available to meet predicted expenditure for the ensuing six months.

The charity's reserves policy is to maintain reserves at a level adequate to protect its ongoing work. This policy is reviewed annually. The charity aims to hold sufficient reserves to cover six months' running costs less purchase of assets, this equates to £19,559 (2023: £20,807). The charity's receipts and payments unrestricted cash as at 31 December 2024 is in surplus with actual reserves being £96,025 (2023: £78,259).

The trustees will look to expense excess funds over the foreseeable future and the trustees consider that the charity will continue as a going concern. There are no material uncertainties about the charity's ability to continue.

Plans for future periods

The charity plans to continue to assist members, former members, their widows, orphans or dependants over the next year and in doing so plan to pay grants and provide holiday homes for subsidised holidays and for respite or convalescence for the foreseeable future.

Norfolk Constabulary Benevolent Fund

Trustees' annual report (continued)

Year ended 31 December 2024

Related party transactions

Trustees were reimbursed amounts relating to out of pocket expenses totalling £2,384 (2023: £215) during the year. There were no other related party transactions during this or the prior period.

True and fair override

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 the Accounting and Reporting by Charities: 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 issued in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Independent examiner reappointment

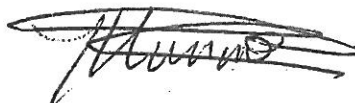
A resolution to appoint A Robinson FCA of Lovewell Blake LLP as independent examiner will be proposed at the next Annual General Meeting.

The trustees' annual report was approved on 23/05/2025 and signed on behalf of the board of trustees by:



N Davison

Chair



T Hammond

Treasurer

Norfolk Constabulary Benevolent Fund

Receipts and payments account

Year ended 31 December 2024

	£	2024 £	£	2023 £
Receipts:				
Donations, legacies and grants				
Donations and collection boxes	6,073		4,912	
Legacies	<u>—</u>		<u>—</u>	
		6,073		4,912
Interest received				
COIF deposit account	45		31	
COIF fixed interest fund	345		245	
COIF property fund	706		502	
COIF ethical fund	<u>1,047</u>		<u>744</u>	
		2,143		1,522
Dividends received		1,606		1,525
Members' subscriptions		33,251		26,178
Holiday home rental		<u>13,810</u>		<u>12,096</u>
Total receipts		<u>56,883</u>		<u>46,233</u>
Payments:				
Financial assistance		8,090		11,346
Police convalescent home out of pocket expenses		227		815
Holiday home running costs		21,207		20,265
OPCCN Administration post		7,613		7,011
Legal and professional fees		1,980		1,836
Trustee indemnity insurance		<u>—</u>		<u>341</u>
Total payments		<u>39,117</u>		<u>41,614</u>
Net receipts for the year		17,766		4,619
Cash funds at 31 December 2023		<u>78,259</u>		<u>73,640</u>
Cash funds at 31 December 2024		<u>96,025</u>		<u>78,259</u>

Norfolk Constabulary Benevolent Fund

Statement of assets and liabilities

As at 31 December 2024

	2024 Unrestricted Funds £	2023 Unrestricted Funds £		
Current assets				
Debtors	2,508	655		
Barclays current account	81,443	65,820		
COIF Charities deposit account	<u>14,582</u>	<u>12,439</u>		
Total cash funds	96,025	78,259		
Total current assets	<u>98,533</u>	<u>78,914</u>		
Investment assets				
	Valuation 2024	Valuation 2023		
M & G Charifund units	26,270	25,603		
COIF Charities Fixed Interest Fund	4,632	4,494		
COIF Charities Property Fund	5,706	5,679		
COIF Charities Ethical Fund	<u>21,999</u>	<u>21,411</u>		
Total investment assets	<u>58,607</u>	<u>57,187</u>		
Assets retained for own use				
	Cost 2024	Valuation 2024	Cost 2023	Valuation 2023
Holiday home at Kelling Heath – Plot 45	53,800	42,995	53,800	42,995
Holiday home at Kelling Heath – Plot NR20	<u>59,995</u>	<u>59,995</u>	<u>59,995</u>	<u>59,995</u>
Total assets retained for own use	<u>113,795</u>	<u>102,990</u>	<u>113,795</u>	<u>102,990</u>
Creditors and accruals				
Creditors and accruals		(2,190)		(1,980)
Total liabilities		<u>(2,190)</u>		<u>(1,980)</u>

These financial statements were approved by the trustees on...23/05/2025...and are signed on their behalf by:



N Davison

Chair



T Hammond

Treasurer

Norfolk Constabulary Benevolent Fund

Independent Examiner's report to the trustees

Year ended 31 December 2024

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2024 which are set out on the afore mentioned pages of these financial statements.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

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

Your attention is drawn to the fact that the Charity has prepared the accounts (financial statements) in accordance with Accounting and Reporting by Charities: 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 (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has since been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

A Robinson FCA
Independent examiner
Lovewell Blake LLP
First Floor Suite
Unit 2 Hillside Business Park
Bury St Edmunds
IP32 7EA

04/06/2025

NORFOLK CONSTABULARY BENEVOLENT FUND

England & Wales - Charity number 257462

Accounts

CHARITY REGISTRATION NUMBER: 257462

Norfolk Constabulary Benevolent Fund

Unaudited financial statements

31 December 2023

Norfolk Constabulary Benevolent Fund

Financial statements

Year ended 31 December 2023

	Page
Trustees annual report	1 – 4
Receipts and Payments Account	5
Statement of Assets and Liabilities	6
Independent Examiner's Report	7

Norfolk Constabulary Benevolent Fund

Trustees' annual report

Year ended 31 December 2023

The trustees are pleased to present their report, together with the financial statements for the year ended 31 December 2023.

Reference and administration details

Registered charity name	Norfolk Constabulary Benevolent Fund
Charity registration number	257462
Principal office	Norfolk Constabulary Jubilee House Falconers Chase Wymondham, NR18 0WW

The trustees

The trustees who served during the year and at the date of approval were as follows:

Executive committee	N Davison J Broome J Brown H Ireson	(Chair) (Vice Chair) (Treasurer) (Secretary)
Committee	M Askham P Bassham L Bishop R Bray S Cooper D Cormican L Dennis A Edge K Gillies I Hicks J Higgins R Jeffrey D Johnston S Lee S Murray T Pearce P Roach S Rose S Schucroft M Sheperd J Silom J Squires E Watson P Wheatley J Wright	
National Association Retired Police Officers (NARPO) representative	M Cox	
Armed Forces Charity (SSAFA) representative	D Kerr	

Norfolk Constabulary Benevolent Fund

Trustees' annual report (*continued*)

Year ended 31 December 2023

Bankers

Barclays Bank Plc
Leicester
Leicestershire, LE87 2BB

Independent examiner

L Thurston FCCA
Lovewell Blake LLP
First Floor Suite
Unit 2 Hillside Business Park
Bury St Edmunds, IP32 7EA

Objectives and activities

The Norfolk Constabulary Benevolent Fund was established to assist in needy cases of members, former members, their widows, orphans or dependants. It carries out these objectives by paying grants and providing crisis loans where necessary as well as the provision of holiday homes for subsidised holidays and for respite or convalescence. Membership of the fund is open to all serving officers of Norfolk Constabulary.

The fund assists members, former members, their widows, orphans and dependants in times of hardship. The fund aims to help current members in need to return more quickly to perform their duties to the public.

Public benefit

In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on Public Benefit including, The Public Benefit Requirement (PB1), Running a Charity (PB2) and Reporting (PB3).

Achievements and performance

The fund generates the majority of its income from monthly contributions made by officers in the Norfolk force. Other income is derived from donations and collection boxes at each of the stations.

Investment income is earned from balances held in the fund's bank accounts, Charifund Units held with M & G Securities Limited, and investments in COIF Charities Funds.

The fund owns and operates two mobile homes at Kelling Heath. One mobile home is used to provide free respite accommodation for members in need and was used by respite cases during the year. The second is let to members for short breaks to generate income to help finance the running costs of both mobile homes. The fees charged are reviewed annually. The running costs are reviewed regularly and the future of the mobile homes continues to be reviewed.

During the year 15 (2022: 18) applications for financial assistance were received of which 6 (2022: 16) were approved in this year. Of these 6 grants, 1 turned into a crisis loan. £10,919 (2022: £17,640) was paid in grants and donations to members and former members or their dependants. Trustee representation across the county is constantly monitored to be able to identify new cases of need.

During the year the trustees have followed the policy that a quorum shall be entitled to make a Grant not exceeding 5% of the total investment and cash assets of the fund, as published in the Annual report.

Norfolk Constabulary Benevolent Fund

Trustees' annual report (*continued*)

Year ended 31 December 2023

Structure, governance and management

The fund was established under rules adopted in January 1968 as amended on 17 March 1994. The property of the fund is vested in trustees and the management is through the Executive Committee. The fund is now working to the revised constitution adopted in 2014.

The current trustees are shown within these financial statements including those who have served during the year and any appointment and resignation dates as required.

Membership is open to police officers of any rank serving Norfolk Constabulary. The Executive Committee is elected by the members.

Financial review

Income in the year ended 31 December 2023 amounted to £46,233 (2022: £44,698). Of which, holiday home rental amounted to £12,096 (2022: £11,039).

Expenditure in the year ended 31 December 2023 amounted to £41,614 (2022: £50,109).

The net receipt in the year to 31 December 2023 amounted to £4,619 (2022: net payment of £5,411) which has increased the balance of unrestricted reserves to £78,259 (2022: £73,640) at the year-end date and remains to be carried forward. The net payment is expected and in line with the Reserves policy noted below.

Reserves policy

The charity needs reserves to generate investment income to help finance grant expenditure.

The investments are reviewed with the fund's investment advisers regularly to ensure that sufficient liquid reserves are available to meet predicted expenditure for the ensuing six months.

The charity's reserves policy is to maintain reserves at a level adequate to protect its ongoing work. This policy is reviewed annually. The charity aims to hold sufficient reserves to cover six months' running costs less purchase of assets, this equates to £20,807 (2022: £22,349). The charity's receipts and payments unrestricted cash as at 31 December 2023 is in surplus with actual reserves being £78,259 (2022: £73,640).

The trustees will look to expense excess funds over the foreseeable future and the trustees consider that the charity will continue as a going concern. There are no material uncertainties about the charity's ability to continue.

Plans for future periods

The charity plans to continue to assist members, former members, their widows, orphans or dependants over the next year and in doing so plan to pay grants and provide holiday homes for subsidised holidays and for respite or convalescence for the foreseeable future.

Norfolk Constabulary Benevolent Fund

Trustees' annual report (*continued*)

Year ended 31 December 2023

Related party transactions

Trustees were reimbursed amounts totally £215 (2022: £1,778) during the year. There were no other related party transactions during this or the prior period.

True and fair override

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 the Accounting and Reporting by Charities: 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 issued in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Independent examiner reappointment

A resolution to appoint L Thurston FCCA of Lovewell Blake LLP as independent examiner will be proposed at the next Annual General Meeting.

The trustees' annual report was approved on^{25/6/2024}..... and signed on behalf of the board of trustees by:

Nicholas Davison

N Davison

Chair

James Brown

J Brown

Treasurer

Norfolk Constabulary Benevolent Fund

Receipts and payments account

Year ended 31 December 2023

		2023		2022
	£	£	£	£
Receipts:				
Donations, legacies and grants				
Donations and collection boxes	4,912		4,591	
Legacies	<u>-</u>		<u>-</u>	
		4,912		4,591
Interest received				
COIF deposit account	31		24	
COIF fixed interest fund	245		184	
COIF property fund	502		376	
COIF ethical fund	<u>744</u>		<u>558</u>	
		1,522		1,142
Dividends received		1,525		1,481
Members' subscriptions		26,178		26,445
Holiday home rental		<u>12,096</u>		<u>11,039</u>
Total receipts		<u>46,233</u>		<u>44,698</u>
Payments:				
Financial assistance		11,346		21,935
Police convalescent home out of pocket expenses		815		875
Holiday home running costs		20,265		18,850
OPCCN Administration post		7,011		6,370
Legal and professional fees		1,836		1,788
Trustee indemnity insurance		<u>341</u>		<u>291</u>
Total payments		<u>41,614</u>		<u>50,109</u>
Net (payments) for the year		4,619		(5,411)
Cash funds at 31 December 2022		<u>73,640</u>		<u>79,051</u>
Cash funds at 31 December 2023		<u>78,259</u>		<u>73,640</u>

Norfolk Constabulary Benevolent Fund

Statement of assets and liabilities

As at 31 December 2023

	2023		2022	
	Unrestricted		Unrestricted	
	Funds		Funds	
	£		£	
Cash funds				
Barclays current account	65,820		62,723	
COIF Charities deposit account	<u>12,439</u>		<u>10,917</u>	
Total cash funds	<u>78,259</u>		<u>73,640</u>	
	Valuation		Valuation	
	2023		2022	
Investment assets				
M & G Charifund units	25,603		26,219	
COIF Charities Fixed Interest Fund	4,494		4,254	
COIF Charities Property Fund	5,679		6,056	
COIF Charities Ethical Fund	<u>21,411</u>		<u>19,467</u>	
Total investment assets	<u>57,187</u>		<u>55,996</u>	
	Cost	Valuation	Cost	Valuation
	2023	2023	2022	2022
Assets retained for own use				
Holiday home at Kelling Heath – Plot 45	53,800	42,995	53,800	42,995
Holiday home at Kelling Heath – Plot NR20	<u>59,995</u>	<u>59,995</u>	<u>59,995</u>	<u>59,995</u>
Total assets retained for own use	<u>113,795</u>	<u>102,990</u>	<u>113,795</u>	<u>102,990</u>
Creditors and accruals				
Creditors and accruals		<u>(1,980)</u>		<u>(1,836)</u>
Total creditors and accruals		<u>(1,980)</u>		<u>(1,836)</u>

These financial statements were approved by the trustees on.....^{25/6/2024}.....and are signed on their behalf by :

Nicholas Davison
N Davison
Chair

James Brown
J Brown
Treasurer

Norfolk Constabulary Benevolent Fund

Independent Examiner's report to the trustees

Year ended 31 December 2023

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2023 which are set out on the afore mentioned pages of these financial statements.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

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

Your attention is drawn to the fact that the Charity has prepared the accounts (financial statements) in accordance with Accounting and Reporting by Charities: 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 (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has since been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.



L Thurston FCCA
Independent examiner
Lovewell Blake LLP
First Floor Suite
Unit 2 Hillside Business Park
Bury St Edmunds
IP32 7EA

25/6/2024
.....

NORFOLK CONSTABULARY BENEVOLENT FUND

England & Wales - Charity number 257462

Accounts

BENEVOLENT FUND
TREASURER'S REPORT
AGM 3rd August 2023

1. SUMMARY

2022 has seen a moderate reduction in growth in terms of the funds overall financial picture, compared to 2021. The fund, and its associated investments have struggled within the recent financial turmoil and their value has fallen marginally. This, coupled with increases in grants paid, and additional costs of running the 2 holiday homes has resulted in the overall financial picture of the fund. However, overall, the fund continues to remain in a health financial position.

The cost of living pressures on Officer's continues to be of concern with the significant rise in interest rates and inflation and our services, whether they be in the way of grants, crisis loans or respite stays have been a vital life line to some.

In terms of overall membership figures, the fund has experienced a pleasing increase of over 100 members during the year from 932 in December 2021 to 1017 in December 2022, which is a result of the continued efforts of those delivering an input to new Student Officers.

2. Annual Independent Examination

The annual independent examination of the fund for 2022 has now been completed and the signed draft report will be returned to Lovewell Blake Chartered Accountants, following the AGM.

Note: - this is an independent examination and not an audit as agreed by the trustees and acceptable within legal charitable guidelines due to the nature of the fund and the low level of income generated.

Please see page 7 of the report by Lovewell Blake 'Basis of Independent Examiner's Statement.

The completed Report will be brought to the attention of all members and a copy placed on the Fund's shared computer drive.

3. Finances

At year end 31st December 2021 the Fund had £73,640 cash funds (£79,051 2021 year-end) and £55,996 total investment assets (£61,737 2021 year-end).

Current finances (investments and cash fund) are £129,636 (£140,788 2021)

The total cost of running both holiday homes for year end 2022 was £18,850 (2021 was £14,764).

The total receipts for 2022 are £44,698 compared to £41,431 for 2021. The increase in income compared to 2021 is due mainly to the increase received from members subscriptions, £26,445 (£23,735 in 2021) and some marginal increases in donations and income from the collection boxes.

The interest received from the Fund's investment portfolio showed a slight increase with an income for 2022 of £1,142 compared to 2021 of £1,043. The funds investment asset valuations have decreased, as detailed above from £61,737 in 2021 to £55,996 for 2022. Our investment strategy continues to be relatively cautious but also invests in ethical portfolios.

The total payments for 2022 are £50,109 which is an increase on the 2021 total of £41,614 and a further increase on the 2020 total of £34,560. Grants and donations to members have increased from £18,047 for 2021 to £21,935 for 2022.

The holiday homes generated income of £11,039, which was a slight decrease on the previous year of £12,150. Comparing the income from the caravans to the expenditure shows an operational loss this year of £7,811 compared to a loss in 2021 of £2,614. These figures do not take account of any depreciation in the value of the caravans. The main purpose of both homes is for respite breaks for members and any increase in stays of this type will obviously reduce the availability for rental income. It is suggested that the future of the caravans will have to be considered in the longer term if the increases in operational losses continue.

4. Other Issues

- A. Annual Charity Commission return due by October – this will be completed on time.
- B. Trustees to consider any increase to the subscription rate.
- C. Trustees to consider any increase in the holiday home rental rate.

- D. Based on the agreed formula for the maximum Grant not exceeding 5% of the total investment and cash assets for the fund, as published in the annual report, this will equate to **£6,482** (£7,039 2021) for the forthcoming year.

Detective Chief Inspector James Brown

Treasurer

CHARITY REGISTRATION NUMBER: 257462

Norfolk Constabulary Benevolent Fund

Unaudited financial statements

31 December 2022

Norfolk Constabulary Benevolent Fund

Financial statements

Year ended 31 December 2022

	Page
Trustees annual report	1 – 4
Receipts and Payments Account	5
Statement of Assets and Liabilities	6
Independent Examiner's Report	7

Norfolk Constabulary Benevolent Fund

Trustees' annual report

Year ended 31 December 2022

The trustees are pleased to present their report, together with the financial statements for the year ended 31 December 2022.

Reference and administration details

Registered charity name	Norfolk Constabulary Benevolent Fund
Charity registration number	257462
Principal office	Norfolk Constabulary Jubilee House Falconers Chase Wymondham, NR18 0WW

The trustees

The trustees who served during the year and at the date of approval were as follows:

Executive committee	N Davison (Chair) J Broome (Vice Chair) J Brown (Treasurer) H Ireson (Secretary)
Committee	M Askham P Bassham L Bishop R Bray S Cooper D Cormican L Dennis A Edge K Gillies I Hicks J Higgins R Jeffrey D Johnston J Johnston S Lee S Murray T Pearce P Roach S Rose S Schucroft M Sheperd (Appointed 8 July 2022) J Silom J Squires E Watson P Wheatley J Wright
National Association Retired Police Officers (NARPO) representative	M Cox
Armed Forces Charity (SSAFA) representative	D Kerr

Norfolk Constabulary Benevolent Fund

Trustees' annual report (*continued*)

Year ended 31 December 2022

Bankers	Barclays Bank Plc Leicester Leicestershire, LE87 2BB
Independent examiner	L Thurston FCCA Lovewell Blake LLP First Floor Suite Unit 2 Hillside Business Park Bury St Edmunds, IP32 7EA

Objectives and activities

The Norfolk Constabulary Benevolent Fund was established to assist in needy cases of members, former members, their widows, orphans or dependants. It carries out these objectives by paying grants and providing crisis loans where necessary as well as the provision of holiday homes for subsidised holidays and for respite or convalescence. Membership of the fund is open to all serving officers of Norfolk Constabulary.

The fund assists members, former members, their widows, orphans and dependants in times of hardship. The fund aims to help current members in need to return more quickly to perform their duties to the public.

Public benefit

The trustees have considered the Charity Commission's guidance on public benefit. They confirm that in planning and carrying out the charity's activities they have had regard to this guidance.

Achievements and performance

The fund generates the majority of its income from monthly contributions made by officers in the Norfolk force. Other income is derived from donations and collection boxes at each of the stations.

Investment income is earned from balances held in the fund's bank accounts, Charifund Units held with M & G Securities Limited, and investments in COIF Charities Funds.

The fund owns and operates two mobile homes at Kelling Heath. One mobile home is used to provide free respite accommodation for members in need and was used by respite cases during the year. The second is let to members for short breaks to generate income to help finance the running costs of both mobile homes. The fees charged are reviewed annually. The running costs are reviewed regularly and the future of the mobile homes continues to be reviewed.

During the year 18 (2021: 16) applications for financial assistance were received of which 16 (2021: 14) were approved in this year and one shortly after the year end and £17,640 (2021: £13,767) was paid in grants and donations to members and former members or their dependants. Trustee representation across the county is constantly monitored to be able to identify new cases of need.

During the year the trustees have followed the policy that a quorum shall be entitled to make a Grant not exceeding 5% of the total investment and cash assets of the fund, as published in the Annual report.

Norfolk Constabulary Benevolent Fund

Trustees' annual report (*continued*)

Year ended 31 December 2022

Structure, governance and management

The fund was established under rules adopted in January 1968 as amended on 17 March 1994. The property of the fund is vested in trustees and the management is through the Executive Committee. The fund is now working to the revised constitution adopted in 2014.

The current trustees are shown within these financial statements including those who have served during the year and any appointment and resignation dates as required.

Membership is open to police officers of any rank serving Norfolk Constabulary. The Executive Committee is elected by the members.

Financial review

Membership numbers have increased during the year and subscription rates have remained the same. Investments are considered by the committee and continue to perform satisfactorily in the current difficult economic climate.

Income in the year ended 31 December 2022 amounted to £44,698 (2021: £41,431). Holiday home rental amounted to £11,039 (2021: £12,150).

Expenditure in the year ended 31 December 2022 amounted to £50,109 (2021: £41,614).

The net payment in the year to 31 December 2022 amounted to £5,411 (2021: £183) which has decreased the balance of unrestricted reserves to £73,640 (2021: £79,051) at the year end date and remains to be carried forward. The net payment is expected and in line with the Reserves policy noted below.

Reserves policy

The charity needs reserves to generate investment income to help finance grant expenditure.

The investments are reviewed with the fund's investment advisers regularly to ensure that sufficient liquid reserves are available to meet predicted expenditure for the ensuing six months.

The charity's reserves policy is to maintain reserves at a level adequate to protect its ongoing work. This policy is reviewed annually. The charity aims to hold sufficient reserves to cover six months' running costs less purchase of assets, this equates to £22,349 (2021: £20,807). The charity's receipts and payments unrestricted cash as at 31 December 2022 is in surplus with actual reserves being £73,640 (2021: £79,051).

The trustees will look to expense excess funds over the foreseeable future and the trustees consider that the charity will continue as a going concern. There are no material uncertainties about the charity's ability to continue.

Plans for future periods

The charity plans to continue to assist members, former members, their widows, orphans or dependants over the next year and in doing so plan to pay grants and provide holiday homes for subsidised holidays and for respite or convalescence for the foreseeable future.

Norfolk Constabulary Benevolent Fund

Trustees' annual report (*continued*)

Year ended 31 December 2022

Related party transactions

Trustees were reimbursed amounts totally £1,778 (2021: £293) during the year. There were no other related party transactions during this or the prior period.

Independent examiner reappointment

A resolution to appoint L Thurston FCCA of Lovewell Blake LLP as independent examiner will be proposed at the next Annual General Meeting.

The trustees' annual report was approved on17/05/2023..... and signed on behalf of the board of trustees by:



N Davison
Chair



J Brown
Treasurer

Norfolk Constabulary Benevolent Fund

Receipts and payments account

Year ended 31 December 2022

	£	2022 £	£	2021 £
Receipts:				
Donations, legacies and grants				
Donations and collection boxes	4,591		3,183	
Legacies	<u>-</u>		<u>-</u>	
		4,591		3,183
Interest received				
COIF deposit account	24		21	
COIF fixed interest fund	184		168	
COIF property fund	376		344	
COIF ethical fund	<u>558</u>		<u>510</u>	
		1,142		1,043
Dividends received		1,481		1,320
Members' subscriptions		26,445		23,735
Holiday home rental		<u>11,039</u>		<u>12,150</u>
Total receipts		<u>44,698</u>		<u>41,431</u>
Payments:				
Financial assistance		21,935		18,047
Police convalescent home out of pocket expenses		875		293
Holiday home running costs		18,850		14,764
OPCCN Administration post		6,370		6,302
Legal and professional fees		1,788		1,626
Trustee indemnity insurance		<u>291</u>		<u>582</u>
Total payments		<u>50,109</u>		<u>41,614</u>
Net (payments) for the year		(5,411)		(183)
Cash funds at 31 December 2021		<u>79,051</u>		<u>79,234</u>
Cash funds at 31 December 2022		<u>73,640</u>		<u>79,051</u>

Norfolk Constabulary Benevolent Fund

Statement of assets and liabilities

As at 31 December 2022

	2022 Unrestricted Funds £	2021 Unrestricted Funds £
Cash funds		
Barclays current account	62,723	69,276
COIF Charities deposit account	<u>10,917</u>	<u>9,775</u>
Total cash funds	<u>73,640</u>	<u>79,051</u>

	Valuation 2022	Valuation 2021
Investment assets		
M & G Charifund units	26,219	27,765
COIF Charities Fixed Interest Fund	4,254	4,870
COIF Charities Property Fund	6,056	6,875
COIF Charities Ethical Fund	<u>19,467</u>	<u>22,227</u>
Total investment assets	<u>55,996</u>	<u>61,737</u>

	Cost 2022	Valuation 2022	Cost 2021	Valuation 2021
Assets retained for own use				
Holiday home at Kelling Heath – Plot 45	53,800	42,995	53,800	41,500
Holiday home at Kelling Heath – Plot NR20	<u>59,995</u>	<u>59,995</u>	<u>59,995</u>	<u>65,000</u>
Total assets retained for own use	<u>113,795</u>	<u>102,990</u>	<u>113,795</u>	<u>106,500</u>

Creditors and accruals		
Creditors and accruals	<u>(1,836)</u>	<u>(1,698)</u>
Total creditors and accruals	<u>(1,836)</u>	<u>(1,698)</u>

These financial statements were approved by the trustees on 17/05/23 and are signed on their behalf by :



N Davison

Chair



J Brown

Treasurer

Norfolk Constabulary Benevolent Fund

Independent Examiner's report to the trustees

Year ended 31 December 2022

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2022 which are set out on the afore mentioned pages of these financial statements.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

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



L Thurston FCCA
Independent examiner
Lovewell Blake LLP
First Floor Suite
Unit 2 Hillside Business Park
Bury St Edmunds
IP32 7EA

24 May 2023
.....

CHARITY REGISTRATION NUMBER: 257462

Norfolk Constabulary Benevolent Fund

Unaudited financial statements

31 December 2022

Norfolk Constabulary Benevolent Fund

Financial statements

Year ended 31 December 2022

	Page
Trustees annual report	1 – 4
Receipts and Payments Account	5
Statement of Assets and Liabilities	6
Independent Examiner's Report	7

Norfolk Constabulary Benevolent Fund

Trustees' annual report

Year ended 31 December 2022

The trustees are pleased to present their report, together with the financial statements for the year ended 31 December 2022.

Reference and administration details

Registered charity name	Norfolk Constabulary Benevolent Fund
Charity registration number	257462
Principal office	Norfolk Constabulary Jubilee House Falconers Chase Wymondham, NR18 0WW

The trustees

The trustees who served during the year and at the date of approval were as follows:

Executive committee	N Davison (Chair) J Broome (Vice Chair) J Brown (Treasurer) H Ireson (Secretary)
Committee	M Askham P Bassham L Bishop R Bray S Cooper D Cormican L Dennis A Edge K Gillies I Hicks J Higgins R Jeffrey D Johnston J Johnston S Lee S Murray T Pearce P Roach S Rose S Schucroft M Sheperd (Appointed 8 July 2022) J Silom J Squires E Watson P Wheatley J Wright
National Association Retired Police Officers (NARPO) representative	M Cox
Armed Forces Charity (SSAFA) representative	D Kerr

Norfolk Constabulary Benevolent Fund

Trustees' annual report (*continued*)

Year ended 31 December 2022

Bankers

Barclays Bank Plc
Leicester
Leicestershire, LE87 2BB

Independent examiner

L Thurston FCCA
Lovewell Blake LLP
First Floor Suite
Unit 2 Hillside Business Park
Bury St Edmunds, IP32 7EA

Objectives and activities

The Norfolk Constabulary Benevolent Fund was established to assist in needy cases of members, former members, their widows, orphans or dependants. It carries out these objectives by paying grants and providing crisis loans where necessary as well as the provision of holiday homes for subsidised holidays and for respite or convalescence. Membership of the fund is open to all serving officers of Norfolk Constabulary.

The fund assists members, former members, their widows, orphans and dependants in times of hardship. The fund aims to help current members in need to return more quickly to perform their duties to the public.

Public benefit

The trustees have considered the Charity Commission's guidance on public benefit. They confirm that in planning and carrying out the charity's activities they have had regard to this guidance.

Achievements and performance

The fund generates the majority of its income from monthly contributions made by officers in the Norfolk force. Other income is derived from donations and collection boxes at each of the stations.

Investment income is earned from balances held in the fund's bank accounts, Charifund Units held with M & G Securities Limited, and investments in COIF Charities Funds.

The fund owns and operates two mobile homes at Kelling Heath. One mobile home is used to provide free respite accommodation for members in need and was used by respite cases during the year. The second is let to members for short breaks to generate income to help finance the running costs of both mobile homes. The fees charged are reviewed annually. The running costs are reviewed regularly and the future of the mobile homes continues to be reviewed.

During the year 18 (2021: 16) applications for financial assistance were received of which 16 (2021: 14) were approved in this year and one shortly after the year end and £17,640 (2021: £13,767) was paid in grants and donations to members and former members or their dependants. Trustee representation across the county is constantly monitored to be able to identify new cases of need.

During the year the trustees have followed the policy that a quorum shall be entitled to make a Grant not exceeding 5% of the total investment and cash assets of the fund, as published in the Annual report.

Norfolk Constabulary Benevolent Fund

Trustees' annual report (*continued*)

Year ended 31 December 2022

Structure, governance and management

The fund was established under rules adopted in January 1968 as amended on 17 March 1994. The property of the fund is vested in trustees and the management is through the Executive Committee. The fund is now working to the revised constitution adopted in 2014.

The current trustees are shown within these financial statements including those who have served during the year and any appointment and resignation dates as required.

Membership is open to police officers of any rank serving Norfolk Constabulary. The Executive Committee is elected by the members.

Financial review

Membership numbers have increased during the year and subscription rates have remained the same. Investments are considered by the committee and continue to perform satisfactorily in the current difficult economic climate.

Income in the year ended 31 December 2022 amounted to £44,698 (2021: £41,431). Holiday home rental amounted to £11,039 (2021: £12,150).

Expenditure in the year ended 31 December 2022 amounted to £50,109 (2021: £41,614).

The net payment in the year to 31 December 2022 amounted to £5,411 (2021: £183) which has decreased the balance of unrestricted reserves to £73,640 (2021: £79,051) at the year end date and remains to be carried forward. The net payment is expected and in line with the Reserves policy noted below.

Reserves policy

The charity needs reserves to generate investment income to help finance grant expenditure.

The investments are reviewed with the fund's investment advisers regularly to ensure that sufficient liquid reserves are available to meet predicted expenditure for the ensuing six months.

The charity's reserves policy is to maintain reserves at a level adequate to protect its ongoing work. This policy is reviewed annually. The charity aims to hold sufficient reserves to cover six months' running costs less purchase of assets, this equates to £22,349 (2021: £20,807). The charity's receipts and payments unrestricted cash as at 31 December 2022 is in surplus with actual reserves being £73,640 (2021: £79,051).

The trustees will look to expense excess funds over the foreseeable future and the trustees consider that the charity will continue as a going concern. There are no material uncertainties about the charity's ability to continue.

Plans for future periods

The charity plans to continue to assist members, former members, their widows, orphans or dependants over the next year and in doing so plan to pay grants and provide holiday homes for subsidised holidays and for respite or convalescence for the foreseeable future.

Norfolk Constabulary Benevolent Fund

Trustees' annual report (*continued*)

Year ended 31 December 2022

Related party transactions

Trustees were reimbursed amounts totally £1,778 (2021: £293) during the year. There were no other related party transactions during this or the prior period.

Independent examiner reappointment

A resolution to appoint L Thurston FCCA of Lovewell Blake LLP as independent examiner will be proposed at the next Annual General Meeting.

The trustees' annual report was approved on17/05/2023..... and signed on behalf of the board of trustees by:



N Davison
Chair



J Brown
Treasurer

Norfolk Constabulary Benevolent Fund

Receipts and payments account

Year ended 31 December 2022

	£	2022 £	£	2021 £
Receipts:				
Donations, legacies and grants				
Donations and collection boxes	4,591		3,183	
Legacies	<u>-</u>		<u>-</u>	
		4,591		3,183
Interest received				
COIF deposit account	24		21	
COIF fixed interest fund	184		168	
COIF property fund	376		344	
COIF ethical fund	<u>558</u>		<u>510</u>	
		1,142		1,043
Dividends received		1,481		1,320
Members' subscriptions		26,445		23,735
Holiday home rental		<u>11,039</u>		<u>12,150</u>
Total receipts		<u>44,698</u>		<u>41,431</u>
Payments:				
Financial assistance		21,935		18,047
Police convalescent home out of pocket expenses		875		293
Holiday home running costs		18,850		14,764
OPCCN Administration post		6,370		6,302
Legal and professional fees		1,788		1,626
Trustee indemnity insurance		<u>291</u>		<u>582</u>
Total payments		<u>50,109</u>		<u>41,614</u>
Net (payments) for the year		(5,411)		(183)
Cash funds at 31 December 2021		<u>79,051</u>		<u>79,234</u>
Cash funds at 31 December 2022		<u>73,640</u>		<u>79,051</u>

Norfolk Constabulary Benevolent Fund

Statement of assets and liabilities

As at 31 December 2022

	2022 Unrestricted Funds £	2021 Unrestricted Funds £
Cash funds		
Barclays current account	62,723	69,276
COIF Charities deposit account	<u>10,917</u>	<u>9,775</u>
Total cash funds	<u>73,640</u>	<u>79,051</u>

	Valuation 2022	Valuation 2021
Investment assets		
M & G Charifund units	26,219	27,765
COIF Charities Fixed Interest Fund	4,254	4,870
COIF Charities Property Fund	6,056	6,875
COIF Charities Ethical Fund	<u>19,467</u>	<u>22,227</u>
Total investment assets	<u>55,996</u>	<u>61,737</u>

	Cost 2022	Valuation 2022	Cost 2021	Valuation 2021
Assets retained for own use				
Holiday home at Kelling Heath – Plot 45	53,800	42,995	53,800	41,500
Holiday home at Kelling Heath – Plot NR20	<u>59,995</u>	<u>59,995</u>	<u>59,995</u>	<u>65,000</u>
Total assets retained for own use	<u>113,795</u>	<u>102,990</u>	<u>113,795</u>	<u>106,500</u>

Creditors and accruals		
Creditors and accruals	<u>(1,836)</u>	<u>(1,698)</u>
Total creditors and accruals	<u>(1,836)</u>	<u>(1,698)</u>

These financial statements were approved by the trustees on 17/05/23 and are signed on their behalf by :



N Davison

Chair



J Brown

Treasurer

Norfolk Constabulary Benevolent Fund

Independent Examiner's report to the trustees

Year ended 31 December 2022

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2022 which are set out on the afore mentioned pages of these financial statements.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

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



L Thurston FCCA
Independent examiner
Lovewell Blake LLP
First Floor Suite
Unit 2 Hillside Business Park
Bury St Edmunds
IP32 7EA

24 May 2023
.....

NORFOLK CONSTABULARY BENEVOLENT FUND

England & Wales - Charity number 257462

Accounts

BENEVOLENT FUND
TREASURER'S REPORT
AGM 8th July 2022

1. SUMMARY

2021 has seen some very moderate growth in terms of the funds overall financial picture, compared to 2020. The fund, and its associated investments have had to operate within the unprecedented environment of the Covid pandemic, and more recently with global political uncertainty, so the current picture is to be expected, and the future performance, particularly from investments is unknown.

The cost of living pressures on Officer's continues to be of concern and our services, whether they be in the way of grants, crisis loans or respite stays have been a vital life line to some.

In terms of overall membership figures, the fund has experienced a pleasing increase of over 100 members during the year from 828 in December 2020 to 932 in December 2021, which is a result of the continued efforts of those delivering an input to new Student Officers.

2. Annual Independent Examination

The annual independent examination of the fund for 2021 has now been completed and the signed draft report will be returned to Lovewell Blake Chartered Accountants, following the AGM.

Note: - this is an independent examination and not an audit as agreed by the trustees and acceptable within legal charitable guidelines due to the nature of the fund and the low level of income generated.

Please see page 7 of the report by Lovewell Blake 'Basis of Independent Examiner's Statement.

The completed Report will be brought to the attention of all members and a copy placed on the Fund's shared computer drive.

3. Finances

At year end 31st December 2021 the Fund had £79,051 cash funds (£79,234 2020 year-end) and £61,737 total investment assets (£55,307 2020 year-end).

Current finances (investments and cash fund) are £140,788 (£134,541 2020)

The total cost of running both holiday homes for year end 2021 was £14,764 (2020 was £15,318).

The total receipts for 2021 are £41,431 compared to £33,079 for 2020. The increase in income compared to 2020 is due mainly to the increase received from members subscriptions, £23,735 (£22,206 in 2020) and the income from the rental of the Kelling Heath caravans, after the lockdown was eased, £12,150 (£6,260 in 2020).

The interest received from the Fund's investment portfolio showed a further slight reduction with an income for 2021 of £1,043 compared to 2020 of £1,078. The funds investment asset valuations have increased, as detailed above from £55,307 to £61,737. Our investment strategy continues to be relatively cautious but also invests in ethical portfolios.

The total payments for 2021 are £41,614 which is an increase on the 2020 total of £34,560. Grants and donations to members have increased from £10,771 for 2020 to £13,767.

As detailed above, the holiday homes generated income of £12,150, which was an increase on the previous year of £6,260. Comparing the income from the caravans to the expenditure shows an operational loss this year of £2,614 compared to a loss in 2020 of £9,058. These figures do not take account of any depreciation in the value of the caravans. The main purpose of both homes is for respite breaks for members and any increase in stays of this type will obviously reduce the availability for rental income. During 2021 there were 24 respite cases, the same number as in 2020, 2019 and 2018.

4. Other Issues

- A. Annual Charity Commission return due by October – this will be completed on time.
- B. Trustees to consider any increase to the subscription rate.
- C. Trustees to consider any increase in the holiday home rental rate.

- D. Based on the agreed formula for the maximum Grant not exceeding 5% of the total investment and cash assets for the fund, as published in the annual report, this will equate to **£7,039** for the forthcoming year.

Detective Chief Inspector James Brown

Treasurer

CHARITY REGISTRATION NUMBER: 257462

Norfolk Constabulary Benevolent Fund

Unaudited financial statements

31 December 2021

Norfolk Constabulary Benevolent Fund

Financial statements

Year ended 31 December 2021

	Page
Trustees annual report	1 – 4
Receipts and Payments Account	5
Statement of Assets and Liabilities	6
Independent Examiner's Report	7

Norfolk Constabulary Benevolent Fund

Trustees' annual report

Year ended 31 December 2021

The trustees are pleased to present their report, together with the financial statements for the year ended 31 December 2021.

Reference and administration details

Registered charity name	Norfolk Constabulary Benevolent Fund
Charity registration number	257462
Principal office	Norfolk Constabulary Jubilee House Falconers Chase Wymondham, NR18 0WW

The trustees

The trustees who served during the year and at the date of approval were as follows:

Executive committee	N Davison (Chair) J Broome (Vice Chair) J Brown (Treasurer) H Ireson (Secretary)
Committee	M Askham P Bassham L Bishop R Bray (Appointed 14 July 2021) S Cooper D Cormican (Appointed 14 July 2021) L Dennis (Appointed 14 July 2021) A Edge (Appointed 14 July 2021) T Fuller (Retired 30 June 2021) K Gillies (Appointed 14 July 2021) I Hicks J Higgins (Appointed 14 July 2021) R Jeffrey D Johnston J Johnston (Appointed 14 July 2021) S Lee (Appointed 14 July 2021) S Murray N Payne (Resigned 14 July 2021) T Pearce (Appointed 14 July 2021) P Roach (Appointed 14 July 2021) S Rose (Appointed 14 July 2021) M Roxby (Retired 31 December 2021) S Schucroft J Silom (Appointed 14 July 2021) J Squires E Watson P Wheatley J Wright
National Association Retired Police Officers (NARPO) representative	M Cox
Armed Forces Charity (SSAFA) representative	D Kerr

Norfolk Constabulary Benevolent Fund

Trustees' annual report (*continued*)

Year ended 31 December 2021

Bankers	Barclays Bank Plc Leicester Leicestershire, LE87 2BB
Independent examiner	L Thurston FCCA Lovewell Blake LLP First Floor Suite Unit 2 Hillside Business Park Bury St Edmunds, IP32 7EA

Objectives and activities

The Norfolk Constabulary Benevolent Fund was established to assist in needy cases of members, former members, their widows, orphans or dependants. It carries out these objectives by paying grants and providing crisis loans where necessary as well as the provision of holiday homes for subsidised holidays and for respite or convalescence. Membership of the fund is open to all serving officers of Norfolk Constabulary.

The fund assists members, former members, their widows, orphans and dependants in times of hardship. The fund aims to help current members in need to return more quickly to perform their duties to the public.

Public benefit

The trustees have considered the Charity Commission's guidance on public benefit. They confirm that in planning and carrying out the charity's activities they have had regards to this guidance.

Achievements and performance

The fund generates the majority of its income from monthly contributions made by officers in the Norfolk force. Other income is derived from donations and collection boxes at each of the stations.

Investment income is earned from balances held in the fund's bank accounts, Charifund Units held with M & G Securities Limited, and investments in COIF Charities Funds.

The fund owns and operates two mobile homes at Kelling Heath. One mobile home is used to provide free respite accommodation for members in need and was used by 24 respite cases during the year. The second is let to members for short breaks to generate income to help finance the running costs of both mobile homes. The fees charged are reviewed annually. The running costs are reviewed regularly and the future of the mobile homes continues to be reviewed.

During the year 16 (2020: 15) applications for financial assistance were received of which 14 (2020: 10) were approved in this year and one shortly after the year end and £13,767 (2020: £10,772) was paid in grants and donations to members and former members or their dependants. Trustee representation across the county is constantly monitored to be able to identify new cases of need.

The impact of Covid-19 has been recognised by the trustees, noting that income from caravans has decreased in line with expectations, however the value of the investments has held as at the year end date. The pandemic has affected the charities ability to offer respite care and in light of the additional support required, the charity has introduced Crisis Loans to assist officers during this difficult period, to a maximum of £1,000 per applicant which has been warmly received.

During the year the trustees have followed the policy that a quorum shall be entitled to make a Grant not exceeding 5% of the total investment and cash assets of the fund, as published in the Annual report.

Norfolk Constabulary Benevolent Fund

Trustees' annual report (*continued*)

Year ended 31 December 2021

Structure, governance and management

The fund was established under rules adopted in January 1968 as amended on 17 March 1994. The property of the fund is vested in trustees and the management is through the Executive Committee. The fund is now working to the revised constitution adopted in 2014.

The current trustees are shown within these financial statements including those who have served during the year and any appointment and resignation dates as required.

Membership is open to police officers of any rank serving Norfolk Constabulary. The Executive Committee is elected by the members.

Financial review

Membership numbers have increased during the year and subscription rates have remained the same. Investments are considered by the committee and continue to perform satisfactorily in the current difficult economic climate.

Income in the year ended 31 December 2021 amounted to £41,431 (2020: £33,079) the increase in income is considered to be a result of holiday home rental. Holiday home rental amounted to £12,150 (2020: £6,260).

Expenditure in the year ended 31 December 2021 amounted to £41,614 (2020: £34,560).

The net payment in the year to 31 December 2021 amounted to £183 (2020: £1,481) which has decreased the balance of unrestricted reserves to £79,051 (2020: £79,234) at the year end date and remains to be carried forward.

Reserves policy

The charity needs reserves to generate investment income to help finance grant expenditure.

The investments are reviewed with the fund's investment advisers regularly to ensure that sufficient liquid reserves are available to meet predicted expenditure for the ensuing six months.

The charity's reserves policy is to maintain reserves at a level adequate to protect its ongoing work. This policy is reviewed annually. The charity aims to hold sufficient reserves to cover six months' running costs less purchase of assets, this equates to £20,807 (2020: £17,280). The charity's receipts and payments unrestricted cash as at 31 December 2021 is in surplus with actual reserves being £79,051 (2020: £79,234).

The trustees will look to expense excess funds over the foreseeable future and the trustees consider that the charity will continue as a going concern. There are no material uncertainties about the charity's ability to continue.

Plans for future periods

The charity plans to continue to assist members, former members, their widows, orphans or dependants over the next year and in doing so plan to pay grants and provide holiday homes for subsidised holidays and for respite or convalescence for the foreseeable future.

The charity has recognised the additional support requirements as a result of the Covid-19 pandemic and implemented actions and Crisis Loans that will continue for the foreseeable future.

Norfolk Constabulary Benevolent Fund

Trustees' annual report (*continued*)

Year ended 31 December 2021

Related party transactions

Trustees were reimbursed amounts totally £293 (2020: £242) during the year. There were no other related party transactions during this or the prior period.

Independent examiner reappointment

A resolution to appoint L Thurston FCCA of Lovewell Blake LLP as independent examiner will be proposed at the next Annual General Meeting.

The trustees' annual report was approved on^{27/05/22}..... and signed on behalf of the board of trustees by:



N Davison

Chair

J Brown

Treasurer



Norfolk Constabulary Benevolent Fund

Receipts and payments account

Year ended 31 December 2021

	£	2021 £	£	2020 £
Receipts:				
Donations, legacies and grants				
Donations and collection boxes	3,183		2,340	
Legacies	<u>-</u>		<u>-</u>	
		3,183		2,340
Interest received				
COIF deposit account	21		22	
COIF fixed interest fund	168		174	
COIF property fund	344		355	
COIF ethical fund	<u>510</u>		<u>527</u>	
		1,043		1,078
Dividends received		1,320		1,195
Members' subscriptions		23,735		22,206
Holiday home rental		<u>12,150</u>		<u>6,260</u>
Total receipts		<u>41,431</u>		<u>33,079</u>
Payments:				
Financial assistance		18,047		11,771
Police convalescent home out of pocket expenses		293		188
Holiday home running costs		14,764		15,318
OPCCN Administration post		6,302		5,664
Legal and professional fees		1,626		1,602
Trustee indemnity insurance		582		-
Miscellaneous		<u>-</u>		<u>17</u>
Total payments		<u>41,614</u>		<u>34,560</u>
Net (payments) for the year		(183)		(1,481)
Cash funds at 31 December 2020		<u>79,234</u>		<u>80,175</u>
Cash funds at 31 December 2021		<u>79,051</u>		<u>79,234</u>

Norfolk Constabulary Benevolent Fund

Statement of assets and liabilities

As at 31 December 2021

	2021		2020	
	Unrestricted Funds		Unrestricted Funds	
	£		£	
Cash funds				
Barclays current account	69,276		70,502	
COIF Charities deposit account	<u>9,775</u>		<u>8,732</u>	
Total cash funds	<u>79,051</u>		<u>79,234</u>	
Investment assets				
	Valuation 2021		Valuation 2020	
M & G Charifund units	27,765		24,497	
COIF Charities Fixed Interest Fund	4,870		5,210	
COIF Charities Property Fund	6,875		6,018	
COIF Charities Ethical Fund	<u>22,227</u>		<u>19,582</u>	
Total investment assets	<u>61,737</u>		<u>55,307</u>	
Assets retained for own use				
	Cost 2021	Valuation 2021	Cost 2020	Valuation 2020
Holiday home at Kelling Heath – Plot 45	53,800	41,500	53,800	36,000
Holiday home at Kelling Heath – Plot NR20	<u>59,995</u>	<u>65,000</u>	<u>59,995</u>	<u>53,000</u>
Total assets retained for own use	<u>113,795</u>	<u>106,500</u>	<u>113,795</u>	<u>89,000</u>
Creditors and accruals				
Creditors and accruals		(1,698)		(1,602)
Total creditors and accruals		<u>(1,698)</u>		<u>(1,602)</u>

These financial statements were approved by the trustees on 27/05/2022 and are signed on their behalf by :



N Davison
Chair

J Brown
Treasurer



Norfolk Constabulary Benevolent Fund

Independent Examiner's report to the trustees

Year ended 31 December 2021

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2021 which are set out on the afore mentioned pages of these financial statements.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

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



L Thurston FCCA
Independent examiner
Lovewell Blake LLP
First Floor Suite
Unit 2 Hillside Business Park
Bury St Edmunds
IP32 7EA

..... 8/6/2022

CHARITY REGISTRATION NUMBER: 257462

Norfolk Constabulary Benevolent Fund

Unaudited financial statements

31 December 2021

Norfolk Constabulary Benevolent Fund

Financial statements

Year ended 31 December 2021

	Page
Trustees annual report	1 – 4
Receipts and Payments Account	5
Statement of Assets and Liabilities	6
Independent Examiner's Report	7

Norfolk Constabulary Benevolent Fund

Trustees' annual report

Year ended 31 December 2021

The trustees are pleased to present their report, together with the financial statements for the year ended 31 December 2021.

Reference and administration details

Registered charity name	Norfolk Constabulary Benevolent Fund
Charity registration number	257462
Principal office	Norfolk Constabulary Jubilee House Falconers Chase Wymondham, NR18 0WW

The trustees

The trustees who served during the year and at the date of approval were as follows:

Executive committee	N Davison (Chair) J Broome (Vice Chair) J Brown (Treasurer) H Ireson (Secretary)
Committee	M Askham P Bassham L Bishop R Bray (Appointed 14 July 2021) S Cooper D Cormican (Appointed 14 July 2021) L Dennis (Appointed 14 July 2021) A Edge (Appointed 14 July 2021) T Fuller (Retired 30 June 2021) K Gillies (Appointed 14 July 2021) I Hicks J Higgins (Appointed 14 July 2021) R Jeffrey D Johnston J Johnston (Appointed 14 July 2021) S Lee (Appointed 14 July 2021) S Murray N Payne (Resigned 14 July 2021) T Pearce (Appointed 14 July 2021) P Roach (Appointed 14 July 2021) S Rose (Appointed 14 July 2021) M Roxby (Retired 31 December 2021) S Schucroft J Silom (Appointed 14 July 2021) J Squires E Watson P Wheatley J Wright
National Association Retired Police Officers (NARPO) representative	M Cox
Armed Forces Charity (SSAFA) representative	D Kerr

Norfolk Constabulary Benevolent Fund

Trustees' annual report (*continued*)

Year ended 31 December 2021

Bankers	Barclays Bank Plc Leicester Leicestershire, LE87 2BB
Independent examiner	L Thurston FCCA Lovewell Blake LLP First Floor Suite Unit 2 Hillside Business Park Bury St Edmunds, IP32 7EA

Objectives and activities

The Norfolk Constabulary Benevolent Fund was established to assist in needy cases of members, former members, their widows, orphans or dependants. It carries out these objectives by paying grants and providing crisis loans where necessary as well as the provision of holiday homes for subsidised holidays and for respite or convalescence. Membership of the fund is open to all serving officers of Norfolk Constabulary.

The fund assists members, former members, their widows, orphans and dependants in times of hardship. The fund aims to help current members in need to return more quickly to perform their duties to the public.

Public benefit

The trustees have considered the Charity Commission's guidance on public benefit. They confirm that in planning and carrying out the charity's activities they have had regards to this guidance.

Achievements and performance

The fund generates the majority of its income from monthly contributions made by officers in the Norfolk force. Other income is derived from donations and collection boxes at each of the stations.

Investment income is earned from balances held in the fund's bank accounts, Charifund Units held with M & G Securities Limited, and investments in COIF Charities Funds.

The fund owns and operates two mobile homes at Kelling Heath. One mobile home is used to provide free respite accommodation for members in need and was used by 24 respite cases during the year. The second is let to members for short breaks to generate income to help finance the running costs of both mobile homes. The fees charged are reviewed annually. The running costs are reviewed regularly and the future of the mobile homes continues to be reviewed.

During the year 16 (2020: 15) applications for financial assistance were received of which 14 (2020: 10) were approved in this year and one shortly after the year end and £13,767 (2020: £10,772) was paid in grants and donations to members and former members or their dependants. Trustee representation across the county is constantly monitored to be able to identify new cases of need.

The impact of Covid-19 has been recognised by the trustees, noting that income from caravans has decreased in line with expectations, however the value of the investments has held as at the year end date. The pandemic has affected the charities ability to offer respite care and in light of the additional support required, the charity has introduced Crisis Loans to assist officers during this difficult period, to a maximum of £1,000 per applicant which has been warmly received.

During the year the trustees have followed the policy that a quorum shall be entitled to make a Grant not exceeding 5% of the total investment and cash assets of the fund, as published in the Annual report.

Norfolk Constabulary Benevolent Fund

Trustees' annual report (*continued*)

Year ended 31 December 2021

Structure, governance and management

The fund was established under rules adopted in January 1968 as amended on 17 March 1994. The property of the fund is vested in trustees and the management is through the Executive Committee. The fund is now working to the revised constitution adopted in 2014.

The current trustees are shown within these financial statements including those who have served during the year and any appointment and resignation dates as required.

Membership is open to police officers of any rank serving Norfolk Constabulary. The Executive Committee is elected by the members.

Financial review

Membership numbers have increased during the year and subscription rates have remained the same. Investments are considered by the committee and continue to perform satisfactorily in the current difficult economic climate.

Income in the year ended 31 December 2021 amounted to £41,431 (2020: £33,079) the increase in income is considered to be a result of holiday home rental. Holiday home rental amounted to £12,150 (2020: £6,260).

Expenditure in the year ended 31 December 2021 amounted to £41,614 (2020: £34,560).

The net payment in the year to 31 December 2021 amounted to £183 (2020: £1,481) which has decreased the balance of unrestricted reserves to £79,051 (2020: £79,234) at the year end date and remains to be carried forward.

Reserves policy

The charity needs reserves to generate investment income to help finance grant expenditure.

The investments are reviewed with the fund's investment advisers regularly to ensure that sufficient liquid reserves are available to meet predicted expenditure for the ensuing six months.

The charity's reserves policy is to maintain reserves at a level adequate to protect its ongoing work. This policy is reviewed annually. The charity aims to hold sufficient reserves to cover six months' running costs less purchase of assets, this equates to £20,807 (2020: £17,280). The charity's receipts and payments unrestricted cash as at 31 December 2021 is in surplus with actual reserves being £79,051 (2020: £79,234).

The trustees will look to expense excess funds over the foreseeable future and the trustees consider that the charity will continue as a going concern. There are no material uncertainties about the charity's ability to continue.

Plans for future periods

The charity plans to continue to assist members, former members, their widows, orphans or dependants over the next year and in doing so plan to pay grants and provide holiday homes for subsidised holidays and for respite or convalescence for the foreseeable future.

The charity has recognised the additional support requirements as a result of the Covid-19 pandemic and implemented actions and Crisis Loans that will continue for the foreseeable future.

Norfolk Constabulary Benevolent Fund

Trustees' annual report (*continued*)

Year ended 31 December 2021

Related party transactions

Trustees were reimbursed amounts totally £293 (2020: £242) during the year. There were no other related party transactions during this or the prior period.

Independent examiner reappointment

A resolution to appoint L Thurston FCCA of Lovewell Blake LLP as independent examiner will be proposed at the next Annual General Meeting.

The trustees' annual report was approved on^{27/05/22}..... and signed on behalf of the board of trustees by:



N Davison

Chair

J Brown

Treasurer



Norfolk Constabulary Benevolent Fund

Receipts and payments account

Year ended 31 December 2021

	£	2021 £	£	2020 £
Receipts:				
Donations, legacies and grants				
Donations and collection boxes	3,183		2,340	
Legacies	<u>-</u>		<u>-</u>	
		3,183		2,340
Interest received				
COIF deposit account	21		22	
COIF fixed interest fund	168		174	
COIF property fund	344		355	
COIF ethical fund	<u>510</u>		<u>527</u>	
		1,043		1,078
Dividends received		1,320		1,195
Members' subscriptions		23,735		22,206
Holiday home rental		<u>12,150</u>		<u>6,260</u>
Total receipts		<u>41,431</u>		<u>33,079</u>
Payments:				
Financial assistance		18,047		11,771
Police convalescent home out of pocket expenses		293		188
Holiday home running costs		14,764		15,318
OPCCN Administration post		6,302		5,664
Legal and professional fees		1,626		1,602
Trustee indemnity insurance		582		-
Miscellaneous		<u>-</u>		<u>17</u>
Total payments		<u>41,614</u>		<u>34,560</u>
Net (payments) for the year		(183)		(1,481)
Cash funds at 31 December 2020		<u>79,234</u>		<u>80,175</u>
Cash funds at 31 December 2021		<u>79,051</u>		<u>79,234</u>

Norfolk Constabulary Benevolent Fund

Statement of assets and liabilities

As at 31 December 2021

	2021 Unrestricted Funds £	2020 Unrestricted Funds £
Cash funds		
Barclays current account	69,276	70,502
COIF Charities deposit account	<u>9,775</u>	<u>8,732</u>
Total cash funds	<u>79,051</u>	<u>79,234</u>

	Valuation 2021	Valuation 2020
Investment assets		
M & G Charifund units	27,765	24,497
COIF Charities Fixed Interest Fund	4,870	5,210
COIF Charities Property Fund	6,875	6,018
COIF Charities Ethical Fund	<u>22,227</u>	<u>19,582</u>
Total investment assets	<u>61,737</u>	<u>55,307</u>

	Cost 2021	Valuation 2021	Cost 2020	Valuation 2020
Assets retained for own use				
Holiday home at Kelling Heath – Plot 45	53,800	41,500	53,800	36,000
Holiday home at Kelling Heath – Plot NR20	<u>59,995</u>	<u>65,000</u>	<u>59,995</u>	<u>53,000</u>
Total assets retained for own use	<u>113,795</u>	<u>106,500</u>	<u>113,795</u>	<u>89,000</u>

Creditors and accruals

Creditors and accruals	(1,698)	(1,602)
Total creditors and accruals	<u>(1,698)</u>	<u>(1,602)</u>

These financial statements were approved by the trustees on 27/05/2022 and are signed on their behalf by :



N Davison
Chair

J Brown
Treasurer



Norfolk Constabulary Benevolent Fund

Independent Examiner's report to the trustees

Year ended 31 December 2021

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2021 which are set out on the afore mentioned pages of these financial statements.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

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



L Thurston FCCA
Independent examiner
Lovewell Blake LLP
First Floor Suite
Unit 2 Hillside Business Park
Bury St Edmunds
IP32 7EA

..... 8/6/2022

NORFOLK CONSTABULARY BENEVOLENT FUND

England & Wales - Charity number 257462

Accounts

BENEVOLENT FUND
TREASURER'S REPORT
AGM 14th July 2021

1. SUMMARY

2020 has seen a marginal deterioration in terms of the funds overall financial picture, compared to 2019. The fund, and its associated investments have had to operate within the unprecedented environment of the Covid pandemic, so the current picture is to be expected, and the future performance, particularly from investments is unknown.

Due to the potential financial impact of the pandemic on members, the Fund introduced a 'Crisis Loan' scheme during the year, which has been utilised by a small number of members.

In terms of overall membership figures, the fund has experienced a pleasing increase during the year from 774 in December 2019 to 828 in December 2020, which is a result of the continued efforts of those delivering an input to new Student Officers.

During the year, the Fund also signed up to the 'Amazon Smile' charity donation scheme, which allows customers to agree for the company to make donations to registered Charities.

2. Annual Independent Examination

The annual independent examination of the fund for 2020 has now been completed and the signed draft report will be returned to Lovewell Blake Chartered Accountants, following the AGM.

Note: - this is an independent examination and not an audit as agreed by the trustees and acceptable within legal charitable guidelines due to the nature of the fund and the low level of income generated.

Please see page 7 of the report by Lovewell Blake 'Basis of Independent Examiner's Statement.

The completed Report will be brought to the attention of all members and a copy placed on the Fund's shared computer drive.

3. Finances

At year end 31st December 2020 the Fund had £79,234 cash funds (£80,715 2019 year-end) and £55,307 total investment assets (£55,205 2019 year-end).

Current finances (investments and cash fund) are £134,541 (£135,920 2019)

The total cost of running both holiday homes for year end 2020 was £15,318 (2019 was £18,435). The reduction in running costs is due to a partial refund on the site fees, and a reduction in cleaning and gas costs due to the national lockdown.

The total receipts for 2020 are £33,079 compared to £53,727 for 2019. The decrease in income compared to 2019 is due mainly to the previous legacies received in 2019 (£14,406). Although, as stated above, the running costs for the holiday homes reduced due to the national lockdown, consequently the income reduced by just over 50% from £12,740 in 2019 to £6,260 in 2020. It is hoped that the gradual reopening in 2021 and beyond will see a return back to normal levels. The increase in membership figures has resulted in an increase in subscriptions (up from £21,449 to £22,206).

The interest received from the Fund's investment portfolio showed a further slight reduction with an income for 2020 of £1,078 compared to 2019 of £1,128 (£1,439 for 2018). The funds investment assets have increased marginally, as detailed above from £55,205 to £55,307. Our investment strategy continues to be relatively cautious but also invests in ethical portfolios.

The total payments for 2020 are £34,560 which is a slight increase on the 2019 total of £33,205. Grants and donations to members have increased from £6,754 for 2019 to £10,771 for 2020.

As detailed above, the holiday homes generated income of £6,260, which was a decrease on the previous year of £12,740. Comparing the income from the caravans to the expenditure shows an operational loss this year of £9,058 compared to a loss in 2019 of £5,635, again due to the closure of the site due to the pandemic. The main purpose of both homes is for respite breaks for members and any increase in stays of this type will obviously reduce the availability for rental income. During 2020 there were 24 respite cases, the same number as in 2019 and 2018.

4. Other Issues

- A. Annual Charity Commission return due by October – this will be completed on time.

- B. Trustees to consider any increase to the subscription rate.
- C. Trustees to consider any increase in the holiday home rental rate.
- D. Based on the agreed formula for the maximum Grant not exceeding 5% of the total investment and cash assets for the fund, as published in the annual report, this will equate to £6,727 for the forthcoming year.

Detective Inspector James Brown

Treasurer

CHARITY REGISTRATION NUMBER: 257462

Norfolk Constabulary Benevolent Fund

Unaudited financial statements

31 December 2020

Norfolk Constabulary Benevolent Fund

Financial statements

Year ended 31 December 2020

	Page
Trustees annual report	1 – 4
Receipts and Payments Account	5
Statement of Assets and Liabilities	6
Independent Examiner's Report	7

Norfolk Constabulary Benevolent Fund

Trustees' annual report (*continued*)

Year ended 31 December 2020

Objectives and activities

The Norfolk Constabulary Benevolent Fund was established to assist in needy cases of members, former members, their widows, orphans or dependants. It carries out these objectives by paying grants and providing crisis loans where necessary as well as the provision of holiday homes for subsidised holidays and for respite or convalescence. Membership of the fund is open to all serving officers of Norfolk Constabulary.

The fund assists members, former members, their widows, orphans and dependants in times of hardship. The fund aims to help current members in need to return more quickly to perform their duties to the public.

Public benefit

The trustees have considered the Charity Commission's guidance on public benefit. They confirm that in planning and carrying out the charity's activities they have had regards to this guidance.

Achievements and performance

The fund generates the majority of its income from monthly contributions made by officers in the Norfolk force. Other income is derived from donations and collection boxes at each of the stations.

Investment income is earned from balances held in the fund's bank accounts, Charifund Units held with M & G Securities Limited, and investments in COIF Charities Funds.

The fund owns and operates two mobile homes at Kelling Heath. One mobile home is used to provide free respite accommodation for members in need and was used by 24 respite cases during the year. The second is let to members for short breaks to generate income to help finance the running costs of both mobile homes. The fees charged are reviewed annually. The running costs are reviewed regularly and the future of the mobile homes continues to be reviewed.

During the year 15 (2019: 12) applications for financial assistance were received of which 10 (2019: 10) were approved in this year and one shortly after the year end and £10,772 (2019: £6,754) was paid in grants and donations to members and former members or their dependants. Trustee representation across the county is constantly monitored to be able to identify new cases of need.

The impact of Covid-19 has been recognised by the trustees, noting that income from caravans has decreased in line with expectations, however the value of the investments has held as at the year end date. The pandemic has affected the charities ability to offer respite care and in light of the additional support required, the charity has introduced Crisis Loans to assist officers during this difficult period, to a maximum of £1,000 per applicant which has been warmly received.

During the year the trustees have followed the policy that a quorum shall be entitled to make a Grant not exceeding 5% of the total investment and cash assets of the fund, as published in the Annual report.

Structure, governance and management

The fund was established under rules adopted in January 1968 as amended on 17 March 1994. The property of the fund is vested in trustees and the management is through the Executive Committee. The fund is now working to the revised constitution adopted in 2014.

The current trustees are shown within these financial statements including those who have served during the year and any appointment and resignation dates as required.

Membership is open to police officers of any rank serving Norfolk Constabulary. The Executive Committee is elected by the members.

Norfolk Constabulary Benevolent Fund

Trustees' annual report (*continued*)

Year ended 31 December 2020

Financial review

Membership numbers have increased during the year and subscription rates have remained the same. Investments are considered by the committee and continue to perform satisfactorily in the current difficult economic climate.

Income in the year ended 31 December 2020 amounted to 33,079 (2019: £53,727) the fall in income is considered to be a result of legacies received in 2019. Holiday home rental amounted to £6,260 (2019: £12,740) and fell as expected due to the impact of covid-19 on the closure of Kelling Heath.

Expenditure in the year ended 31 December 2020 amounted to £34,560 (2019: £33,205).

The net payment in the year to 31 December 2020 amounted to £1,481 (2019: net receipt of £20,522) which has decreased the balance of unrestricted reserves to £79,234 (2019: £80,715) at the year end date and remains to be carried forward.

Reserves policy

The charity needs reserves to generate investment income to help finance grant expenditure.

The investments are reviewed with the fund's investment advisers regularly to ensure that sufficient liquid reserves are available to meet predicted expenditure for the ensuing six months.

The charity's reserves policy is to maintain reserves at a level adequate to protect its ongoing work. This policy is reviewed annually. The charity aims to hold sufficient reserves to cover six months' running costs less purchase of assets, this equates to £17,280 (2019: £16,603). The charity's receipts and payments unrestricted cash as at 31 December 2020 is in surplus by £79,234 (2019: £80,715).

The trustees will look to expense excess funds held over the next 12 to 24 months. The trustees consider that the charity will continue as a going concern for the foreseeable future.

There are no material uncertainties about the charity's ability to continue.

Plans for future periods

The charity plans to continue to assist members, former members, their widows, orphans or dependants over the next year and in doing so plan to pay grants and provide holiday homes for subsidised holidays and for respite or convalescence for the foreseeable future.

The charity has recognised the additional support requirements as a result of the Covid-19 pandemic and implemented actions and Crisis Loans that will continue for the foreseeable future.

Norfolk Constabulary Benevolent Fund

Trustees' annual report (*continued*)

Year ended 31 December 2020

Related party transactions

There were no related party transactions during this or the prior period.

Independent examiner reappointment

A resolution to appoint L Thurston FCCA of Lovewell Blake LLP as independent examiner will be proposed at the next Annual General Meeting.

The trustees' annual report was approved on 10/05/21 and signed on behalf of the board of trustees by:

N Davison (Chair)



Trustee

J Brown (Hon Treasurer)



Trustee

Norfolk Constabulary Benevolent Fund

Receipts and payments account

Year ended 31 December 2020

	£	2020 £	£	2019 £
Receipts:				
Donations, legacies and grants				
Donations and collection boxes		2,340		2,523
Legacies		-		14,406
Interest received				
COIF deposit account	22		23	
COIF fixed interest fund	174		182	
COIF property fund	355		372	
COIF ethical fund	<u>527</u>		<u>551</u>	
Dividends received		1,078		1,128
Members' subscriptions		1,195		1,481
Holiday home rental		22,206		21,449
		<u>6,260</u>		<u>12,740</u>
Total receipts		<u>33,079</u>		<u>53,727</u>
Payments				
Financial assistance		10,771		6,754
Police convalescent home out of pocket expenses		188		764
Holiday home running costs		15,318		18,435
OPCCN Grant		6,664		5,273
Legal and professional fees		1,602		1,554
Trustee indemnity insurance		-		291
Miscellaneous		<u>17</u>		<u>134</u>
Total payments		<u>34,560</u>		<u>33,205</u>
Net receipts/(payments) for the year		(1,481)		20,522
Cash funds at 31 December 2019		<u>80,715</u>		<u>60,193</u>
Cash funds at 31 December 2020		<u>79,234</u>		<u>80,715</u>

Norfolk Constabulary Benevolent Fund

Statement of assets and liabilities

As at 31 December 2020

	2020 Unrestricted Funds £	2019 Unrestricted Funds £
Cash Funds		
Barclays current account	70,502	73,061
COIF Charities deposit account	<u>8,732</u>	<u>7,654</u>
Total Cash Funds	<u>79,234</u>	<u>80,715</u>
Investment Assets – Valuation at 31 December 2020		
M & G Charifund units	24,497	25,407
COIF Charities Fixed Interest Fund	5,210	5,043
COIF Charities Property Fund	6,018	6,338
COIF Charities Ethical Fund	<u>19,582</u>	<u>18,417</u>
Total Investment Assets	<u>55,307</u>	<u>55,205</u>
Assets retained for the fund's own use		
Holiday home at Kelling Heath – Plot 45 cost	51,404	51,404
Porch and decking – balance	<u>2,396</u>	<u>2,396</u>
	<u>53,800</u>	<u>53,800</u>
Valuation at 31 December 2020	<u>36,000</u>	<u>36,000</u>
Holiday home at Kelling Heath – Plot NR20 cost	<u>59,995</u>	<u>59,995</u>
Valuation at 31 December 2020	<u>53,000</u>	<u>53,000</u>
Creditors and accruals	<u>(1,602)</u>	<u>(1,554)</u>
Total Creditors and Accruals	<u>(1,602)</u>	<u>(1,554)</u>

These financial statements were approved by the trustees on 10/05/21 and are signed on their behalf by:



N Davison (Chair)

Trustee



J Brown (Hon Treasurer)

Trustee

Norfolk Constabulary Benevolent Fund

Independent Examiner's report to the trustees

Year ended 31 December 2020

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2020 which are set out on the afore mentioned pages of these financial statements.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

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



L Thurston FCCA
Independent examiner
Lovewell Blake LLP
First Floor Suite
Unit 2 Hillside Business Park
Bury St Edmunds
IP32 7EA

.....
24/5/21

CHARITY REGISTRATION NUMBER: 257462

Norfolk Constabulary Benevolent Fund

Unaudited financial statements

31 December 2020

Norfolk Constabulary Benevolent Fund

Financial statements

Year ended 31 December 2020

	Page
Trustees annual report	1 – 4
Receipts and Payments Account	5
Statement of Assets and Liabilities	6
Independent Examiner's Report	7

Norfolk Constabulary Benevolent Fund

Trustees' annual report

Year ended 31 December 2020

The trustees are pleased to present their report, together with the financial statements for the year ended 31 December 2020.

Reference and administration details

Registered charity name	Norfolk Constabulary Benevolent Fund
Charity registration number	257462
Principal office	Norfolk Constabulary Jubilee House Falconers Chase Wymondham, NR18 0WW

The trustees

The trustees who served during the year and at the date of approval were as follows:

Executive committee	N Davison (Chair) J Broome (Vice Chair) J Brown (Hon. Treasurer) H Ireson (Hon. Secretary)
Committee	M Askham P Bassham L Bishop S Cooper L Cross (Retired 31 December 2020) T Futter I Hicks R Jeffrey D Johnston S Murray N Payne M Roxby S Schucroft (Retired 22 October 2020) N Stewart J Squires E Watson P Wheatley J Wright
National Association Retired Police Officers (NARPO) representative	M Cox
Armed Forces Charity (SSAFA) representative	D Kerr
Norfolk Police Federation	S Hawkins
Bankers	Barclays Bank Plc Leicester Leicestershire, LE87 2BB
Independent examiner	L Thurston FCCA Lovewell Blake LLP First Floor Suite Unit 2 Hillside Business Park Bury St Edmunds, IP32 7EA

Norfolk Constabulary Benevolent Fund

Trustees' annual report (*continued*)

Year ended 31 December 2020

Objectives and activities

The Norfolk Constabulary Benevolent Fund was established to assist in needy cases of members, former members, their widows, orphans or dependants. It carries out these objectives by paying grants and providing crisis loans where necessary as well as the provision of holiday homes for subsidised holidays and for respite or convalescence. Membership of the fund is open to all serving officers of Norfolk Constabulary.

The fund assists members, former members, their widows, orphans and dependants in times of hardship. The fund aims to help current members in need to return more quickly to perform their duties to the public.

Public benefit

The trustees have considered the Charity Commission's guidance on public benefit. They confirm that in planning and carrying out the charity's activities they have had regards to this guidance.

Achievements and performance

The fund generates the majority of its income from monthly contributions made by officers in the Norfolk force. Other income is derived from donations and collection boxes at each of the stations.

Investment income is earned from balances held in the fund's bank accounts, Charifund Units held with M & G Securities Limited, and investments in COIF Charities Funds.

The fund owns and operates two mobile homes at Kelling Heath. One mobile home is used to provide free respite accommodation for members in need and was used by 24 respite cases during the year. The second is let to members for short breaks to generate income to help finance the running costs of both mobile homes. The fees charged are reviewed annually. The running costs are reviewed regularly and the future of the mobile homes continues to be reviewed.

During the year 15 (2019: 12) applications for financial assistance were received of which 10 (2019: 10) were approved in this year and one shortly after the year end and £10,772 (2019: £6,754) was paid in grants and donations to members and former members or their dependants. Trustee representation across the county is constantly monitored to be able to identify new cases of need.

The impact of Covid-19 has been recognised by the trustees, noting that income from caravans has decreased in line with expectations, however the value of the investments has held as at the year end date. The pandemic has affected the charities ability to offer respite care and in light of the additional support required, the charity has introduced Crisis Loans to assist officers during this difficult period, to a maximum of £1,000 per applicant which has been warmly received.

During the year the trustees have followed the policy that a quorum shall be entitled to make a Grant not exceeding 5% of the total investment and cash assets of the fund, as published in the Annual report.

Structure, governance and management

The fund was established under rules adopted in January 1968 as amended on 17 March 1994. The property of the fund is vested in trustees and the management is through the Executive Committee. The fund is now working to the revised constitution adopted in 2014.

The current trustees are shown within these financial statements including those who have served during the year and any appointment and resignation dates as required.

Membership is open to police officers of any rank serving Norfolk Constabulary. The Executive Committee is elected by the members.

Norfolk Constabulary Benevolent Fund

Trustees' annual report (*continued*)

Year ended 31 December 2020

Financial review

Membership numbers have increased during the year and subscription rates have remained the same. Investments are considered by the committee and continue to perform satisfactorily in the current difficult economic climate.

Income in the year ended 31 December 2020 amounted to 33,079 (2019: £53,727) the fall in income is considered to be a result of legacies received in 2019. Holiday home rental amounted to £6,260 (2019: £12,740) and fell as expected due to the impact of covid-19 on the closure of Kelling Heath.

Expenditure in the year ended 31 December 2020 amounted to £34,560 (2019: £33,205).

The net payment in the year to 31 December 2020 amounted to £1,481 (2019: net receipt of £20,522) which has decreased the balance of unrestricted reserves to £79,234 (2019: £80,715) at the year end date and remains to be carried forward.

Reserves policy

The charity needs reserves to generate investment income to help finance grant expenditure.

The investments are reviewed with the fund's investment advisers regularly to ensure that sufficient liquid reserves are available to meet predicted expenditure for the ensuing six months.

The charity's reserves policy is to maintain reserves at a level adequate to protect its ongoing work. This policy is reviewed annually. The charity aims to hold sufficient reserves to cover six months' running costs less purchase of assets, this equates to £17,280 (2019: £16,603). The charity's receipts and payments unrestricted cash as at 31 December 2020 is in surplus by £79,234 (2019: £80,715).

The trustees will look to expense excess funds held over the next 12 to 24 months. The trustees consider that the charity will continue as a going concern for the foreseeable future.

There are no material uncertainties about the charity's ability to continue.

Plans for future periods

The charity plans to continue to assist members, former members, their widows, orphans or dependants over the next year and in doing so plan to pay grants and provide holiday homes for subsidised holidays and for respite or convalescence for the foreseeable future.

The charity has recognised the additional support requirements as a result of the Covid-19 pandemic and implemented actions and Crisis Loans that will continue for the foreseeable future.

Norfolk Constabulary Benevolent Fund

Trustees' annual report (*continued*)

Year ended 31 December 2020

Related party transactions

There were no related party transactions during this or the prior period.

Independent examiner reappointment

A resolution to appoint L Thurston FCCA of Lovewell Blake LLP as independent examiner will be proposed at the next Annual General Meeting.

The trustees' annual report was approved on 10/05/21 and signed on behalf of the board of trustees by:

N Davison (Chair)



Trustee

J Brown (Hon Treasurer)



Trustee

Norfolk Constabulary Benevolent Fund

Receipts and payments account

Year ended 31 December 2020

	£	2020 £	£	2019 £
Receipts:				
Donations, legacies and grants				
Donations and collection boxes		2,340		2,523
Legacies		-		14,406
Interest received				
COIF deposit account	22		23	
COIF fixed interest fund	174		182	
COIF property fund	355		372	
COIF ethical fund	<u>527</u>		<u>551</u>	
		1,078		1,128
Dividends received		1,195		1,481
Members' subscriptions		22,206		21,449
Holiday home rental		<u>6,260</u>		<u>12,740</u>
Total receipts		<u>33,079</u>		<u>53,727</u>
Payments				
Financial assistance		10,771		6,754
Police convalescent home out of pocket expenses		188		764
Holiday home running costs		15,318		18,435
OPCCN Grant		6,664		5,273
Legal and professional fees		1,602		1,554
Trustee indemnity insurance		-		291
Miscellaneous		<u>17</u>		<u>134</u>
Total payments		<u>34,560</u>		<u>33,205</u>
Net receipts/(payments) for the year		(1,481)		20,522
Cash funds at 31 December 2019		<u>80,715</u>		<u>60,193</u>
Cash funds at 31 December 2020		<u>79,234</u>		<u>80,715</u>

Norfolk Constabulary Benevolent Fund

Statement of assets and liabilities

As at 31 December 2020

	2020 Unrestricted Funds £	2019 Unrestricted Funds £
Cash Funds		
Barclays current account	70,502	73,061
COIF Charities deposit account	<u>8,732</u>	<u>7,654</u>
Total Cash Funds	<u>79,234</u>	<u>80,715</u>
Investment Assets – Valuation at 31 December 2020		
M & G Charifund units	24,497	25,407
COIF Charities Fixed Interest Fund	5,210	5,043
COIF Charities Property Fund	6,018	6,338
COIF Charities Ethical Fund	<u>19,582</u>	<u>18,417</u>
Total Investment Assets	<u>55,307</u>	<u>55,205</u>
Assets retained for the fund's own use		
Holiday home at Kelling Heath – Plot 45 cost	51,404	51,404
Porch and decking – balance	<u>2,396</u>	<u>2,396</u>
	<u>53,800</u>	<u>53,800</u>
Valuation at 31 December 2020	<u>36,000</u>	<u>36,000</u>
Holiday home at Kelling Heath – Plot NR20 cost	<u>59,995</u>	<u>59,995</u>
Valuation at 31 December 2020	<u>53,000</u>	<u>53,000</u>
Creditors and accruals	<u>(1,602)</u>	<u>(1,554)</u>
Total Creditors and Accruals	<u>(1,602)</u>	<u>(1,554)</u>

These financial statements were approved by the trustees on 10/05/21 and are signed on their behalf by:


N Davison (Chair)

Trustee


J Brown (Hon Treasurer)

Trustee

Norfolk Constabulary Benevolent Fund

Independent Examiner's report to the trustees

Year ended 31 December 2020

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2020 which are set out on the afore mentioned pages of these financial statements.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

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



L Thurston FCCA
Independent examiner
Lovewell Blake LLP
First Floor Suite
Unit 2 Hillside Business Park
Bury St Edmunds
IP32 7EA

.....
24/5/21

