



**CHARITY COMMISSION  
FOR ENGLAND AND WALES**

## **Trustees' Annual Report for the period**

**From**                                **6 April 2021**    **To**                                **5 April 2022**

**Charity name:**        **The H Steven and P E Wood Charity**

**Charity registration number:**    **264990**

### **Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The Trust is governed by a Deed of Settlement dated 14th April 1971 whereby Mrs Phyllis Ethel Wood transferred certain property to the Trustees. The Trustees have unrestricted powers available to them under the original deed of settlement.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Income to be applied by the Trustees in the payment of donations or subscriptions to such Charitable institution or institutions or to or for such other Charitable purposes as the Trustees or a majority of in point of number of the Trustees shall in their discretion from time to time think fit.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees confirm that they have referred to the information contained in the Charity Commissions' general guidance on public benefit when reviewing the Trust's objectives and activities and grant making policy. The Trustees consider that by making grants to registered charities considerable public benefit will be achieved and many members of the public will benefit.

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>During the year, the Trustees received income from investments amounting to £25,759 from which administration expenses etc amounting to £636 and Charitable grants amounting to £27,250 were paid.</p> <p>The stockbrokers are instructed on an execution basis only.</p>

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Trustees are satisfied that the Balance Sheet as at 5 April 2022 discloses funds adequate to fulfil the obligations of the Trust.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	It is the policy of the Charity to maintain unrestricted funds, which are the free reserves of the Charity, at a level which provides sufficient funds to cover management and administration and support costs and to respond to emergency applications for grants which arise from time to time. Unrestricted funds were maintained at this level throughout the year.
Amount of reserves held	Para 1.22	At 5 April 2022 the value of the Trust's investments amounted to £726,395 compared with £687,821 at the previous year end.

## Structure, Governance and Management

How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	The Charity is an unincorporated association.
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	The Trustees have the power to appoint new Trustees. Prospective Trustees are invited to meet fellow Trustees and, if appointed, are provided with information relating to the aims of the charity and are made aware of the responsibilities that Trusteeship involves. The Trustees take such action as they consider necessary to keep themselves informed of changes to charity law and governance.

## Reference and Administrative details

Charity name	The H Steven and P E Wood Charity
Registered charity number	264990
Charity's principal address	Tite Cottage Wardington Banbury OX17 1SP


## Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Hazel Steven	Trustee		
2	Andrew Kennedy Steven	Trustee		
3	Virginnia Noreen Steven	Trustee		

## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Andrew Kennedy Steven	
Position (eg Secretary, Chair, etc)	Trustee	

Date

10 May 2023
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CHARITY COMMISSION  
FOR ENGLAND AND WALES

The H Steven and P E Wood Charity

264990

## Receipts and payments accounts

CC16a

For the period  
from

06-Apr-21


To

05-Apr-22

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Dividend income	25,754	-	-	25,754	23,552
Bank interest	5	-	-	5	12
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	25,759	-	-	25,759	23,564
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	25,759	-	-	25,759	23,564
<b>A3 Payments</b>					
Charitable activities	27,250	-	-	27,250	23,750
Professional fees	540	-	-	540	661
Bank charges	96	-	-	96	64
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	27,886	-	-	27,886	24,475
<b>A4 Asset and investment purchases. (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	27,886	-	-	27,886	24,475
<b>Net of receipts/(payments)</b>	- 2,127	-	-	- 2,127	- 911
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	36,882	-	-	36,882	37,793
<b>Cash funds this year end</b>	34,755	-	-	34,755	36,882

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	CAF Bank	34,755	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>34,755</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	M&G Charifund Units	Unrestricted	-	344,162
	Charishare Common Investment Fund	Unrestricted	-	322,079
	Schroder Income Trust for Charities	Unrestricted	-	60,154
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Andrew Kennedy Steven	10/05/2023	



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
The H Steven and P E Wood Charity

**On accounts for the year  
ended**

5 April 2022

**Charity no  
(if any)** 264990

**Set out on pages**

1 and 2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **05 / 04/ 2022**.

**Responsibilities and  
basis of report**

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

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

**Independent  
examiner's statement**

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

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

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

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

**Signed:**

**Date:** 10 May 2023

**Name:**

Angela Margaret Barrett

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

FCCA

**Address:**

Suite 2, 1a & 1b Atherstone Barns, Atherstone on Stour

Stratford upon Avon

CV37 8NE

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**