

# THE BURGES SALMON CHARITABLE TRUST

England & Wales · Charity number 272522

## Details

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**Status** Registered

**Legal form** Trust

**Registered** 1976-12-22

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

## Contact

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**Address** Burges Salmon Llp  
1 Glass Wharf  
Bristol  
BS2 0ZX

**Phone** 01179022731

**Email** [alison.preece@burges-salmon.com](mailto:alison.preece@burges-salmon.com)

**Website** [www.burges-salmon.com](http://www.burges-salmon.com)

## Activities

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**Objects:** TO APPLY THE INCOME THEREOF AND SUCH PART OF THE CAPITAL THEREOF AS THE TRUSTEES SHALL IN THEIR ABSOLUTE DISCRETION FROM TIME TO TIME THINK FIT TO SUCH INSTITUTION OR INSTITUTIONS (WHETHER CORPORATE OR UNINCORPORATE) RECOGNIZED BY THE LAWS OF ENGLAND AND WALES OR SCOTLAND AS CHARITABLE FOR ANY PURPOSES RECOGNIZED BY THE LAW OF ENGLAND AND WALES AS CHARITABLE AS THE TRUSTEES SHALL IN THEIR ABSOLUTE DISCRETION FROM TIME TO TIME SELECT.

**Activities:** General Charitable Purposes, making grants to local organisations.

## Classification

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- **How:** Makes Grants To Organisations
- **What:** General Charitable Purposes
- **Who:** Other Charities Or Voluntary Bodies

## Geography

- Bath And North East Somerset
- Bristol City
- South Gloucestershire

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-10-31	£96,268	£89,213	-	-
2024-10-31	£84,670	£81,650	-	-
2023-10-31	£77,960	£73,200	-	-
2022-10-31	£74,008	£75,730	-	-
2021-10-31	£78,973	£83,280	-	-
2020-10-31	£107,794	£82,905	-	-

## Trustees

Name	Role	Appointed
Camilla Louise Usher-Clark		2018-10-19
Catherine Elizabeth de Maid		2020-10-19
GARY DELDERFIELD		2026-06-05
JOHN GEORGE HOULDEN		
James Lee Maynard		2026-06-05
Malcolm James Robert Donald		2025-01-28
Sally Charlotte Amy Jupp		2026-06-05

**THE BURGESS SALMON CHARITABLE TRUST**

England & Wales - Charity number 272522

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# Accounts

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**THE BURGESS SALMON  
CHARITABLE TRUST**

**Annual Report and Financial Statements**

**For the year ended 31 October 2025**

# THE BURGES SALMON CHARITABLE TRUST

## ANNUAL REPORT AND FINANCIAL STATEMENTS For the year ended 31 October 2025

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# THE BURGES SALMON CHARITABLE TRUST

## TRUSTEES AND OFFICERS

### TRUSTEES

J G Houlden  
T R M Hewitt  
A M Honeywill  
C L Usher-Clark  
C E de Maid  
MJ R Donald – appointed 28<sup>th</sup> January 2025  
R Campbell – appointed 28<sup>th</sup> January 2025  
N C Watson – resigned 28 January 2025  
M R C Shepherd – resigned 26 February 2025

### BANKERS

Bank of Scotland  
PO Box No 208  
21 Prince Street  
Bristol  
BS99 7JG

### SOLICITORS

Burges Salmon LLP  
One Glass Wharf  
Bristol  
BS2 0ZX

### INDEPENDENT AUDITOR

PKF Francis Clark  
90 Victoria Street  
Redcliffe  
Bristol  
BS1 6DP

### REGISTERED OFFICE

Burges Salmon LLP  
1 Glass Wharf  
Bristol  
BS2 0ZX

# THE BURGES SALMON CHARITABLE TRUST

## TRUSTEES' REPORT

The Trustees of The Burges Salmon Charitable Trust (The 'Charity', 'Trust') present their annual report and the audited financial statements for the year ended 31 October 2025. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019 – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

The information with respect to the registered address, Trustees, officers and advisers set out on page 1 forms part of this report.

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

#### *Governing Document*

The Burges Salmon Charitable Trust is a registered Charity in England and Wales with charity number 272522. It was constituted by a Trust Deed dated 28 October 1976. The objectives of the charity are to make charitable donations to various registered charities, as agreed by the Trustees with priority given to the Bristol and Edinburgh area.

#### *Key management remuneration*

The charity has no employees and none of the Trustees received any remuneration or reimbursed expenses during the year (2024: £nil). The administrative costs of the Charity are borne by Burges Salmon LLP including the 2025 audit fee of £3,250 (2024: £3,000).

#### *Appointment of Trustees*

The Trustees on the date of approval of the annual report and financial statements, and who have served throughout the year and since the year-end, unless otherwise stated, are listed on page 1 of the financial statements. New Trustees are appointed by the current Trustees and serve for an indefinite period. New Trustees are fully briefed on the objectives of the Charity and their role as Trustees. This is reinforced by training as required, to equip them effectively to discharge their duties. The Trustees meet four times a year and the day-to-day administration of the Charity is delegated by the Trustees to the secretary. The current secretary is Alison Preece.

#### *Risk management*

The Charity's activities are confined to making donations and grants out of the income generated by gift aid donations and cash on the bank deposit account. The Charity does not engage in fund-raising, has no contracts, premises or tangible assets, and has no employees, volunteers or IT systems. The Trustees have reviewed the Charity's procedures for money handling and for checking the status of applicants for donations and grants. They are satisfied that the Charity's existing systems for monitoring and controlling the risks around material misstatement of income or expenditure are satisfactory. These systems adequately mitigate the impact that such risks may have on the Charity in the future. The risks and controls in place to mitigate those risks are reviewed by the Trustees on at least an annual basis.

#### *Connected persons*

Details of connected persons and transactions with them are disclosed in note 6 to the financial statements.

### **Objectives and activities**

The Charity's purpose is to make payments to such other charities as the Trustees in their discretion select.

#### *Grant making policy*

The Trustees consider primarily those applications from charities operating in Bristol, Edinburgh and the surrounding region which support charitable projects in the community. Awards are based on the merits of the applicant's cause and its financial situation. The Trustees will generally support small to medium-sized charities rather than large national charities.

# THE BURGES SALMON CHARITABLE TRUST

## TRUSTEES' REPORT

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

When considering applications, the Trustees will consider whether the work being undertaken by the Charity or organisation is in keeping with the Trust's policy outlined above. The Trustees, in making donations, have referred to the Charity Commission guidance on public benefit and believe that the policy of confining donations to those which support projects in the community, which demonstrate public benefit as defined, is in keeping with that guidance. In particular the Trustees consider how planned activities will contribute to the Charity's aims and the objectives they have set and have therefore complied with the duty in section 17 of the Charities Act 2011, for example the Charity has donated to another charitable company which aims to tackle immediate needs and long term change within the local community.

### **Achievements and performance**

During the year the Trust made donations totalling £89,213 (2024: £81,650) to 108 (2024: 93) different charities. These donations were all for sums of £500 or under (2024: £500), with the exception of £30,000 (2024: £27,000) to the Quartet Community Foundation, itself a grant making body and a charity, £1,100 to The Yard (2024: £2,050), £4,000 to North Bristol Advice centre (2024: £4,000), £4,000 to the Empire Fighting Chance (2024: £4,000), £4,500 to the One25 (2024: £4,000), £4,000 to Borderlands (2024: £4,000), £4,000 to Sixty One (2024: £4,000), £1,000 to Dolphin Society (2024: £750), £1,000 to Grateful Society (2024: £750), £1,000 to Lord Mayor of Bristol's Children Appeal (2024: £750), £1,000 to Anchor Society (2024: £750), £4,000 to Citizen's Advice Bureau (2024: £nil), £1,000 to Edinburgh Leisure (2024: £350), £1,000 to Motor Neurone Disease Association (2024: £nil), £1,000 to Wooden Spoon (2024: £nil) £nil to Changes Bristol (2024: £4,000), £nil to St Peters Hospice (2024: £600). Recipient charities included several children's charities, medical support and research charities, charitable community and victim support groups and some art and entertainment charities. Most of these charities are located in Bristol, Edinburgh or the surrounding regions.

### **Financial review**

#### *Income received*

The Trust receives income in the form of donations made to it by members of Burges Salmon LLP, the gift aid reclaimed in relation to the members' donations and also bank interest. For the year ended 31 October 2025 incoming resources totalled £96,268 (2024: £84,670).

#### *Investment policy*

The Trust has no funds other than those held in the main bank account on which interest is received.

#### *Reserves policy*

Since 1 May 2007 the Charity has been funded via quarterly gift aided donations. The Trustees believe that it is not necessary to hold back any unrestricted funds not committed ("the free funds") as it is very unlikely that there will be any unforeseen drop in income or funding as the gift aided donations are made in advance of the charity making its donations. The free funds vary from time to time dependent on a number of factors including the number of requests received and the size of grants given. The Trustees are careful to avoid donations which are not in furtherance of the Charity's objectives, and as such the level of reserves fluctuate depending on the number and size of suitable requests received, and whether any monies have been held back, though uncommitted, for specific regular donations. As at the balance sheet date these funds amounted to £42,723 (2024: £38,948).

### **Going concern**

The Trustees are of the opinion that the financial position of the Charity is satisfactory and anticipate no difficulties in meeting its obligations. The Trustees are satisfied that the policy and level of reserves are appropriate for the Charity's objectives, and that it has sufficient reserves to make its regular, though uncommitted, donations for a period of at least 12 months from the date of signing these financial statements. In the year the level of incoming resources has been sufficient to meet all obligations. Accordingly, the Trustees continue to adopt the going concern basis in preparing the report of the financial statements.

# THE BURGESS SALMON CHARITABLE TRUST

## TRUSTEES' REPORT

### Plans for future periods

The Trustees intend to adopt a similar pattern of donations in future years to that described in the current objectives and activities and expect the level of activity to continue to be similar in the foreseeable future.

### Trustees' Responsibilities

The Trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the Charity for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for the maintenance and integrity of the Charity and financial information included on the Charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

### Independent auditor

PKF Francis Clark have been appointed as auditor for the financial year and have indicated their willingness to be reappointed for another term and appropriate arrangements are being made for them to be reappointed as auditor.

On behalf of the Trustees:



A M Honeywill  
Trustee

Approved by the Trustees on 29 April 2026

# THE BURGES SALMON CHARITABLE TRUST

## INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF THE BURGES SALMON CHARITABLE TRUST

### Opinion

We have audited the financial statements of The Burges Salmon Charitable Trust (the 'charity') for the year ended 31 October 2025, which comprise the Statement of Financial Activities, Balance Sheet, and Notes to the Financial Statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is United Kingdom Accounting Standards, comprising Charities SORP - FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and applicable law (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 October 2025 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the original financial statements were authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

### Other information

The Trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

# THE BURGES SALMON CHARITABLE TRUST

## **Matters on which we are required to report by exception**

In the light of our knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report.

We have nothing to report in respect of the following matters where the Charities (Accounts and Report) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Trustees' Report is inconsistent in any material respect with the financial statements; or
- the financial statements are not in agreement with the accounting records and returns; or
- sufficient accounting records have not been kept; or
- we have not received all the information and explanations we require for our audit.

## **Responsibilities of trustees**

As explained more fully in the Statement of Trustees' Responsibilities (set out on page 4), the Trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

## **Auditor's responsibilities for the audit of the financial statements**

We have been appointed as auditor under section 145 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

We considered the nature of the charity's industry and its control environment and reviewed the charity's documentation of their policies and procedures relating to fraud and compliance with laws and regulations. We also enquired of management about their own identification and assessment of the risks of irregularities.

As part of our audit planning, through discussions with management, we obtained an understanding of the legal and regulatory framework that is applicable to the charity and the sector in which it operates to identify the key law and regulations affecting the charity.

These included compliance with the Trust Deed and Charity Commission requirements. We also considered those laws and regulations that have a direct impact on the preparation of the financial statements such as the Charities Act 2011 and compliance with the Charities Statement of Recommended Practice.

We discussed with management how the compliance with these laws and regulations is monitored and we discussed the policies and procedures in place. We also identified the individuals who deal with any issues if they arise. We assessed the susceptibility of the charity's financial statements to material misstatement, including how fraud might occur as part of the audit planning process.

## THE BURGES SALMON CHARITABLE TRUST

We determined that these risks are low considering the fact that the charity operates on a not-for-profit basis and so there would be no motivation for management to influence performance for individual gain. Likewise grant awards are approved by the board, further reducing the risk of fraud.

Based on this understanding we designed our audit procedures to identify non-compliance with such laws and regulations. Our procedures involved the following:

- Enquiries of management and those charged with governance regarding their knowledge of any non-compliance with laws and regulations that could affect the financial statements;
- Reviewed legal and professional costs to identify any possible non compliance or legal costs in respect of non compliance; and
- Reviewed trustee meeting minutes.

We audited the risk of management override of controls through testing journal entries and other adjustments for appropriateness and evaluating the business rationale of significant transactions.

As part of our enquiries, we discussed with management whether there have been any known instances, allegations or suspicions of fraud, of which there were none.

As a result of performing the above, we identified the greatest potential for fraud in the following areas, and our specific procedures performed to address it are described below:

- Completeness of donation income - We agreed donations received to the bank to a record of members' donation income. We confirmed that the list of partners on the record is complete and that the donation percentages have been authorised by the partnership committee.
- Appropriateness of grant payments – We tested a sample of grants issued in the year to ensure that the expenditure is in line with the charitable objectives. We agreed a sample of grants back to offer letters issued to grantees.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements. The risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate omissions, collusion, forgery, misrepresentations, or the override of internal controls. We are also less likely to become aware of instances of non-compliance with laws and regulations that are not closely related to events and transactions reflected in the financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the FRC's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

### Use of our report

This report is made solely to the charity trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the trustees those matters we are required to state to trustees in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and its Trustees as a body, for our audit work, for this report, or for the opinions we have formed.

## THE BURGES SALMON CHARITABLE TRUST

PKF Francis Clark

PKF Francis Clark, Statutory Auditor  
90 Victoria Street  
Redcliffe  
BRISTOL  
BS1 6DP

Date: 6 May 2026

PKF Francis Clark is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

# THE BURGES SALMON CHARITABLE TRUST

## STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 October 2025

	Note	2025 £	2024 £
<b>INCOME FROM:</b>			
Donations	2	96,268	84,670
<b>TOTAL INCOME</b>		<u>96,268</u>	<u>84,670</u>
<b>EXPENDITURE ON:</b>			
Charitable activities	3/4	(89,213)	(81,650)
Administrative costs – support costs		(3,280)	(3,030)
<b>TOTAL EXPENDITURE</b>		<u>(92,493)</u>	<u>(84,680)</u>
<b>NET MOVEMENTS IN FUNDS</b>		<u>3,775</u>	<u>(10)</u>
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward		38,948	38,958
Net movement in funds for the year		3,775	(10)
<b>TOTAL FUNDS CARRIED FORWARD</b>	5	<u>42,723</u>	<u>38,948</u>

There were no other recognised gains or losses other than those listed above and the net surplus (2024: deficit) for the year. All income and expenditure derive from continuing activities and relates to unrestricted funds in the current and prior years.

# THE BURGES SALMON CHARITABLE TRUST

## BALANCE SHEET As at 31 October 2025

	Note	2025 £	2024 £
<b>CURRENT ASSETS</b>			
Cash at bank and in hand		42,683	38,948
Accrued Income		40	-
		<u>42,723</u>	<u>38,948</u>
<b>NET CURRENT ASSETS</b>			
		<u>42,723</u>	<u>38,948</u>
<b>FUNDS</b>			
General fund	5	<u>42,723</u>	<u>38,948</u>
<b>TOTAL FUNDS</b>			
		<u>42,723</u>	<u>38,948</u>

The financial statements of The Burges Salmon Charitable Trust, registered number 272522, were approved by the Board of Trustees on 29 April 2026.

They were signed on its behalf by:



A M Honeywill  
Trustee

# THE BURGES SALMON CHARITABLE TRUST

## NOTES TO THE FINANCIAL STATEMENTS (continued) For the year ended 31 October 2025

### 1. ACCOUNTING POLICIES

#### **Basis of accounting**

The Burges Salmon Charitable Trust is a public benefit entity registered in England and Wales.

The financial statements are prepared under the historical cost convention, in accordance with the Statement of Recommended Practice "Accounting and Reporting by Charities (SORP 2019)" applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), and the Charities Act 2011.

The principal accounting policies are set out below.

#### **Preparation of financial statements**

As explained in the Report of the Trustees on page 3, the financial statements have been prepared on a going concern basis, with the functional currency being GBP, and the Trustees, therefore, consider that the going concern assumption is an appropriate basis on which to prepare these financial statements. The Trustees are satisfied that the policy and level of reserves are appropriate for the Charity's objectives, and that it has sufficient reserves to make its regular, though uncommitted, donations for a period of at least 12 months from the date of signing these financial statements. In the year the level of incoming resources has been sufficient to meet all obligations. Accordingly, the Trustees continue to adopt the going concern basis in preparing the report of the financial statements.

#### **Critical accounting judgements and key sources of estimation uncertainty**

In applying the Charity's accounting policies, which are described in this note, the Trustees may be required to make judgements, estimates and assumptions about the carrying value of assets and liabilities that are not readily apparent from other sources. The Charity made no key judgements or estimates in the current or the prior year.

#### **Income**

Income, including accrued income, is recognised when the Charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Donations are recognised in the financial statements immediately upon receipt.

Donated services comprise audit costs and banking costs and are disclosed and recognised where the amount can be reliably measured, this includes Accrued donated services such as audit fees.

Interest from bank balances is included in the financial statements when amounts are receivable.

#### **Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Expenditure on charitable activities includes grants and donations payable and is accounted for in the statement of financial activities when an obligation arises to make a transfer of value to a third party.

#### **Recognition of liabilities**

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

#### **Taxation**

The Burges Salmon Charitable Trust is registered as a Charity and as such tax exemption applies to the income arising from and expended on charitable activities and to its investment income and gains.

# THE BURGES SALMON CHARITABLE TRUST

## NOTES TO THE FINANCIAL STATEMENTS (continued) For the year ended 31 October 2025

### ACCOUNTING POLICIES (continued)

#### Financial instruments

The charity has chosen to apply the recognition and measurement principles in FRS102. Financial assets and financial liabilities are recognised when the Charity becomes a party to the contractual provisions of the instrument. All financial assets and liabilities are initially measured at transaction price (including transaction costs), except for those financial assets classified as at fair value through profit or loss, which are initially measured at fair value (which is normally the transaction price excluding transaction costs).

Debtors are recognised at the settlement amount due. Cash at bank includes cash at bank only. Creditors and provisions are recognised where the Charity has a present obligation resulting from a past event that it is probable will result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

#### Unrestricted fund

All funds are expendable at the discretion of the Trustees in furtherance of the objectives of the Charity.

#### Cash flow statement

The Charity is a small charity as defined by SORP. Consequently, the Charity has taken advantage of the exemption available under the terms of that standard and not prepared a cash flow statement.

## 2. ANALYSIS OF INCOME FROM DONATIONS

	2025 £	2024 £
Donations – individuals	68,753	60,626
Donations – individuals (Trustees)	4,100	4,151
Donations – other organisations	23,415	19,893
	<u>96,268</u>	<u>84,670</u>

Donations from other organisations include audit costs of £3,250 (2024: £3,000) donated by Burges Salmon LLP.

## 3. ANALYSIS OF EXPENDITURE ON GRANT FUNDING ACTIVITIES

Activity:	2025 £	2024 £
Children's charities	6,150	4,800
Community charities	73,563	63,350
Health charities	7,700	11,350
Arts and entertainment charities	600	1,950
Sports	1,200	200
	<u>89,213</u>	<u>81,650</u>

All support costs relate to the charitable activities as a whole and comprise governance costs relating to auditing of the financial statements of £3,250 plus bank fees of £30 (2024: audit £3,000 / bank fees £30).

# THE BURGES SALMON CHARITABLE TRUST

## NOTES TO THE FINANCIAL STATEMENTS (continued) For the year ended 31 October 2025

### 4. ANALYSIS OF GRANT EXPENDITURE

All grants to institutions	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
<b>Activity:</b>		
Quartet Community Foundation	30,000	27,000
Changes Bristol	-	4,000
One25	4,500	4,000
Citizens Advice Bureau	4,000	-
Borderlands	4,000	4,000
North Bristol Advice Centre	4,000	4,000
Empire Fighting Chance	4,000	4,000
Sixty One	4,000	4,000
The Yard	1,100	2,050
Edinburgh Leisure	1,000	-
Lord Mayor of Bristol's Children Appeal	1,000	750
Dolphin Society	1,000	750
Wooden Spoon	1,000	-
Anchor Society	1,000	750
St. Peter's Hospice	-	600
Grateful Society	1,000	750
Motor Neurone Disease Association	1,000	-
Individual grants of £500 or less	26,613	25,000
	<hr/>	<hr/>
<b>Total Expenditure</b>	<b>89,213</b>	<b>81,650</b>
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### 5. FUNDS

	<b>Balance at 31 October 2024 £</b>	<b>Income £</b>	<b>Expenditure £</b>	<b>Balance at 31 October 2025 £</b>
Total funds – unrestricted	<u>38,948</u>	<u>96,268</u>	<u>(92,493)</u>	<u>42,723</u>
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
	<b>Balance at 31 October 2023 £</b>	<b>Income £</b>	<b>Expenditure £</b>	<b>Balance at 31 October 2024 £</b>
Total funds – unrestricted	<u>38,958</u>	<u>84,670</u>	<u>(84,680)</u>	<u>38,948</u>
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# THE BURGES SALMON CHARITABLE TRUST

## NOTES TO THE FINANCIAL STATEMENTS (continued)

For the year ended 31 October 2025

### 6. RELATED PARTY TRANSACTIONS

Donations are made to the Trust by members of Burges Salmon LLP of £72,813 (2024: £64,777) via gift aid payments (note 2). Burges Salmon LLP also donated the auditor's remuneration of £3,250 (2024: £3,000) and untraceable client monies of £2,001 (2024: £691). Burges Salmon LLP also runs the Charity's administration on its behalf, costs of which are assessed as minimal in nature for reporting purposes. The Trustees of the Charity are all members of Burges Salmon LLP and do not receive any remuneration or reimbursement of expenses from the Charity.

The Trustees who served during the year made donations totalling £4,100 (2024: £4,151) and this is included in the total donation shown above.

**THE BURGESS SALMON CHARITABLE TRUST**

England & Wales - Charity number 272522

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# Accounts

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**THE BURGESS SALMON  
CHARITABLE TRUST**

**Annual Report and Financial Statements**

**For the year ended 31 October 2024**

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# THE BURGES SALMON CHARITABLE TRUST

## ANNUAL REPORT AND FINANCIAL STATEMENTS For the year ended 31 October 2024

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# THE BURGES SALMON CHARITABLE TRUST

## TRUSTEES AND OFFICERS

### TRUSTEES

J G Houlden  
T R M Hewitt  
A M Honeywill  
C L Usher-Clark  
C E de Maid  
MJ R Donald – appointed 28<sup>th</sup> January 2025  
R Campbell – appointed 28<sup>th</sup> January 2025  
R A Forman – resigned 25 January 2024  
N C Watson – appointed 25 January 2024, resigned 28 January 2025  
M R C Shepherd – resigned 26 February 2025

### BANKERS

Bank of Scotland  
PO Box No 208  
21 Prince Street  
Bristol  
BS99 7JG

### SOLICITORS

Burges Salmon LLP  
One Glass Wharf  
Bristol  
BS2 0ZX

### INDEPENDENT AUDITOR

PKF Francis Clark  
90 Victoria Street  
Redcliffe  
Bristol  
BS1 6DP

### REGISTERED OFFICE

Burges Salmon LLP  
1 Glass Wharf  
Bristol  
BS2 0ZX

# THE BURGES SALMON CHARITABLE TRUST

## TRUSTEES' REPORT

The Trustees of The Burges Salmon Charitable Trust (The 'Charity', 'Trust') present their annual report and the audited financial statements for the year ended 31 October 2024. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019 – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

The information with respect to the registered address, Trustees, officers and advisers set out on page 1 forms part of this report.

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

#### *Governing Document*

The Burges Salmon Charitable Trust is a registered Charity in England and Wales with charity number 272522. It was constituted by a Trust Deed dated 28 October 1976. The objectives of the charity are to make charitable donations to various registered charities, as agreed by the Trustees with priority given to the Bristol and Edinburgh areas.

#### *Key management remuneration*

The charity has no employees and none of the Trustees received any remuneration or reimbursed expenses during the year (2023: £nil). The administrative costs of the Charity are borne by Burges Salmon LLP including the 2024 audit fee of £3,000 (2023: £3,000).

#### *Appointment of Trustees*

The Trustees on the date of approval of the annual report and financial statements, and who have served throughout the year and since the year-end, unless otherwise stated, are listed on page 1 of the financial statements. New Trustees are appointed by the current Trustees and serve for an indefinite period. New Trustees are fully briefed on the objectives of the Charity and their role as Trustees. This is reinforced by training as required, to equip them effectively to discharge their duties. The Trustees meet four times a year and the day-to-day administration of the Charity is delegated by the Trustees to the secretary. The current secretary is Alison Preece.

#### *Risk management*

The Charity's activities are confined to making donations and grants out of the income generated by gift aid donations and cash on the bank deposit account. The Charity does not engage in fund-raising, has no contracts, premises or tangible assets, and has no employees, volunteers or IT systems. The Trustees have reviewed the Charity's procedures for money handling and for checking the status of applicants for donations and grants. They are satisfied that the Charity's existing systems for monitoring and controlling the risks around material misstatement of income or expenditure are satisfactory. These systems adequately mitigate the impact that such risks may have on the Charity in the future. The risks and controls in place to mitigate those risks are reviewed by the Trustees on at least an annual basis.

#### *Connected persons*

Details of connected persons and transactions with them are disclosed in note 7 to the financial statements.

### **Objectives and activities**

The Charity's purpose is to make payments to such other charities as the Trustees in their discretion select.

#### *Grant making policy*

The Trustees consider primarily those applications from charities operating in Bristol and Edinburgh and the surrounding regions which support charitable projects in the community. Awards are based on the merits of the applicant's cause and its financial situation. The Trustees will generally support small to medium-sized charities rather than large national charities.

# THE BURGES SALMON CHARITABLE TRUST

## TRUSTEES' REPORT

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

When considering applications, the Trustees will consider whether the work being undertaken by the Charity or organisation is in keeping with the Trust's policy outlined above. The Trustees, in making donations, have referred to the Charity Commission guidance on public benefit and believe that the policy of confining donations to those which support projects in the community, which demonstrate public benefit as defined, is in keeping with that guidance. In particular the Trustees consider how planned activities will contribute to the Charity's aims and the objectives they have set and have therefore complied with the duty in section 17 of the Charities Act 2011, for example the Charity has donated to another charitable company which aims to tackle immediate needs and long term change within the local community.

### **Achievements and performance**

During the year the Trust made donations totalling £81,650 (2023: £73,200) to 93 (2023: 71) different charities. These donations were all for sums of £500 or under (2023: £500), with the exception of £27,000 (2023: £29,000) to the Quartet Community Foundation, itself a grant making body and a charity, £2,050 to The Yard (2023: £4,000), £4,000 to North Bristol Advice centre (2023: £nil), £4,000 to the Empire Fighting Chance (2023: £500), £4,000 to the One25 (2023: £3,000), £4,000 to Changes Bristol (2023: £3,000), £4,000 to Borderlands (2023: £3,000), £4,000 to Sixty One (2023: £nil), £750 to Dolphin Society (2023: £750), £750 to Grateful Society (2023: £750), £750 to Lord Mayor of Bristol's Children Appeal (2023: £750), £750 to Anchor Society (2023: £750), £600 to St. Peter's Hospice (2023: £nil), £500 to Brigstowe (2023: £3,000), £500 to PROPS (2023: £1,000), £350 to Gympanzees (2023: £3,000), and £nil to Bristol Law Centre (2023: £3,000). Recipient charities included several children's charities, medical support and research charities, charitable community and victim support groups and some art and entertainment charities. Most of these charities are located in Bristol or Edinburgh and the surrounding regions.

### **Financial review**

#### *Income received*

The Trust receives income in the form of donations made to it by members of Burges Salmon LLP, the gift aid reclaimed in relation to the members' donations and also bank interest. For the year ended 31 October 2024 incoming resources totalled £84,670 (2023: £77,960).

#### *Investment policy*

The Trust has no funds other than those held in the main bank account on which interest is received.

#### *Reserves policy*

Since 1 May 2007 the Charity has been funded via quarterly gift aided donations. The Trustees believe that it is not necessary to hold back any unrestricted funds not committed ("the free funds") as it is very unlikely that there will be any unforeseen drop in income or funding as the gift aided donations are made in advance of the charity making its donations. The free funds vary from time to time dependent on a number of factors including the number of requests received and the size of grants given. The Trustees are careful to avoid donations which are not in furtherance of the Charity's objectives, and as such the level of reserves fluctuate depending on the number and size of suitable requests received, and whether any monies have been held back, though uncommitted, for specific regular donations. As at the balance sheet date these funds amounted to £38,948 (2023: £38,958).

### **Going concern**

The Trustees are of the opinion that the financial position of the Charity is satisfactory and anticipate no difficulties in meeting its obligations. The Trustees are satisfied that the policy and level of reserves are appropriate for the Charity's objectives, and that it has sufficient reserves to make its regular, though uncommitted, donations for a period of at least 12 months from the date of signing these financial statements. In the year the level of incoming resources has been sufficient to meet all obligations. Accordingly, the Trustees continue to adopt the going concern basis in preparing the report of the financial statements.

# THE BURGES SALMON CHARITABLE TRUST

## TRUSTEES' REPORT

### Plans for future periods

The Trustees intend to adopt a similar pattern of donations in future years to that described in the current objectives and activities and expect the level of activity to continue to be similar in the foreseeable future.

### Trustees' Responsibilities

The Trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the Charity for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.


The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for the maintenance and integrity of the Charity and financial information included on the Charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

### Independent auditor

PKF Francis Clark have been appointed as auditor for the financial year and have indicated their willingness to be reappointed for another term and appropriate arrangements are being made for them to be reappointed as auditor.

On behalf of the Trustees:



A M Honeywill  
Trustee

Approved by the Trustees on 10 July 2025

# THE BURGES SALMON CHARITABLE TRUST

## INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF THE BURGES SALMON CHARITABLE TRUST

### Opinion

We have audited the financial statements of The Burges Salmon Charitable Trust (the 'charity') for the year ended 31 October 2024, which comprise the Statement of Financial Activities, Balance Sheet, and Notes to the Financial Statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is United Kingdom Accounting Standards, comprising Charities SORP - FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and applicable law (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 October 2024 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the original financial statements were authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

### Other information

The Trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

# THE BURGES SALMON CHARITABLE TRUST

## **Matters on which we are required to report by exception**

In the light of our knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report.

We have nothing to report in respect of the following matters where the Charities (Accounts and Report) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Trustees' Report is inconsistent in any material respect with the financial statements; or
- the financial statements are not in agreement with the accounting records and returns; or
- sufficient accounting records have not been kept; or
- we have not received all the information and explanations we require for our audit.

## **Responsibilities of trustees**

As explained more fully in the Statement of Trustees' Responsibilities (set out on page 4), the Trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

## **Auditor's responsibilities for the audit of the financial statements**

We have been appointed as auditor under section 145 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the FRC's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

## **Extent to which the audit was considered capable of detecting irregularities, including fraud**

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

We considered the nature of the charity's industry and its control environment and reviewed the charity's documentation of their policies and procedures relating to fraud and compliance with laws and regulations. We also enquired of management about their own identification and assessment of the risks of irregularities.

As part of our audit planning, through discussions with management, we obtained an understanding of the legal and regulatory framework that is applicable to the charity and the sector in which it operates to identify the key law and regulations affecting the charity.

These included compliance with the Trust Deed and Charity Commission requirements. We also considered those laws and regulations that have a direct impact on the preparation of the financial statements such as the Charities Act 2011 and compliance with the Charities Statement of Recommended Practice.

## THE BURGES SALMON CHARITABLE TRUST

We discussed with management how the compliance with these laws and regulations is monitored and we discussed the policies and procedures in place. We also identified the individuals who deal with any issues if they arise. We assessed the susceptibility of the charity's financial statements to material misstatement, including how fraud might occur as part of the audit planning process.

We determined that these risks are low considering the fact that the charity operates on a not-for-profit basis and so there would be no motivation for management to influence performance for individual gain. Likewise grant awards are approved by the board, further reducing the risk of fraud.

Based on this understanding we designed our audit procedures to identify non-compliance with such laws and regulations. Our procedures involved the following:

- Enquiries of management and those charged with governance regarding their knowledge of any non-compliance with laws and regulations that could affect the financial statements;
- Reviewed legal and professional costs to identify any possible non compliance or legal costs in respect of non compliance; and
- Reviewed trustee meeting minutes.

We audited the risk of management override of controls through testing journal entries and other adjustments for appropriateness and evaluating the business rationale of significant transactions.

As part of our enquiries, we discussed with management whether there have been any known instances, allegations or suspicions of fraud, of which there were none.

As a result of performing the above, we identified the greatest potential for fraud in the following areas, and our specific procedures performed to address it are described below:

- Completeness of donation income - We tested the data and calculations provided to back up the members' donation income balance. We confirmed that the list of partners is complete and that the donation percentages have been authorised by the partnership committee.
- Appropriateness of grant payments – We tested a sample of grants issued in the year to ensure that the expenditure is in line with the charitable objectives. We tested a sample of payments, reviewing the board minutes to ensure each grant payment was approved, and vice versa.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements. The risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate omissions, collusion, forgery, misrepresentations, or the override of internal controls. We are also less likely to become aware of instances of non-compliance with laws and regulations that are not closely related to events and transactions reflected in the financial statements.

### Use of our report

This report is made solely to the charity trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the trustees those matters we are required to state to trustees in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and its Trustees as a body, for our audit work, for this report, or for the opinions we have formed.

# THE BURGES SALMON CHARITABLE TRUST

PKF Francis Clark

PKF Francis Clark, Statutory Auditor  
90 Victoria Street  
Redcliffe  
BRISTOL  
BS1 6DP

Date: 29 July 2025

PKF Francis Clark is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

# THE BURGES SALMON CHARITABLE TRUST

## STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 October 2024

	Note	2024 £	2023 £
<b>INCOME FROM:</b>			
Donations	2	84,670	77,960
<b>TOTAL INCOME</b>		<u>84,670</u>	<u>77,960</u>
<b>EXPENDITURE ON:</b>			
Charitable activities	3/4	(81,650)	(73,200)
Administrative costs – support costs		(3,030)	(3,060)
<b>TOTAL EXPENDITURE</b>		<u>(84,680)</u>	<u>(76,260)</u>
<b>NET MOVEMENTS IN FUNDS</b>		<u>(10)</u>	<u>1,700</u>
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward		38,958	37,258
Net movement in funds for the year		(10)	1,700
<b>TOTAL FUNDS CARRIED FORWARD</b>	5	<u>38,948</u>	<u>38,958</u>

There were no other recognised gains or losses other than those listed above and the net deficit (2023: surplus) for the year. All income and expenditure derive from continuing activities and relates to unrestricted funds in the current and prior years.

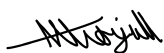
# THE BURGES SALMON CHARITABLE TRUST

## BALANCE SHEET As at 31 October 2024

	Note	2024 £	2023 £
<b>CURRENT ASSETS</b>			
Cash at bank and in hand		38,948	38,958
Accrued Income		-	-
		<u>38,948</u>	<u>38,958</u>
<b>NET CURRENT ASSETS</b>			
		<u>38,948</u>	<u>38,958</u>
<b>FUNDS</b>			
General fund	5	<u>38,948</u>	<u>38,958</u>
<b>TOTAL FUNDS</b>			
		<u><u>38,948</u></u>	<u><u>38,958</u></u>

The financial statements of The Burges Salmon Charitable Trust, registered number 272522, were approved by the Board of Trustees on 10 July 2025.

They were signed on its behalf by:



A M Honeywill  
Trustee

# THE BURGES SALMON CHARITABLE TRUST

## NOTES TO THE FINANCIAL STATEMENTS (continued) For the year ended 31 October 2024

### 1. ACCOUNTING POLICIES

#### **Basis of accounting**

The Burges Salmon Charitable Trust is a public benefit entity registered in England and Wales.

The financial statements are prepared under the historical cost convention, in accordance with the Statement of Recommended Practice "Accounting and Reporting by Charities (SORP 2019)" applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), and the Charities Act 2011.

The principal accounting policies are set out below.

#### **Preparation of financial statements**

As explained in the Report of the Trustees on page 3, the financial statements have been prepared on a going concern basis, with the functional currency being GBP, and the Trustees, therefore, consider that the going concern assumption is an appropriate basis on which to prepare these financial statements. The Trustees are satisfied that the policy and level of reserves are appropriate for the Charity's objectives, and that it has sufficient reserves to make its regular, though uncommitted, donations for a period of at least 12 months from the date of signing these financial statements. In the year the level of incoming resources has been sufficient to meet all obligations. Accordingly, the Trustees continue to adopt the going concern basis in preparing the report of the financial statements.

#### **Critical accounting judgements and key sources of estimation uncertainty**

In applying the Charity's accounting policies, which are described in this note, the Trustees may be required to make judgements, estimates and assumptions about the carrying value of assets and liabilities that are not readily apparent from other sources. The Charity made no key judgements or estimates in the current or the prior year.

#### **Income**

Income, including accrued income, is recognised when the Charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Donations are recognised in the financial statements immediately upon receipt.

Donated services comprise audit costs and banking costs and are disclosed and recognised where the amount can be reliably measured, this includes Accrued donated services such as audit fees.

Interest from bank balances is included in the financial statements when amounts are receivable.

#### **Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Expenditure on charitable activities includes grants and donations payable and is accounted for in the statement of financial activities when an obligation arises to make a transfer of value to a third party.

#### **Recognition of liabilities**

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

# THE BURGES SALMON CHARITABLE TRUST

## NOTES TO THE FINANCIAL STATEMENTS (continued)

For the year ended 31 October 2024

### Financial instruments

The charity has chosen to apply the recognition and measurement principles in FRS102. Financial assets and financial liabilities are recognised when the Charity becomes a party to the contractual provisions of the instrument. All financial assets and liabilities are initially measured at transaction price (including transaction costs), except for those financial assets classified as at fair value through profit or loss, which are initially measured at fair value (which is normally the transaction price excluding transaction costs).

Debtors are recognised at the settlement amount due. Cash at bank includes cash at bank only. Creditors and provisions are recognised where the Charity has a present obligation resulting from a past event that it is probable will result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

### Taxation

The Burges Salmon Charitable Trust is registered as a Charity and as such tax exemption applies to the income arising from and expended on charitable activities and to its investment income and gains.

### Unrestricted fund

All funds are expendable at the discretion of the Trustees in furtherance of the objectives of the Charity.

### Cash flow statement

The Charity is a small charity as defined by SORP. Consequently, the Charity has taken advantage of the exemption available under the terms of that standard and not prepared a cash flow statement.

## ANALYSIS OF INCOME FROM DONATIONS

	2024	2023
	£	£
Donations – individuals	60,626	54,604
Donations – individuals (Trustees)	4,151	3,940
Donations – other organisations	19,893	19,416
	<u>84,670</u>	<u>77,960</u>

Donations from other organisations include audit costs of £3,000 (2023: £3,000) donated by Burges Salmon LLP.

## 3. ANALYSIS OF EXPENDITURE ON GRANT FUNDING ACTIVITIES

	2024	2023
Activity:	£	£
Children's charities	4,800	6,700
Community charities	63,350	55,500
Health charities	11,350	10,100
Arts and entertainment charities	1,950	400
Animal	200	500
	<u>81,650</u>	<u>73,200</u>

All support costs relate to the charitable activities as a whole and comprise governance costs relating to auditing of the financial statements of £3,000 plus bank fees of £30 (2023: audit £3,000 / bank fees £60).

# THE BURGES SALMON CHARITABLE TRUST

## NOTES TO THE FINANCIAL STATEMENTS (continued) For the year ended 31 October 2024

### 4. ANALYSIS OF GRANT EXPENDITURE

All grants to institutions	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
<b>Activity:</b>		
Quartet Community Foundation	27,000	29,000
Changes Bristol	4,000	3,000
One25	4,000	3,000
Borderlands	4,000	3,000
Empire Fighting Chance	4,000	500
North Bristol Advice Centre	4,000	-
Sixty One	4,000	-
The Yard	2,050	4,000
Lord Mayor of Bristol's Children Appeal	750	750
Dolphine Society	750	750
Grateful Society	750	750
Anchor Society	750	750
St. Peter's Hospice	600	-
Brigstow	-	3,000
Bristol Law Centre	-	3,000
Gympanzees	-	3,000
PROPS	-	1,000
Individual grants of £500 or less	25,000	17,700
	<hr/>	<hr/>
<b>Total Expenditure</b>	<b>81,650</b>	<b>73,200</b>
	<hr/> <hr/>	<hr/> <hr/>

### 5. FUNDS

	<b>Balance at 31 October 2023 £</b>	<b>Income £</b>	<b>Expenditure £</b>	<b>Balance at 31 October 2024 £</b>
Total funds – unrestricted	<u>38,958</u>	<u>84,670</u>	<u>(84,680)</u>	<u>38,948</u>
	<hr/>	<hr/>	<hr/>	<hr/>
	<b>Balance at 31 October 2022 £</b>	<b>Income £</b>	<b>Expenditure £</b>	<b>Balance at 31 October 2023 £</b>
Total funds – unrestricted	<u>37,258</u>	<u>77,960</u>	<u>(76,260)</u>	<u>38,958</u>
	<hr/>	<hr/>	<hr/>	<hr/>

# THE BURGES SALMON CHARITABLE TRUST

## NOTES TO THE FINANCIAL STATEMENTS (continued)

For the year ended 31 October 2024

### 6. RELATED PARTY TRANSACTIONS

Donations are made to the Trust by members of Burges Salmon LLP of £64,777 (2023: £58,544) via gift aid payments (note 2). Burges Salmon LLP also donated the auditor's remuneration of £3,000 (2023: £3,000) and runs the Charity's administration on its behalf, which are assessed as minimal in nature for reporting purposes. The Trustees of the Charity are all members of Burges Salmon LLP and do not receive any remuneration or reimbursement of expenses from the Charity.

The Trustees who served during the year made donations totalling £4,151 (2023: £3,940).

Grants are made by Trustee approval in quarterly meetings. Total grants given out were £81,650 (2023: £73,200) (note 4).

**THE BURGESS SALMON CHARITABLE TRUST**

England & Wales - Charity number 272522

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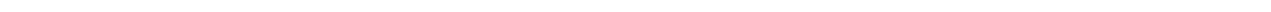
# Accounts

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**THE BURGES SALMON  
CHARITABLE TRUST**

**Annual Report and Financial Statements**

**For the year ended 31 October 2023**



# THE BURGES SALMON CHARITABLE TRUST

## ANNUAL REPORT AND FINANCIAL STATEMENTS For the year ended 31 October 2023

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# THE BURGES SALMON CHARITABLE TRUST

## TRUSTEES AND OFFICERS

### TRUSTEES

J G Houlden  
T R M Hewitt  
M R C Shepherd  
A M Honeywill  
C L Usher-Clark  
C E de Maid  
R A Forman – resigned 25 January 2024  
N C Watson – appointed 25 January 2024

### BANKERS

Bank of Scotland  
PO Box No 208  
21 Prince Street  
Bristol  
BS99 7JG

### SOLICITORS

Burges Salmon LLP  
One Glass Wharf  
Bristol  
BS2 0ZX

### INDEPENDENT AUDITOR

PKF Francis Clark  
90 Victoria Street  
Redcliffe  
Bristol  
BS1 6DP

### REGISTERED OFFICE

Burges Salmon LLP  
1 Glass Wharf  
Bristol  
BS2 0ZX

# THE BURGES SALMON CHARITABLE TRUST

## TRUSTEES' REPORT

The Trustees of The Burges Salmon Charitable Trust (The 'Charity', 'Trust') present their annual report and the audited financial statements for the year ended 31 October 2023. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019 – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

The information with respect to the registered address, Trustees, officers and advisers set out on page 1 forms part of this report.

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

#### *Governing Document*

The Burges Salmon Charitable Trust is a registered Charity in England and Wales with charity number 272522. It was constituted by a Trust Deed dated 28 October 1976. The objectives of the charity are to make charitable donations to various registered charities, as agreed by the Trustees with priority given to the Bristol area.

#### *Key management remuneration*

The charity has no employees and none of the Trustees received any remuneration or reimbursed expenses during the year (2022: £nil). The administrative costs of the Charity are borne by Burges Salmon LLP including the 2023 audit fee of £3,000 (2022: £3,000).

#### *Appointment of Trustees*

The Trustees on the date of approval of the annual report and financial statements, and who have served throughout the year and since the year-end, unless otherwise stated, are listed on page 1 of the financial statements. New Trustees are appointed by the current Trustees and serve for an indefinite period. New Trustees are fully briefed on the objectives of the Charity and their role as Trustees. This is reinforced by training as required, to equip them effectively to discharge their duties. The Trustees meet four times a year and the day-to-day administration of the Charity is delegated by the Trustees to the secretary. The current secretary is Alison Preece.

#### *Risk management*

The Charity's activities are confined to making donations and grants out of the income generated by gift aid donations and cash on the bank deposit account. The Charity does not engage in fund-raising, has no contracts, premises or tangible assets, and has no employees, volunteers or IT systems. The Trustees have reviewed the Charity's procedures for money handling and for checking the status of applicants for donations and grants. They are satisfied that the Charity's existing systems for monitoring and controlling the risks around material misstatement of income or expenditure are satisfactory. These systems adequately mitigate the impact that such risks may have on the Charity in the future. The risks and controls in place to mitigate those risks are reviewed by the Trustees on at least an annual basis.

#### *Connected persons*

Details of connected persons and transactions with them are disclosed in note 7 to the financial statements.

### **Objectives and activities**

The Charity's purpose is to make payments to such other charities as the Trustees in their discretion select.

#### *Grant making policy*

The Trustees consider primarily those applications from charities operating in Bristol and the surrounding region which support charitable projects in the community. Awards are based on the merits of the applicant's cause and its financial situation. The Trustees will generally support small to medium-sized charities rather than large national charities.

# THE BURGES SALMON CHARITABLE TRUST

## TRUSTEES' REPORT

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

When considering applications, the Trustees will consider whether the work being undertaken by the Charity or organisation is in keeping with the Trust's policy outlined above. The Trustees, in making donations, have referred to the Charity Commission guidance on public benefit and believe that the policy of confining donations to those which support projects in the community, which demonstrate public benefit as defined, is in keeping with that guidance. In particular the Trustees consider how planned activities will contribute to the Charity's aims and the objectives they have set and have therefore complied with the duty in section 17 of the Charities Act 2011, for example the Charity has donated to another charitable company which aims to tackle immediate needs and long term change within the local community.

### **Achievements and performance**

During the year the Trust made donations totalling £73,200 (2022: £72,700) to 71 (2022: 90) different charities. These donations were all for sums of £500 or under (2022: £500), with the exception of £29,000 (2022: £26,000) to the Quartet Community Foundation, itself a grant making body and a charity, £4,000 to The Yard (2022: £3,000), £3,000 to Gympanzees (2022: £3,000), £3,000 to the Bristol Law Centre (2022: £3,000), £3,000 to the Brigstowe Project (2022: £3,000), £3,000 to the One25 (2022: £3,000), £3,000 to Changes Bristol (2022: £3,000), £3,000 to Borderlands (2022: £3,000), £1,000 to PROPS (2022: £1,000), £750 to Dolphin Society (2022: £750), £750 to Anchor Society (2022: £750), £750 to Grateful Society (2022: £750), £750 to Lord Mayor of Bristol's Children Appeal (2022: £750). Recipient charities included several children's charities, medical support and research charities, charitable community and victim support groups and some art and entertainment charities. Most of these charities are located in Bristol or the surrounding region.

### **Financial review**

#### *Income received*

The Trust receives income in the form of donations made to it by members of Burges Salmon LLP, the gift aid reclaimed in relation to the members' donations and also bank interest. For the year ended 31 October 2023 incoming resources totalled £77,960 (2022: £74,008).

#### *Investment policy*

The Trust has no funds other than those held in the main bank account on which interest is received.

#### *Reserves policy*

Since 1 May 2007 the Charity has been funded via quarterly gift aided donations. The Trustees believe that it is not necessary to hold back any unrestricted funds not committed ("the free funds") as it is very unlikely that there will be any unforeseen drop in income or funding as the gift aided donations are made in advance of the charity making its donations. The free funds vary from time to time dependent on a number of factors including the number of requests received and the size of grants given. The Trustees are careful to avoid donations which are not in furtherance of the Charity's objectives, and as such the level of reserves fluctuate depending on the number and size of suitable requests received, and whether any monies have been held back, though uncommitted, for specific regular donations. As at the balance sheet date these funds amounted to £38,958 (2022: £37,258).

### **Going concern**

The Trustees are of the opinion that the financial position of the Charity is satisfactory and anticipate no difficulties in meeting its obligations. The Trustees are satisfied that the policy and level of reserves are appropriate for the Charity's objectives, and that it has sufficient reserves to make its regular, though uncommitted, donations for a period of at least 12 months from the date of signing these financial statements. In the year the level of incoming resources has been sufficient to meet all obligations. Accordingly, the Trustees continue to adopt the going concern basis in preparing the report of the financial statements.

# THE BURGES SALMON CHARITABLE TRUST

## TRUSTEES' REPORT

### Plans for future periods

The Trustees intend to adopt a similar pattern of donations in future years to that described in the current objectives and activities and expect the level of activity to continue to be similar in the foreseeable future.

### Trustees' Responsibilities

The Trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the Charity for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for the maintenance and integrity of the Charity and financial information included on the Charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

### Independent auditor

PKF Francis Clark have been appointed as auditor for the financial year and have indicated their willingness to be reappointed for another term and appropriate arrangements are being made for them to be reappointed as auditor.

On behalf of the Trustees:



A M Honeywill  
Trustee

Approved by the Trustees on 23 April 2024

# THE BURGES SALMON CHARITABLE TRUST

## INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF THE BURGES SALMON CHARITABLE TRUST

### Opinion

We have audited the financial statements of The Burges Salmon Charitable Trust (the 'charity') for the year ended 31 October 2023, which comprise the Statement of Financial Activities, Balance Sheet, and Notes to the Financial Statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is United Kingdom Accounting Standards, comprising Charities SORP - FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and applicable law (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 October 2023 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the original financial statements were authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

### Other information

The Trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

# THE BURGES SALMON CHARITABLE TRUST

## **Matters on which we are required to report by exception**

In the light of our knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report.

We have nothing to report in respect of the following matters where the Charities (Accounts and Report) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Trustees' Report is inconsistent in any material respect with the financial statements; or
- the financial statements are not in agreement with the accounting records and returns; or
- sufficient accounting records have not been kept; or
- we have not received all the information and explanations we require for our audit.

## **Responsibilities of trustees**

As explained more fully in the Statement of Trustees' Responsibilities (set out on page 4), the Trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

## **Auditor's responsibilities for the audit of the financial statements**

We have been appointed as auditor under section 145 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the FRC's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

## **Extent to which the audit was considered capable of detecting irregularities, including fraud**

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

We considered the nature of the charity's industry and its control environment and reviewed the charity's documentation of their policies and procedures relating to fraud and compliance with laws and regulations. We also enquired of management about their own identification and assessment of the risks of irregularities.

As part of our audit planning, through discussions with management, we obtained an understanding of the legal and regulatory framework that is applicable to the charity and the sector in which it operates to identify the key law and regulations affecting the charity.

These included compliance with the Trust Deed and Charity Commission requirements. We also considered those laws and regulations that have a direct impact on the preparation of the financial statements such as the Charities Act 2011 and compliance with the Charities Statement of Recommended Practice.

## THE BURGES SALMON CHARITABLE TRUST

We discussed with management how the compliance with these laws and regulations is monitored and we discussed the policies and procedures in place. We also identified the individuals who deal with any issues if they arise. We assessed the susceptibility of the charity's financial statements to material misstatement, including how fraud might occur as part of the audit planning process.

We determined that these risks are low considering the fact that the charity operates on a not-for-profit basis and so there would be no motivation for management to influence performance for individual gain. Likewise grant awards are approved by the board, further reducing the risk of fraud.

Based on this understanding we designed our audit procedures to identify non-compliance with such laws and regulations. Our procedures involved the following:

- Enquiries of management and those charged with governance regarding their knowledge of any non-compliance with laws and regulations that could affect the financial statements;
- Reviewed legal and professional costs to identify any possible non compliance or legal costs in respect of non compliance; and
- Reviewed trustee meeting minutes.

We audited the risk of management override of controls through testing journal entries and other adjustments for appropriateness and evaluating the business rationale of significant transactions.

As part of our enquiries, we discussed with management whether there have been any known instances, allegations or suspicions of fraud, of which there were none.

As a result of performing the above, we identified the greatest potential for fraud in the following areas, and our specific procedures performed to address it are described below:

- Completeness of donation income - We tested the data and calculations provided to back up the members' donation income balance. We confirmed that the list of partners is complete and that the donation percentages have been authorised by the partnership committee.
- Appropriateness of grant payments – We tested a sample of grants issued in the year to ensure that the expenditure is in line with the charitable objectives. We tested a sample of payments, reviewing the board minutes to ensure each grant payment was approved, and vice versa.

Because of the inherent limitation of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements. This risk increases the further removed non-compliance with laws and regulations is from the events and transactions reflected in the financial statements as we are less likely to become aware of instances of non-compliance. The risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment, collusion, omission or misrepresentation.

### Use of our report

This report is made solely to the charity trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the trustees those matters we are required to state to trustees in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and its Trustees as a body, for our audit work, for this report, or for the opinions we have formed.

# THE BURGES SALMON CHARITABLE TRUST

PKF Francis Clark

PKF Francis Clark, Statutory Auditor  
90 Victoria Street  
Redcliffe  
BRISTOL  
BS1 6DP

Date: 29 April 2024

PKF Francis Clark is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

# THE BURGES SALMON CHARITABLE TRUST

## STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 October 2023

	Note	2023 £	2022 £
<b>INCOME FROM:</b>			
Donations	2	77,960	74,008
<b>TOTAL INCOME</b>		<u>77,960</u>	<u>74,008</u>
<b>EXPENDITURE ON:</b>			
Charitable activities	3/4	(73,200)	(72,700)
Administrative costs – support costs		(3,060)	(3,030)
<b>TOTAL EXPENDITURE</b>		<u>(76,260)</u>	<u>(75,730)</u>
<b>NET MOVEMENTS IN FUNDS</b>		<u>1,700</u>	<u>(1,722)</u>
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward		37,258	38,980
Net movement in funds for the year		1,700	(1,722)
<b>TOTAL FUNDS CARRIED FORWARD</b>	5	<u>38,958</u>	<u>37,258</u>

There were no other recognised gains or losses other than those listed above and the net surplus (2022: deficit) for the year. All income and expenditure derives from continuing activities and relates to unrestricted funds in the current and prior years.

# THE BURGES SALMON CHARITABLE TRUST

## BALANCE SHEET As at 31 October 2023

	Note	2023 £	2022 £
<b>CURRENT ASSETS</b>			
Cash at bank and in hand		38,958	37,258
Accrued Income		-	-
		<u>38,958</u>	<u>37,258</u>
<b>NET CURRENT ASSETS</b>			
		<u>38,958</u>	<u>37,258</u>
<b>FUNDS</b>			
General fund	5	<u>38,958</u>	<u>37,258</u>
<b>TOTAL FUNDS</b>		<u><u>38,958</u></u>	<u><u>37,258</u></u>

The financial statements of The Burges Salmon Charitable Trust, registered number 272522, were approved by the Board of Trustees on 23 April 2024.

They were signed on its behalf by:



A M Honeywill  
Trustee

# THE BURGES SALMON CHARITABLE TRUST

## NOTES TO THE FINANCIAL STATEMENTS (continued) For the year ended 31 October 2023

### 1. ACCOUNTING POLICIES

#### **Basis of accounting**

The Burges Salmon Charitable Trust is a public benefit entity incorporated in England and Wales.

The financial statements are prepared under the historical cost convention, in accordance with the Statement of Recommended Practice "Accounting and Reporting by Charities (SORP 2019)" applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), and the Charities Act 2011.

The principal accounting policies are set out below.

#### **Preparation of financial statements**

As explained in the Report of the Trustees on page 3, the financial statements have been prepared on a going concern basis, with the functional currency being GBP, and the Trustees, therefore, consider that the going concern assumption is an appropriate basis on which to prepare these financial statements. The Trustees are satisfied that the policy and level of reserves are appropriate for the Charity's objectives, and that it has sufficient reserves to make its regular, though uncommitted, donations for a period of at least 12 months from the date of signing these financial statements. In the year the level of incoming resources has been sufficient to meet all obligations. Accordingly, the Trustees continue to adopt the going concern basis in preparing the report of the financial statements.

#### **Critical accounting judgements and key sources of estimation uncertainty**

In applying the Charity's accounting policies, which are described in this note, the Trustees may be required to make judgements, estimates and assumptions about the carrying value of assets and liabilities that are not readily apparent from other sources. The Charity made no key judgements or estimates in the current or the prior year.

#### **Income**

Income, including accrued income, is recognised when the Charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Donations are recognised in the financial statements immediately upon receipt.

Donated services comprise audit costs and banking costs and are disclosed and recognised where the amount can be reliably measured, this includes Accrued donated services such as audit fees.

Interest from bank balances is included in the financial statements when amounts are receivable.

#### **Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Expenditure on charitable activities includes grants and donations payable and is accounted for in the statement of financial activities when an obligation arises to make a transfer of value to a third party.

#### **Recognition of liabilities**

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

# THE BURGES SALMON CHARITABLE TRUST

## NOTES TO THE FINANCIAL STATEMENTS (continued) For the year ended 31 October 2023

### Financial instruments

The charity has chosen to apply the recognition and measurement principles in FRS102. Financial assets and financial liabilities are recognised when the Charity becomes a party to the contractual provisions of the instrument. All financial assets and liabilities are initially measured at transaction price (including transaction costs), except for those financial assets classified as at fair value through profit or loss, which are initially measured at fair value (which is normally the transaction price excluding transaction costs).

Debtors are recognised at the settlement amount due. Cash at bank includes cash at bank only. Creditors and provisions are recognised where the Charity has a present obligation resulting from a past event that it is probable will result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

### Taxation

The Burges Salmon Charitable Trust is registered as a Charity and as such tax exemption applies to the income arising from and expended on charitable activities and to its investment income and gains.

### Unrestricted fund

All funds are expendable at the discretion of the Trustees in furtherance of the objectives of the Charity.

### Cash flow statement

The Charity is a small charity as defined by SORP. Consequently, the Charity has taken advantage of the exemption available under the terms of that standard and not prepared a cash flow statement.

## 2. ANALYSIS OF INCOME FROM DONATIONS

	2023 £	2022 £
Donations – individuals	54,604	52,315
Donations – individuals (Trustees)	3,940	3,761
Donations – other organisations	19,416	17,932
	<u>77,960</u>	<u>74,008</u>

Donations from other organisations include audit costs of £3,000 (2022: £3,000) donated by Burges Salmon LLP.

## 3. ANALYSIS OF EXPENDITURE ON GRANT FUNDING ACTIVITIES

<b>Activity:</b>	2023 £	2022 £
Children's charities	6,700	9,550
Community charities	55,500	52,325
Health charities	10,100	10,375
Arts and entertainment charities	400	250
Sport	-	200
Animal	500	-
Total expenditure	<u>73,200</u>	<u>72,700</u>

# THE BURGES SALMON CHARITABLE TRUST

## NOTES TO THE FINANCIAL STATEMENTS (continued) For the year ended 31 October 2023

All support costs relate to the charitable activities as a whole and comprise governance costs relating to auditing of the financial statements of £3,000 plus bank fees of £60 (2022: audit £3,000 / bank fees £30).

### 4. ANALYSIS OF GRANT EXPENDITURE

All grants to institutions	2023	2022
	£	£
<b>Activity:</b>		
Quartet Community Foundation	29,000	26,000
The Yard	4,000	3,000
Brigstowe Project	3,000	3,000
Gympanzees	3,000	3,000
One25	3,000	3,000
Bristol Law Centre	3,000	3,000
Changes Bristol	3,000	3,000
Borderlands	3,000	3,000
PROPS	1,000	1,000
Dolphin Society	750	750
Anchor Society	750	750
Lord Mayor of Bristol's Children's Appeal	750	750
Grateful Society	750	750
Individual grants of £500 or less	18,200	21,700
	<u>73,200</u>	<u>72,700</u>

### 5. FUNDS

	Balance at 31 October 2022 £	Income £	Expenditure £	Balance at 31 October 2023 £
Total funds – unrestricted	<u>37,258</u>	<u>77,960</u>	<u>(76,260)</u>	<u>38,958</u>
	Balance at 31 October 2021 £	Income £	Expenditure £	Balance at 31 October 2022 £
Total funds – unrestricted	<u>38,980</u>	<u>74,008</u>	<u>(75,730)</u>	<u>37,258</u>

# THE BURGES SALMON CHARITABLE TRUST

## NOTES TO THE FINANCIAL STATEMENTS (continued) For the year ended 31 October 2023

### 6. RELATED PARTY TRANSACTIONS

Donations are made to the Trust by members of Burges Salmon LLP of £58,544 (2022: £56,076) via gift aid payments (note 2). Burges Salmon LLP also donated the auditor's remuneration of £3,000 (2022: £3,000) and runs the Charity's administration on its behalf, which are assessed as minimal in nature for reporting purposes. The Trustees of the Charity are all members of Burges Salmon LLP and do not receive any remuneration or reimbursement of expenses from the Charity.

The Trustees who served during the year made donations totalling £3,940 (2022: £3,761).

Grants are made by Trustee approval in quarterly meetings. Total grants given out were £73,200 (2022: £72,700) (note 4). One of the charities which received a grant had a trustee in common as set out below.

<b>Connected Organisation</b>	<b>Grant £</b>	<b>Connected Trustee</b>	<b>Position Held</b>
Great Western Air Ambulance	200	J G Houlden	Trustee
	<b>200</b>		

**THE BURGESS SALMON CHARITABLE TRUST**

England & Wales - Charity number 272522

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# Accounts

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**THE BURGES SALMON  
CHARITABLE TRUST**

**Annual Report and Financial Statements**

**For the year ended 31 October 2022**

# THE BURGES SALMON CHARITABLE TRUST

## ANNUAL REPORT AND FINANCIAL STATEMENTS For the year ended 31 October 2022

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# THE BURGES SALMON CHARITABLE TRUST

## TRUSTEES AND OFFICERS

### TRUSTEES

J G Houlden  
T R M Hewitt  
M R C Shepherd  
A M Honeywill  
C L Usher-Clark  
C E de Maid  
R A Forman

### BANKERS

Bank of Scotland  
PO Box No 208  
21 Prince Street  
Bristol  
BS99 7JG

### SOLICITORS

Burges Salmon LLP  
One Glass Wharf  
Bristol  
BS2 0ZX

### INDEPENDENT AUDITOR

PKF Francis Clark  
90 Victoria Street  
Redcliffe  
Bristol  
BS1 6DP

### REGISTERED OFFICE

Burges Salmon LLP  
1 Glass Wharf  
Bristol  
BS2 0ZX

# THE BURGES SALMON CHARITABLE TRUST

## TRUSTEES' REPORT

The Trustees of The Burges Salmon Charitable Trust (The 'Charity', 'Trust') present their annual report and the audited financial statements for the year ended 31 October 2022. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019 – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

The information with respect to the registered address, Trustees, officers and advisers set out on page 1 forms part of this report.

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

#### *Governing Document*

The Burges Salmon Charitable Trust is a registered Charity in England and Wales with charity number 272522. It was constituted by a Trust Deed dated 28 October 1976. The objectives of the charity are to make charitable donations to various registered charities, as agreed by the Trustees with priority given to the Bristol area.

#### *Key management remuneration*

The charity has no employees and none of the Trustees received any remuneration or reimbursed expenses during the year (2021: £nil). The administrative costs of the Charity are borne by Burges Salmon LLP including the 2022 audit fee of £3,000 (2021: £4,000).

#### *Appointment of Trustees*

The Trustees on the date of approval of the annual report and financial statements, and who have served throughout the year and since the year-end, unless otherwise stated, are listed on page 1 of the financial statements. New Trustees are appointed by the current Trustees and serve for an indefinite period. New Trustees are fully briefed on the objectives of the Charity and their role as Trustees. This is reinforced by training as required, to equip them effectively to discharge their duties. The Trustees meet four times a year and the day-to-day administration of the Charity is delegated by the Trustees to the secretary. The current secretary is Alison Preece.

#### *Risk management*

The Charity's activities are confined to making donations and grants out of the income generated by gift aid donations and cash on the bank deposit account. The Charity does not engage in fund-raising, has no contracts, premises or tangible assets, and has no employees, volunteers or IT systems. The Trustees have reviewed the Charity's procedures for money handling and for checking the status of applicants for donations and grants. They are satisfied that the Charity's existing systems for monitoring and controlling the risks around material misstatement of income or expenditure are satisfactory. These systems adequately mitigate the impact that such risks may have on the Charity in the future. The risks and controls in place to mitigate those risks are reviewed by the Trustees on at least an annual basis.

#### *Connected persons*

Details of connected persons and transactions with them are disclosed in note 7 to the financial statements.

### **Objectives and activities**

The Charity's purpose is to make payments to such other charities as the Trustees in their discretion select.

#### *Grant making policy*

The Trustees consider primarily those applications from charities operating in Bristol and the surrounding region which support charitable projects in the community. Awards are based on the merits of the applicant's cause and its financial situation. The Trustees will generally support small to medium-sized charities rather than large national charities.

# THE BURGES SALMON CHARITABLE TRUST

## TRUSTEES' REPORT

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

When considering applications, the Trustees will consider whether the work being undertaken by the Charity or organisation is in keeping with the Trust's policy outlined above. The Trustees, in making donations, have referred to the Charity Commission guidance on public benefit and believe that the policy of confining donations to those which support projects in the community, which demonstrate public benefit as defined, is in keeping with that guidance. In particular the Trustees consider how planned activities will contribute to the Charity's aims and the objectives they have set and have therefore complied with the duty in section 17 of the Charities Act 2011, for example the Charity has donated to another charitable company which aims to tackle immediate needs and long term change within the local community.

### **Achievements and performance**

During the year the Trust made donations totalling £72,700 (2021: £79,250) to 90 (2021: 84) different charities. These donations were all for sums of £500 or under (2021: £500), with the exception of £26,000 (2021: £36,000) to the Quartet Community Foundation, itself a grant making body and a charity, £3,000 to the Brigstowe Project (2021: £3,000), £3,000 to Gympanzees (2021: £3,350), £3,000 to Borderlands (2021: £nil), £3,000 to Changes Bristol (2021: £nil), £3,000 to the One25 (2021: £3,000), £3,000 to the The Yard (2021: £3,000), £3,000 to the Bristol Law Centre (2021: £3,000), £1,000 to PROPS (2021: £nil), £750 to Dolphin Society (2021: £1,150), £750 to Anchor Society (2021: £1,000), £750 to Grateful Society (2021: £1,000), £750 to Lord Mayor of Bristol's Children Appeal (2021: £1,000), £nil to Baby Bank Network (2021: £3,000), £nil to Shelter (2021: £850), £nil to North Bristol Advice Centre (2021: £700), £nil to Bristol Children's Help Society (2021: £600). Recipient charities included several children's charities, medical support and research charities, charitable community and victim support groups and some art and entertainment charities. Most of these charities are located in Bristol or the surrounding region.

### **Financial review**

#### *Income received*

The Trust receives income in the form of donations made to it by members of Burges Salmon LLP, the gift aid reclaimed in relation to the members' donations and also bank interest. For the year ended 31 October 2022 incoming resources totalled £74,008 (2021: £78,973).

#### *Investment policy*

The Trust has no funds other than those held in the main bank account on which interest is received.

#### *Reserves policy*

Since 1 May 2007 the Charity has been funded via quarterly gift aided donations. The Trustees believe that it is not necessary to hold back any unrestricted funds not committed ("the free funds") as it is very unlikely that there will be any unforeseen drop in income or funding as the gift aided donations are made in advance of the charity making its donations. The free funds vary from time to time dependent on a number of factors including the number of requests received and the size of grants given. The Trustees are careful to avoid donations which are not in furtherance of the Charity's objectives, and as such the level of reserves fluctuate depending on the number and size of suitable requests received, and whether any monies have been held back, though uncommitted, for specific regular donations. As at the balance sheet date these funds amounted to £37,258 (2021: £38,980).

### **Going concern**

The Trustees are of the opinion that the financial position of the Charity is satisfactory and anticipate no difficulties in meeting its obligations. The Trustees are satisfied that the policy and level of reserves are appropriate for the Charity's objectives, and that it has sufficient reserves to make its regular, though uncommitted, donations for a period of at least 12 months from the date of signing these financial statements. In the year the level of incoming resources has been sufficient to meet all obligations. Accordingly, the Trustees continue to adopt the going concern basis in preparing the report of the financial statements, having noted that the effects of the Covid-19 pandemic have not affected the level of incoming resources.

# THE BURGES SALMON CHARITABLE TRUST

## TRUSTEES' REPORT

### Plans for future periods

The Trustees intend to adopt a similar pattern of donations in future years to that described in the current objectives and activities and expect the level of activity to continue to be similar in the foreseeable future.

### Trustees' Responsibilities

The Trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the Charity for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for the maintenance and integrity of the Charity and financial information included on the Charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

### Independent auditor

PKF Francis Clark have been appointed as auditor for the financial year and have indicated their willingness to be reappointed for another term and appropriate arrangements are being made for them to be reappointed as auditor.

On behalf of the Trustees:



A M Honeywill  
Trustee

Approved by the Trustees on 20 July 2023

# THE BURGES SALMON CHARITABLE TRUST

## INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF THE BURGES SALMON CHARITABLE TRUST

### Opinion

We have audited the financial statements of The Burges Salmon Charitable Trust (the 'charity') for the year ended 31 October 2022, which comprise the Statement of Financial Activities, Balance Sheet, and Notes to the Financial Statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is United Kingdom Accounting Standards, comprising Charities SORP - FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and applicable law (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 October 2022 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the original financial statements were authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

### Other information

The Trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

# THE BURGES SALMON CHARITABLE TRUST

## **Matters on which we are required to report by exception**

In the light of our knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report.

We have nothing to report in respect of the following matters where the Charities (Accounts and Report) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Trustees' Report is inconsistent in any material respect with the financial statements; or
- the financial statements are not in agreement with the accounting records and returns; or
- sufficient accounting records have not been kept; or
- we have not received all the information and explanations we require for our audit.

## **Responsibilities of trustees**

As explained more fully in the Statement of Trustees' Responsibilities (set out on page 4), the Trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

## **Auditor's responsibilities for the audit of the financial statements**

We have been appointed as auditor under section 145 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the FRC's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

## **Extent to which the audit was considered capable of detecting irregularities, including fraud**

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

We considered the nature of the charity's industry and its control environment and reviewed the charity's documentation of their policies and procedures relating to fraud and compliance with laws and regulations. We also enquired of management about their own identification and assessment of the risks of irregularities.

As part of our audit planning, through discussions with management, we obtained an understanding of the legal and regulatory framework that is applicable to the charity and the sector in which it operates to identify the key law and regulations affecting the charity.

These included compliance with the Trust Deed and Charity Commission requirements. We also considered those laws and regulations that have a direct impact on the preparation of the financial statements such as the Charities Act 2011 and compliance with the Charities Statement of Recommended Practice.

## THE BURGES SALMON CHARITABLE TRUST

We discussed with management how the compliance with these laws and regulations is monitored and we discussed the policies and procedures in place. We also identified the individuals who deal with any issues if they arise. We assessed the susceptibility of the charity's financial statements to material misstatement, including how fraud might occur as part of the audit planning process.

We determined that these risks are low considering the fact that the charity operates on a not-for-profit basis and so there would be no motivation for management to influence performance for individual gain. Likewise grant awards are approved by the board, further reducing the risk of fraud.

Based on this understanding we designed our audit procedures to identify non-compliance with such laws and regulations. Our procedures involved the following:

- Enquiries of management and those charged with governance regarding their knowledge of any non-compliance with laws and regulations that could affect the financial statements;
- Reviewed legal and professional costs to identify any possible non compliance or legal costs in respect of non compliance; and
- Reviewed trustee meeting minutes.

We audited the risk of management override of controls through testing journal entries and other adjustments for appropriateness and evaluating the business rationale of significant transactions.

As part of our enquiries, we discussed with management whether there have been any known instances, allegations or suspicions of fraud, of which there were none.

As a result of performing the above, we identified the greatest potential for fraud in the following areas, and our specific procedures performed to address it are described below:

- Completeness of donation income - We tested the data and calculations provided to back up the members' donation income balance. We confirmed that the list of partners is complete and that the donation percentages have been authorised by the partnership committee.
- Appropriateness of grant payments – We tested a sample of grants issued in the year to ensure that the expenditure is in line with the charitable objectives. We tested a sample of payments, reviewing the board minutes to ensure each grant payment was approved, and vice versa.

Because of the inherent limitation of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements. This risk increases the further removed non-compliance with laws and regulations is from the events and transactions reflected in the financial statements as we are less likely to become aware of instances of non-compliance. The risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment, collusion, omission or misrepresentation.

### Use of our report

This report is made solely to the charity trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the trustees those matters we are required to state to trustees in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and its Trustees as a body, for our audit work, for this report, or for the opinions we have formed.

# THE BURGES SALMON CHARITABLE TRUST

PKF Francis Clark

PKF Francis Clark, Statutory Auditor  
90 Victoria Street  
Redcliffe  
BRISTOL  
BS1 6DP

Date: 21 July 2023

PKF Francis Clark is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

# THE BURGES SALMON CHARITABLE TRUST

## STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 October 2022

	Note	2022 £	2021 £
<b>INCOME FROM:</b>			
Donations	2	74,008	78,973
<b>TOTAL INCOME</b>		<u>74,008</u>	<u>78,973</u>
<b>EXPENDITURE ON:</b>			
Charitable activities	3/4	(72,700)	(79,250)
Administrative costs – support costs		(3,030)	(4,030)
<b>TOTAL EXPENDITURE</b>		<u>(75,730)</u>	<u>(83,280)</u>
<b>NET MOVEMENTS IN FUNDS</b>		<u>(1,722)</u>	<u>(4,307)</u>
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward		38,980	43,287
Net movement in funds for the year		(1,722)	(4,307)
<b>TOTAL FUNDS CARRIED FORWARD</b>	5	<u>37,258</u>	<u>38,980</u>

There were no other recognised gains or losses other than those listed above and the net deficit (2021: deficit) for the year. All income and expenditure derives from continuing activities and relates to unrestricted funds in the current and prior years.

# THE BURGES SALMON CHARITABLE TRUST

## BALANCE SHEET As at 31 October 2022

	Note	2022 £	2021 £
<b>CURRENT ASSETS</b>			
Cash at bank and in hand		37,258	32,494
Accrued Income		-	6,486
		<u>37,258</u>	<u>38,980</u>
<b>NET CURRENT ASSETS</b>			
		<u>37,258</u>	<u>38,980</u>
<b>FUNDS</b>			
General fund	5	<u>37,258</u>	<u>38,980</u>
<b>TOTAL FUNDS</b>			
		<u><u>37,258</u></u>	<u><u>38,980</u></u>

The financial statements of The Burges Salmon Charitable Trust, registered number 272522, were approved by the Board of Trustees on 20 July 2023.

They were signed on its behalf by:



A M Honeywill  
Trustee

# THE BURGES SALMON CHARITABLE TRUST

## NOTES TO THE FINANCIAL STATEMENTS (continued) For the year ended 31 October 2022

### 1. ACCOUNTING POLICIES

#### **Basis of accounting**

The Burges Salmon Charitable Trust is a public benefit entity incorporated in England and Wales.

The financial statements are prepared under the historical cost convention, in accordance with the Statement of Recommended Practice "Accounting and Reporting by Charities (SORP 2019)" applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), and the Charities Act 2011.

The principal accounting policies are set out below.

#### **Preparation of financial statements**

As explained in the Report of the Trustees on page 3, the financial statements have been prepared on a going concern basis, with the functional currency being GBP, and the Trustees, therefore, consider that the going concern assumption is an appropriate basis on which to prepare these financial statements. The Trustees are satisfied that the policy and level of reserves are appropriate for the Charity's objectives, and that it has sufficient reserves to make its regular, though uncommitted, donations for a period of at least 12 months from the date of signing these financial statements. In the year the level of incoming resources has been sufficient to meet all obligations. Accordingly, the Trustees continue to adopt the going concern basis in preparing the report of the financial statements.

#### **Critical accounting judgements and key sources of estimation uncertainty**

In applying the Charity's accounting policies, which are described in this note, the Trustees may be required to make judgements, estimates and assumptions about the carrying value of assets and liabilities that are not readily apparent from other sources. The Charity made no key judgements or estimates in the current or the prior year.

#### **Income**

Income, including accrued income, is recognised when the Charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Donations are recognised in the financial statements immediately upon receipt.

Donated services comprise audit costs and banking costs and are disclosed and recognised where the amount can be reliably measured, this includes Accrued donated services such as audit fees.

Interest from bank balances is included in the financial statements when amounts are receivable.

#### **Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Expenditure on charitable activities includes grants and donations payable and is accounted for in the statement of financial activities when an obligation arises to make a transfer of value to a third party.

#### **Recognition of liabilities**

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

# THE BURGES SALMON CHARITABLE TRUST

## NOTES TO THE FINANCIAL STATEMENTS (continued) For the year ended 31 October 2022

### Financial instruments

The charity has chosen to apply the recognition and measurement principles in FRS102. Financial assets and financial liabilities are recognised when the Charity becomes a party to the contractual provisions of the instrument. All financial assets and liabilities are initially measured at transaction price (including transaction costs), except for those financial assets classified as at fair value through profit or loss, which are initially measured at fair value (which is normally the transaction price excluding transaction costs).

Debtors are recognised at the settlement amount due. Cash at bank includes cash at bank only. Creditors and provisions are recognised where the Charity has a present obligation resulting from a past event that it is probable will result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

### Taxation

The Burges Salmon Charitable Trust is registered as a Charity and as such tax exemption applies to the income arising from and expended on charitable activities and to its investment income and gains.

### Unrestricted fund

All funds are expendable at the discretion of the Trustees in furtherance of the objectives of the Charity.

### Cash flow statement

The Charity is a small charity as defined by SORP. Consequently, the Charity has taken advantage of the exemption available under the terms of that standard and not prepared a cash flow statement.

## 2. ANALYSIS OF INCOME FROM DONATIONS

	2022 £	2021 £
Donations – individuals	52,315	55,315
Donations – individuals (Trustees)	3,761	4,021
Donations – other organisations	17,932	19,637
	<u>74,008</u>	<u>78,973</u>

Donations from other organisations include audit costs of £3,000 (2021: £4,000) donated by Burges Salmon LLP.

## 3. ANALYSIS OF EXPENDITURE ON GRANT FUNDING ACTIVITIES

	2022 £	2021 £
<b>Activity:</b>		
Children's charities	9,550	10,600
Community charities	52,325	58,450
Health charities	10,375	9,550
Arts and entertainment charities	250	650
Sport	200	-
	<u>72,700</u>	<u>79,250</u>

All support costs relate to the charitable activities as a whole and comprise governance costs relating to auditing of the financial statements of £3,000 plus bank fees of £30 (2021: audit £4,000 / bank fees £30).

# THE BURGESS SALMON CHARITABLE TRUST

## NOTES TO THE FINANCIAL STATEMENTS (continued) For the year ended 31 October 2022

### 4. ANALYSIS OF GRANT EXPENDITURE

All grants to institutions	2022 £	2021 £
<b>Activity:</b>		
Quartet Community Foundation	26,000	36,000
Gympanzees	3,000	3,350
Brigstowe Project	3,000	3,000
Baby Bank Network	-	3,000
One25	3,000	3,000
The Yard	3,000	3,000
Bristol Law Centre	3,000	3,000
Changes Bristol	3,000	-
Borderlands	3,000	-
PROPS	1,000	-
Dolphin Society	750	1,150
Anchor Society	750	1,000
Lord Mayor of Bristol's Children's Appeal	750	1,000
Grateful Society	750	1,000
Shelter	-	850
North Bristol Advice Centre	-	700
Bristol Children's Help Society	-	600
Individual grants of £500 or less	21,700	18,600
	<u>72,700</u>	<u>79,250</u>
<b>Total Expenditure</b>	<u>72,700</u>	<u>79,250</u>

### 5. FUNDS

	Balance at 31 October 2021 £	Income £	Expenditure £	Balance at 31 October 2022 £
Total funds – unrestricted	<u>38,980</u>	<u>74,008</u>	<u>(75,730)</u>	<u>37,258</u>
	<b>Balance at 31 October 2020 £</b>	<b>Income £</b>	<b>Expenditure £</b>	<b>Balance at 31 October 2021 £</b>
Total funds – unrestricted	<u>43,287</u>	<u>78,973</u>	<u>(83,280)</u>	<u>38,980</u>

# THE BURGES SALMON CHARITABLE TRUST

## NOTES TO THE FINANCIAL STATEMENTS (continued)

For the year ended 31 October 2022

### 6. RELATED PARTY TRANSACTIONS

Donations are made to the Trust by members of Burges Salmon LLP of £56,076 (2021: £59,336) via gift aid payments (note 2). Burges Salmon LLP also donated the auditor's remuneration of £3,000 (2021: £4,000) and runs the Charity's administration on its behalf, which are assessed as minimal in nature for reporting purposes. The Trustees of the Charity are all members of Burges Salmon LLP and do not receive any remuneration or reimbursement of expenses from the Charity. The Trustees who served during the year made donations totalling £3,761 (2021: £4,271), details as follows:

<b>Connected Organisation</b>	<b>Donation £</b>	<b>Connected Trustee</b>	<b>Position Held</b>
Burges Salmon LLP	796	J G Houlden	Member
Burges Salmon LLP	546	T R M Hewitt	Member
Burges Salmon LLP	796	M R C Shepherd	Member
Burges Salmon LLP	340	A M Honeywill	Member
Burges Salmon LLP	637	C L Usher-Clark	Member
Burges Salmon LLP	256	C E de Maid	Member
Burges Salmon LLP	390	R A Forman	Member
	<b>3,761</b>		

**THE BURGESS SALMON CHARITABLE TRUST**

England & Wales - Charity number 272522

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# Accounts

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**THE BURGESS SALMON  
CHARITABLE TRUST**

**Annual Report and Financial Statements**

**For the year ended 31 October 2021**

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# THE BURGESS SALMON CHARITABLE TRUST

## ANNUAL REPORT AND FINANCIAL STATEMENTS For the year ended 31 October 2021

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# THE BURGES SALMON CHARITABLE TRUST

## TRUSTEES AND OFFICERS

### TRUSTEES

J G Houlden  
T R M Hewitt  
M R C Shepherd  
A M Honeywill  
C L Usher-Clark  
C E de Maid  
R A Forman

### BANKERS

Bank of Scotland  
PO Box No 208  
21 Prince Street  
Bristol  
BS99 7JG

### SOLICITORS

Burges Salmon LLP  
One Glass Wharf  
Bristol  
BS2 0ZX

### INDEPENDENT AUDITOR

Deloitte LLP  
Statutory Auditor  
5 Callaghan Square  
Cardiff  
United Kingdom  
CF10 5BT

### REGISTERED OFFICE

Burges Salmon LLP  
1 Glass Wharf  
Bristol  
BS2 0ZX

# THE BURGES SALMON CHARITABLE TRUST

## TRUSTEES' REPORT

The Trustees of The Burges Salmon Charitable Trust (The 'Charity', 'Trust') present their annual report and the audited financial statements for the year ended 31 October 2021. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019 – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

The information with respect to the registered address, Trustees, officers and advisers set out on page 1 forms part of this report.

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

#### *Governing Document*

The Burges Salmon Charitable Trust is a registered Charity in England and Wales with charity number 272522. It was constituted by a Trust Deed dated 28 October 1976. The objectives of the charity are to make charitable donations to various registered charities, as agreed by the Trustees with priority given to the Bristol area.

#### *Key management remuneration*

The charity has no employees and none of the Trustees received any remuneration or reimbursed expenses during the year (2020: £nil). The administrative costs of the Charity are borne by Burges Salmon LLP including the 2021 audit fee of £4,000 (2020: £3,750).

#### *Appointment of Trustees*

The Trustees on the date of approval of the annual report and financial statements, and who have served throughout the year and since the year-end, unless otherwise stated, are listed on page 1 of the financial statements. New Trustees are appointed by the current Trustees and serve for an indefinite period. New Trustees are fully briefed on the objectives of the Charity and their role as Trustees. This is reinforced by training as required, to equip them effectively to discharge their duties. The Trustees meet four times a year and the day-to-day administration of the Charity is delegated by the Trustees to the secretary. The current secretary is Alison Preece.

#### *Risk management*

The Charity's activities are confined to making donations and grants out of the income generated by gift aid donations and cash on bank deposit account. The Charity does not engage in fund-raising, has no contracts, premises or tangible assets, and has no employees, volunteers or IT systems. The Trustees have reviewed the Charity's procedures for money handling and for checking the status of applicants for donations and grants. They are satisfied that the Charity's existing systems for monitoring and controlling the risks around material misstatement of income or expenditure are satisfactory. These systems adequately mitigate the impact that such risks may have on the Charity in the future. The risks and controls in place to mitigate those risks are reviewed by the Trustees on at least an annual basis.

#### *Connected persons*

Details of connected persons and transactions with them are disclosed in note 7 to the financial statements.

### **Objectives and activities**

The Charity's purpose is to make payments to such other charities as the Trustees in their discretion select.

#### *Grant making policy*

The Trustees consider primarily those applications from charities operating in Bristol and the surrounding region which support charitable projects in the community. Awards are based on the merits of the applicant's cause and its financial situation. The Trustees will generally support small to medium-sized charities rather than large national charities.

# THE BURGES SALMON CHARITABLE TRUST

## TRUSTEES' REPORT

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

When considering applications, the Trustees will consider whether the work being undertaken by the Charity or organisation is in keeping with the Trust's policy outlined above. The Trustees, in making donations, have referred to the Charity Commission guidance on public benefit and believe that the policy of confining donations to those which support projects in the community, which demonstrate public benefit as defined, is in keeping with that guidance. In particular the Trustees consider how planned activities will contribute to the Charity's aims and the objectives they have set and have therefore complied with the duty in section 17 of the Charities Act 2011, for example the Charity has donated to another charitable company which aims to tackle immediate needs and long term change within the local community.

### **Achievements and performance**

During the year the Trust made donations totalling £79,250 (2020: £78,825) to 84 (2020: 36) different charities. These donations were all for sums of £500 or under (2020: £500), with the exception of £36,000 (2020 £64,375) to the Quartet Community Foundation, itself a grant making body and a charity, £3,000 to the Brigstowe Project (2020: £nil), £3,350 to Gympanzees (2020: £nil), £3,000 to Baby Bank Network (2020: £3,000), £3,000 to the One25 (2020: £nil), £3,000 to the The Yard (2020: £nil), £3,000 to the Bristol Law Centre (2020: £nil), £1,150 to Dolphin Society (2020: £nil), £1,000 to Anchor Society (2020: £nil), £1,000 to Grateful Society (2020: £nil), £1,000 to Lord Mayor of Bristol's Children Appeal (2020: £nil), £850 to Shelter (2020: £nil), £700 to North Bristol Advice Centre (2020: £nil), £600 to Bristol Children's Help Society (2020: £nil) £nil to the Barnardos (2020: £3,000), £nil to the Wellspring Settlement (2020: £3,000), and £nil to St Mungo's (2020: £600). Recipient charities included several children's charities, medical support and research charities, charitable community and victim support groups and some art and entertainment charities. Most of these charities are located in Bristol or the surrounding region.

### **Financial review**

#### *Income received*

The Trust receives income in the form of donations made to it by members of Burges Salmon LLP, the gift aid reclaimed in relation to the members' donations and also bank interest. For the year ended 31 October 2021 incoming resources totalled £78,973 (2020: £107,794).

#### *Investment policy*

The Trust has no funds other than those held in the main bank account on which interest is received.

#### *Reserves policy*

Since 1 May 2007 the Charity has been funded via quarterly gift aided donations. The Trustees believe that it is not necessary to hold back any unrestricted funds not committed ("the free funds") as it is very unlikely that there will be any unforeseen drop in income or funding as the gift aided donations are made in advance of the charity making its donations. The free funds vary from time to time dependent on a number of factors including the number of requests received and the size of grants given. The Trustees are careful to avoid donations which are not in furtherance of the Charity's objectives, and as such the level of reserves fluctuate depending on the number and size of suitable requests received, and whether any monies have been held back, though uncommitted, for specific regular donations. As at the balance sheet date these funds amounted to £38,980 (2020: £43,287).

### **Going concern**

The Trustees are of the opinion that the financial position of the Charity is satisfactory and anticipate no difficulties in meeting its obligations. The Trustees are satisfied that the policy and level of reserves are appropriate for the Charity's objectives, and that it has sufficient reserves to make its regular, though uncommitted, donations for a period of at least 12 months from the date of signing these financial statements. In the year the level of incoming resources has been sufficient to meet all obligations. Accordingly, the Trustees continue to adopt the going concern basis in preparing the report of the financial statements, having noted that the effects of the Covid-19 pandemic have not affected the level of incoming resources.

# THE BURGESS SALMON CHARITABLE TRUST

## TRUSTEES' REPORT

### Plans for future periods

The Trustees intend to adopt a similar pattern of donations in future years to that described in the current objectives and activities and expect the level of activity to continue to be similar in the foreseeable future. The Trustees will assess whether to redirect some future grants to charities dealing with Covid-19 related hardship and effects.

### Trustees' Responsibilities

The Trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the Charity for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for the maintenance and integrity of the Charity and financial information included on the Charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

### Independent auditor

Deloitte LLP have been appointed as auditor for the financial year and have indicated their willingness to be reappointed for another term and appropriate arrangements are being made for them to be reappointed as auditor.

On behalf of the Trustees:



A M Honeywill  
Trustee

Approved by the Trustees on 28 July 2022

# THE BURGES SALMON CHARITABLE TRUST

## INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF THE BURGES SALMON CHARITABLE TRUST

### Report on the audit of the financial statements

#### Opinion

In our opinion the financial statements of The Burges Salmon Charitable Trust (the 'charity'):

- give a true and fair view of the state of the charity's affairs as at 31 October 2021 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland"; and
- have been prepared in accordance with the Charities Act 2011 and the trust deed.

We have audited the financial statements which comprise:

- the statement of financial activities (including the income and expenditure account);
- the balance sheet; and
- the related notes 1 to 7.

The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" (United Kingdom Generally Accepted Accounting Practice).

#### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the auditor's responsibilities for the audit of the financial statements section of our report.

We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the Financial Reporting Council's (the 'FRC's') Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

#### Other information

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

## THE BURGES SALMON CHARITABLE TRUST

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

### Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

### Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 145 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the FRC's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

### Extent to which the audit was considered capable of detecting irregularities, including fraud

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below.

We considered the nature of the charity's industry and its control environment, and reviewed the charity's documentation of their policies and procedures relating to fraud and compliance with laws and regulations. We also enquired of management about their own identification and assessment of the risks of irregularities.

We obtained an understanding of the legal and regulatory framework that the charity operates in, and identified the key laws and regulations that:

- had a direct effect on the determination of material amounts and disclosures in the financial statements. These included Trust Deed, Charities Act, Charities (Accounts and Reports) Regulations 2008; and
- do not have a direct effect on the financial statements but compliance with which may be fundamental to the charity's ability to operate or to avoid a material penalty. This included the Charities Commission.

We discussed among the audit engagement team regarding the opportunities and incentives that may exist within the organisation for fraud and how and where fraud might occur in the financial statements.

## THE BURGES SALMON CHARITABLE TRUST

As a result of performing the above, we identified the greatest potential for fraud in the following areas, and our specific procedures performed to address it are described below:

- Completeness of donation income - We tested the data and calculations provided to back up the members' donation income balance. We confirmed that the list of partners is complete and accurate by agreeing to minutes of board meetings and that the donation percentages have been authorised by the partnership committee.

In common with all audits under ISAs (UK), we are also required to perform specific procedures to respond to the risk of management override. In addressing the risk of fraud through management override of controls, we tested the appropriateness of journal entries and other adjustments; assessed whether the judgements made in making accounting estimates are indicative of a potential bias; and evaluated the business rationale of any significant transactions that are unusual or outside the normal course of business.

In addition to the above, our procedures to respond to the risks identified included the following:

- reviewing financial statement disclosures by testing to supporting documentation to assess compliance with provisions of relevant laws and regulations described as having a direct effect on the financial statements;
- performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud;
- enquiring of management concerning actual and potential litigation and claims, and instances of non-compliance with laws and regulations; and
- reading minutes of meetings of those charged with governance.

### Report on other legal and regulatory requirements

#### Matters on which we are required to report by exception

Under the Charities (Accounts and Reports) Regulations 2008 we are required to report in respect of the following matters if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

We have nothing to report in respect of these matters.

#### Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.



Deloitte LLP  
Statutory Auditor  
Cardiff, United Kingdom  
28 July 2022

Deloitte LLP is eligible for appointment as auditor for the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

# THE BURGESS SALMON CHARITABLE TRUST

## STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 October 2021

	Note	2021 £	2020 £
<b>INCOME FROM:</b>			
Donations	2	78,973	107,627
Investments income	3	-	167
<b>TOTAL INCOME</b>		<u>78,973</u>	<u>107,794</u>
<b>EXPENDITURE ON:</b>			
Charitable activities	4	(79,250)	(78,825)
Administrative costs – support costs		(4,030)	(4,080)
<b>TOTAL EXPENDITURE</b>		<u>(83,280)</u>	<u>(82,905)</u>
<b>NET MOVEMENTS IN FUNDS</b>		<u>(4,307)</u>	<u>24,889</u>
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward		43,287	18,398
Net movement in funds for the year		(4,307)	24,889
<b>TOTAL FUNDS CARRIED FORWARD</b>	6	<u>38,980</u>	<u>43,287</u>

There were no other recognised gains or losses other than those listed above and the net deficit (2020: surplus) for the year. All income and expenditure derives from continuing activities and relates to unrestricted funds in the current and prior years.

# THE BURGES SALMON CHARITABLE TRUST

## BALANCE SHEET As at 31 October 2021

	Note	2021 £	2020 £
<b>CURRENT ASSETS</b>			
Cash at bank and in hand		32,494	43,287
Accrued Income		6,486	-
<b>NET CURRENT ASSETS</b>		<u>38,980</u>	<u>43,287</u>
<b>FUNDS</b>			
General fund	6	<u>38,980</u>	<u>43,287</u>
<b>TOTAL FUNDS</b>		<u><u>38,980</u></u>	<u><u>43,287</u></u>

The financial statements of The Burges Salmon Charitable Trust, registered number 272522, were approved by the Board of Trustees on 28 July 2022. They were signed on its behalf by:



A M Honeywill  
Trustee

# THE BURGES SALMON CHARITABLE TRUST

## NOTES TO THE FINANCIAL STATEMENTS For the year ended 31 October 2021

### 1. ACCOUNTING POLICIES

#### **Basis of accounting**

The Bures Salmon Charitable Trust is a public benefit entity incorporated in England and Wales.

The financial statements are prepared under the historical cost convention, in accordance with the Statement of Recommended Practice "Accounting and Reporting by Charities (SORP 2019)" applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), and the Charities Act 2011.

The Trust constitutes a charitable incorporated organisation.

The principal accounting policies are set out below.

#### **Preparation of financial statements**

As explained in the Report of the Trustees on page 3, the financial statements have been prepared on a going concern basis, with the functional currency being GBP, and the Trustees, therefore, consider that the going concern assumption is an appropriate basis on which to prepare these financial statements. The Trustees are satisfied that the policy and level of reserves are appropriate for the Charity's objectives, and that it has sufficient reserves to make its regular, though uncommitted, donations for a period of at least 12 months from the date of signing these financial statements. In the year the level of incoming resources has been sufficient to meet all obligations. Accordingly, the Trustees continue to adopt the going concern basis in preparing the report of the financial statements, having noted that the effects of the Covid-19 pandemic have not affected the level of incoming resources.

#### **Critical accounting judgements and key sources of estimation uncertainty**

In applying the Charity's accounting policies, the Trustees may be required to make judgements, estimates and assumptions about the carrying amounts of assets and liabilities that are not readily apparent from other sources. The Charity made no key judgements or estimates in the current or the prior year.

#### **Income**

Income, including accrued income, is recognised when the Charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Donations are recognised in the financial statements immediately upon receipt.

Donated services comprise audit costs and banking costs and are disclosed and recognised where the amount can be reliably measured, this includes Accrued donated services such as audit fees.

Interest from bank balances is included in the financial statements when amounts are receivable.

#### **Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Expenditure on charitable activities includes grants and donations payable and is accounted for in the statement of financial activities when an obligation arises to make a transfer of value to a third party.

#### **Recognition of liabilities**

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

# THE BURGES SALMON CHARITABLE TRUST

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 October 2021

### Financial instruments

Financial assets and financial liabilities are recognised when the Charity becomes a party to the contractual provisions of the instrument. All financial assets and liabilities are initially measured at transaction price (including transaction costs), except for those financial assets classified as at fair value through profit or loss, which are initially measured at fair value (which is normally the transaction price excluding transaction costs).

Debtors are recognised at the settlement amount due. Cash at bank includes cash at bank only. Creditors and provisions are recognised where the Charity has a present obligation resulting from a past event that it is probable will result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

# THE BURGES SALMON CHARITABLE TRUST

## NOTES TO THE FINANCIAL STATEMENTS (continued) For the year ended 31 October 2021

### 1. ACCOUNTING POLICIES (continued)

#### Taxation

The Burges Salmon Charitable Trust is registered as a Charity and as such tax exemption applies to the income arising from and expended on charitable activities and to its investment income and gains.

#### Unrestricted fund

All funds are expendable at the discretion of the Trustees in furtherance of the objectives of the Charity.

#### Cash flow statement

The Charity is a small charity as defined by SORP. Consequently, the Charity has taken advantage of the exemption available under the terms of that standard and not prepared a cash flow statement.

### 2. ANALYSIS OF INCOME FROM DONATIONS

	2021 £	2020 £
Donations – individuals	55,315	46,111
Donations – individuals (Trustees)	4,021	36,707
Donations – other organisations	19,637	24,809
	<u>78,973</u>	<u>107,627</u>

Donations from other organisations include audit costs of £4,000 (2020: £3,750) donated by Burges Salmon LLP.

### 3. ANALYSIS OF INCOME FROM INVESTMENTS

	2021 £	2020 £
Interest on bank balances	-	167
	<u>-</u>	<u>167</u>

### 4. ANALYSIS OF EXPENDITURE ON GRANT FUNDING ACTIVITIES

Activity:	2021 £	2020 £
Children's charities	10,600	6,800
Community charities	58,450	67,925
Health charities	9,550	4,100
Arts and entertainment charities	650	-
Total expenditure	<u>79,250</u>	<u>78,825</u>

All support costs relate to the charitable activities as a whole and comprise governance costs relating to auditing of the financial statements of £4,000 plus bank fees of £30 (2020: audit £3,750 / bank fees £330).

# THE BURGESS SALMON CHARITABLE TRUST

## NOTES TO THE FINANCIAL STATEMENTS (continued)

For the year ended 31 October 2021

### 5. ANALYSIS OF GRANT EXPENDITURE

All grants to institutions	2021	2020
	£	£
<b>Activity:</b>		
Quartet Community Foundation	36,000	64,375
Gympanzees	3,350	-
Brigstowe Project	3,000	-
Baby Bank Network	3,000	3,000
One25	3,000	-
The Yard	3,000	-
Bristol Law Centre	3,000	-
Dolphin Society	1,150	-
Anchor Society	1,000	-
Lord Mayor of Bristol's Children's Appeal	1,000	-
Grateful Society	1,000	-
Shelter	850	-
North Bristol Advice Centre	700	-
Bristol Children's Help Society	600	-
Barnardos	-	3,000
Wellspring Settlement	-	3,000
St Mungo's	-	600
Individual grants of £500 or less	18,600	4,850
<b>Total Expenditure</b>	<b>79,250</b>	<b>78,825</b>

### 6. FUNDS

	Balance at 31 October 2020 £	Income £	Expenditure £	Balance at 31 October 2021 £
Total funds – unrestricted	43,287	78,973	(83,280)	38,980

	Balance at 31 October 2019 £	Income £	Expenditure £	Balance at 31 October 2020 £
Total funds – unrestricted	18,398	107,794	(82,905)	43,287

## THE BURGES SALMON CHARITABLE TRUST

### NOTES TO THE FINANCIAL STATEMENTS (continued)

For the year ended 31 October 2021

#### 7. RELATED PARTY TRANSACTIONS

Donations are made to the Trust by members of Burges Salmon LLP of £59,336 (2020: £82,818) via gift aid payments (note 2). Burges Salmon LLP also donated the auditor's remuneration of £4,000 (2020: £3,750) and runs the Charity's administration on its behalf, which are assessed as minimal in nature for reporting purposes. The Trustees of the Charity are all members of Burges Salmon LLP and do not receive any remuneration or reimbursement of expenses from the Charity. The Trustees who served during the year made donations totalling £4,271 (2020: £36,707), details as follows:

Connected Organisation	Donation £	Connected Trustee	Position Held
Burges Salmon LLP	882	J G Houlden	Member
Burges Salmon LLP	605	T R M Hewitt	Member
Burges Salmon LLP	881	M R C Shepherd	Member
Burges Salmon LLP	705	A M Honeywill	Member
Burges Salmon LLP	321	C L Usher-Clark	Member
Burges Salmon LLP	245	C E de Maid	Member
Burges Salmon LLP	382	R A Forman	Member
Great Western Air Ambulance	250	J G Houlden	Trustee
	<b>4,271</b>		

**THE BURGESS SALMON CHARITABLE TRUST**

England & Wales - Charity number 272522

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# Accounts

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**THE BURGES SALMON  
CHARITABLE TRUST**

**Annual Report and Financial Statements**

**For the year ended 31 October 2020**

# THE BURGES SALMON CHARITABLE TRUST

## ANNUAL REPORT AND FINANCIAL STATEMENTS For the year ended 31 October 2020

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# THE BURGES SALMON CHARITABLE TRUST

## TRUSTEES AND OFFICERS

### TRUSTEES

J E Barnett (resigned 19 October 2020)  
J G Houlden  
T R M Hewitt  
M R C Shepherd  
A M Honeywill  
C L Usher-Clark  
C E de Maid (appointed 19 October 2020)  
R A Forman (appointed 19 October 2020)

### BANKERS

Bank of Scotland  
PO Box No 208  
21 Prince Street  
Bristol  
BS99 7JG

### SOLICITORS

Burges Salmon LLP  
One Glass Wharf  
Bristol  
BS2 0ZX

### INDEPENDENT AUDITOR

Deloitte LLP  
Statutory Auditor  
5 Callaghan Square  
Cardiff  
United Kingdom  
CF10 5BT

### REGISTERED OFFICE

Burges Salmon LLP  
1 Glass Wharf  
Bristol  
BS2 0ZX

# THE BURGES SALMON CHARITABLE TRUST

## TRUSTEES' REPORT

The Trustees present their annual report and the audited financial statements for the year ended 31 October 2020. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019 – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

The information with respect to the registered address, Trustees, officers and advisers set out on page 1 forms part of this report.

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

#### *Governing Document*

The Charity is registered in England and Wales with charity number 272522. It was constituted by a Trust Deed dated 28 October 1976. The objectives of the charity are to make charitable donations to various registered charities, as agreed by the Trustees with priority given to the Bristol area.

#### *Key management remuneration*

The charity has no employees and none of the Trustees received any remuneration or reimbursed expenses during the year (2019: £nil). The administrative costs of the Charity are borne by Burges Salmon LLP including the 2020 audit fee of £3,750 (2019: £3,000)

#### *Appointment of Trustees*

The Trustees on the date of approval of the annual report and financial statements, and who have served throughout the year and since the year-end, unless otherwise stated, are listed on page 1 of the financial statements. New Trustees are appointed by the current Trustees and serve for an indefinite period. New Trustees are fully briefed on the objectives of the Charity and their role as Trustees. This is reinforced by training as required, to equip them effectively to discharge their duties. The Trustees meet four times a year and the day-to-day administration of the Charity is delegated by the Trustees to the secretary. The current secretary is Alison Preece.

#### *Risk management*

The Charity's activities are confined to making donations and grants out of the income generated by gift aid donations and cash on bank deposit account. The Charity does not engage in fund-raising, has no contracts, premises or tangible assets, and has no employees, volunteers or IT systems. The Trustees have reviewed the Charity's procedures for money handling and for checking the status of applicants for donations and grants. They are satisfied that the Charity's existing systems for monitoring and controlling the risks around material misstatement of income or expenditure are satisfactory. These systems adequately mitigate the impact that such risks may have on the Charity in the future. The risks and controls in place to mitigate those risks are reviewed by the Trustees on at least an annual basis.

#### *Connected persons*

Details of connected persons and transactions with them are disclosed in note 7 to the financial statements.

### **Objectives and activities**

The Charity's purpose is to make payments to such other charities as the Trustees in their discretion select.

#### *Grant making policy*

The Trustees consider primarily those applications from charities operating in Bristol and the surrounding region which support charitable projects in the community. Awards are based on the merits of the applicant's cause and its financial situation. The Trustees will generally support small to medium-sized charities rather than large national charities.

# THE BURGES SALMON CHARITABLE TRUST

## TRUSTEES' REPORT (continued)

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

When considering applications, the Trustees will consider whether the work being undertaken by the Charity or organisation is in keeping with the Trust's policy outlined above. The Trustees, in making donations, have regard to the Charity Commission guidance on public benefit and believe that the policy of confining donations to those which support projects in the community, which demonstrate public benefit as defined, is in keeping with that guidance. In particular the Trustees consider how planned activities will contribute to the Charity's aims and the objectives they have set and have therefore complied with the duty in section 17 of the Charities Act 2011.

### **Achievements and performance**

During the year the Trust made donations totalling £78,825 (2019: £62,850) to 36 (2019: 82) different charities. These donations were all for sums under £500 (2019: £500), with the exception of £64,375 (2019: £26,000) to the Quartet Community Foundation, itself a grant making body and a charity, £3,000 each to Barnardos, Baby Bank Network, (2019: £3,000, to each), £3,000 to the Wellspring Settlement (2019: £nil), £nil to the Dolphin Society (2019: £500), £600 to St Mungo's (2019: £250), £nil to Lord Mayor of Bristol's Children Appeal, Anchor Society and Grateful Society (2019: £500 each). Recipient charities included several children's charities, medical support and research charities, charitable community and victim support groups and some heritage charities. Most of these charities are located in Bristol or the surrounding region.

### **Financial review**

#### *Income received*

The Trust receives income in the form of donations made to it by members of Bures Salmon LLP, the gift aid reclaimed in relation to the members' donations and also bank interest. For the year ended 31 October 2020 incoming resources totalled £107,794 (2019: £61,597).

#### *Investment policy*

The Trust has no funds other than those held in the main bank account on which interest is received.

#### *Reserves policy*

Since 1 May 2007 the Charity has been funded via quarterly gift aided donations. The Trustees believe that it is not necessary to hold back any unrestricted funds not committed ("the free funds") as it is very unlikely that there will be any unforeseen drop in income or funding as the gift aided donations are made in advance of the charity making its donations. The free funds vary from time to time dependent on a number of factors including the number of requests received and the size of grants given. The Trustees are careful to avoid donations which are not in furtherance of the Charity's objectives, and as such the level of reserves fluctuate depending on the number and size of suitable requests received, and whether any monies have been held back, though uncommitted, for specific regular donations. As at the balance sheet date these funds amounted to £43,287 (2019: £18,398).

### **Going concern**

The Trustees are of the opinion that the financial position of the Charity is satisfactory and anticipate no difficulties in meeting its obligations. The Trustees are satisfied that the policy and level of reserves are appropriate for the Charity's objectives, and that it has sufficient reserves to make its regular, though uncommitted, donations. In the year the level of incoming resources has been sufficient to meet all obligations. Accordingly, the Trustees continue to adopt the going concern basis in preparing the report of the financial statements, having noted that the effects of the Covid-19 pandemic have not affected the level of incoming resources.

### **Plans for future periods**

The Trustees intend to adopt a similar pattern of donations in future years to that described in the current objectives and activities and expect the level of activity to continue to be similar in the foreseeable future. The Trustees will assess whether to redirect some future grants to charities dealing with Covid-19 related hardship and effects.

# THE BURGESS SALMON CHARITABLE TRUST

## TRUSTEES' RESPONSIBILITIES STATEMENT

The Trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the Charity for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for the maintenance and integrity of the Charity and financial information included on the Charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

### Independent auditor

Deloitte LLP have been appointed as auditor for the financial year and have indicated their willingness to be reappointed for another term and appropriate arrangements are being made for them to be reappointed as auditor.

On behalf of the Trustees:



T R M Hewitt  
Trustee

Approved by the Trustees on 3 August 2021

# THE BURGES SALMON CHARITABLE TRUST

## INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF THE BURGES SALMON CHARITABLE TRUST

### Report on the audit of the financial statements

#### Opinion

In our opinion the financial statements of Burges Salmon Charitable Trust (the 'charity'):

- give a true and fair view of the state of the charity's affairs as at 31 October 2020 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland"; and
- have been prepared in accordance with the Charities Act 2011 and the trust deed.

We have audited the financial statements which comprise:

- the statement of financial activities (including the income and expenditure account);
- the balance sheet; and
- the related notes 1 to 7.

The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" (United Kingdom Generally Accepted Accounting Practice).

#### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the auditor's responsibilities for the audit of the financial statements section of our report.

We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the Financial Reporting Council's (the 'FRC's') Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### Conclusions relating to going concern

We are required by ISAs (UK) to report in respect of the following matters where:

- the trustees' use of the going concern basis of accounting in preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

We have nothing to report in respect of these matters.

# THE BURGES SALMON CHARITABLE TRUST

## Other information

The trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in respect of these matters.

## Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate charity or to cease operations, or have no realistic alternative but to do so.

## Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 145 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the FRC's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

## Report on other legal and regulatory requirements

### Matters on which we are required to report by exception

Under the Charities (Accounts and Reports) Regulations 2008 we are required to report in respect of the following matters if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

We have nothing to report in respect of these matters.

## THE BURGES SALMON CHARITABLE TRUST

### Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

*Deloitte LLP*

Deloitte LLP  
Statutory Auditor  
Cardiff, United Kingdom  
6 August 2021

*Deloitte LLP is eligible for appointment as auditor for the charity by virtue of its eligibility for appointment as audit of a company under section 1212 of the Companies Act 2006.*

# THE BURGESS SALMON CHARITABLE TRUST

## STATEMENT OF FINANCIAL ACTIVITIES (including the income and expenditure account) For the year ended 31 October 2020

	Note	2020 £	2019 £
<b>INCOME FROM:</b>			
Donations	2	107,627	61,360
Investments income	3	167	237
<b>TOTAL INCOME</b>		<u>107,794</u>	<u>61,597</u>
<b>EXPENDITURE ON:</b>			
Charitable activities	4	(78,825)	(62,850)
Administrative costs – support costs		(4,080)	(3,000)
<b>TOTAL EXPENDITURE</b>		<u>(82,905)</u>	<u>(65,850)</u>
<b>NET MOVEMENTS IN FUNDS</b>		<u>24,889</u>	<u>(4,253)</u>
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward		18,398	22,651
Net movement in funds for the year		24,889	(4,253)
<b>TOTAL FUNDS CARRIED FORWARD</b>	6	<u>43,287</u>	<u>18,398</u>

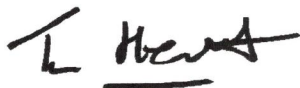
There were no other recognised gains or losses other than those listed above and the net surplus (2019: deficit) for the year. All income and expenditure derives from continuing activities and relates to unrestricted funds in the current and prior years.

# THE BURGES SALMON CHARITABLE TRUST

## BALANCE SHEET As at 31 October 2020

	Note	2020 £	2019 £
<b>CURRENT ASSETS</b>			
Cash at bank and in hand		<u>43,287</u>	<u>18,398</u>
<b>NET CURRENT ASSETS</b>		<u>43,287</u>	<u>18,398</u>
<b>FUNDS</b>			
Unrestricted funds			
General fund	6	<u>43,287</u>	<u>18,398</u>
<b>TOTAL FUNDS</b>		<u><u>43,287</u></u>	<u><u>18,398</u></u>

The financial statements of The Burges Salmon Charitable Trust, registered number 272522, were approved by the Board of Trustees on 3 August 2021. They were signed on its behalf by:



T R M Hewitt  
Trustee

# THE BURGES SALMON CHARITABLE TRUST

## NOTES TO THE FINANCIAL STATEMENTS For the year ended 31 October 2020

### 1. ACCOUNTING POLICIES

#### **Basis of accounting**

The financial statements are prepared under the historical cost convention, in accordance with the Statement of Recommended Practice "Accounting and Reporting by Charities (SORP 2019)" applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), and the Charities Act 2011.

The Trust constitutes a charitable incorporated organisation.

The principal accounting policies are set out below.

#### **Preparation of financial statements**

As explained in the Report of the Trustees on page 3, the financial statements have been prepared on a going concern basis, with the functional currency being GBP, and the Trustees, therefore, consider that the going concern assumption is an appropriate basis on which to prepare these financial statements.

#### **Critical accounting judgements and key sources of estimation uncertainty**

In applying the Charity's accounting policies, the Trustees may be required to make judgements, estimates and assumptions about the carrying amounts of assets and liabilities that are not readily apparent from other sources. The Charity made no key judgements or estimates in the current or the prior year.

#### **Income**

Income is recognised when the Charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Donations are recognised in the financial statements immediately upon receipt.

Donated services comprise audit costs and banking costs and are disclosed and recognised where the amount can be reliably measured.

Interest from bank balances is included in the financial statements when amounts are receivable.

#### **Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Expenditure on charitable activities includes grants and donations payable and is accounted for in the statement of financial activities when an obligation arises to make a transfer of value to a third party.

#### **Recognition of liabilities**

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

#### **Financial instruments**

Financial assets and financial liabilities are recognised when the Charity becomes a party to the contractual provisions of the instrument. All financial assets and liabilities are initially measured at transaction price (including transaction costs), except for those financial assets classified as at fair value through profit or loss, which are initially measured at fair value (which is normally the transaction price excluding transaction costs).

Debtors are recognised at the settlement amount due. Cash at bank includes cash at bank only. Creditors and provisions are recognised where the Charity has a present obligation resulting from a past event that it is probable will result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

# THE BURGES SALMON CHARITABLE TRUST

## NOTES TO THE FINANCIAL STATEMENTS (continued) For the year ended 31 October 2020

### 1. ACCOUNTING POLICIES (continued)

#### Taxation

The Bures Salmon Charitable Trust is registered as a Charity and as such tax exemption applies to the income arising from and expended on charitable activities and to its investment income and gains.

#### Unrestricted fund

All funds are expendable at the discretion of the Trustees in furtherance of the objectives of the Charity.

#### Cash flow statement

The Charity is a small charity as defined by SORP. Consequently, the Charity has taken advantage of the exemption available under the terms of that standard and not prepared a cash flow statement.

### 2. ANALYSIS OF INCOME FROM DONATIONS

	2020 £	2019 £
Donations – individuals	46,111	42,868
Donations – individuals (Trustees)	36,707	3,594
Donations – other organisations	24,809	14,898
	<u>107,627</u>	<u>61,360</u>

Donations from other organisations include audit costs of £3,750 (2019: £3,000) donated by Bures Salmon LLP.

### 3. ANALYSIS OF INCOME FROM INVESTMENTS

	2020 £	2019 £
Interest on bank balances	<u>167</u>	<u>237</u>

### 4. ANALYSIS OF EXPENDITURE ON GRANT FUNDING ACTIVITIES

Activity:	2020 £	2019 £
Children's charities	6,800	9,850
Community charities	67,925	46,900
Health charities	4,100	5,450
Arts and entertainment charities	-	650
Total expenditure	<u>78,825</u>	<u>62,850</u>

All support costs relate to the charitable activities as a whole and comprise governance costs relating to auditing of the financial statements of £3,750 plus bank fees of £330 (2019: audit £3,000 / bank fees £nil).

# THE BURGES SALMON CHARITABLE TRUST

## NOTES TO THE FINANCIAL STATEMENTS (continued) For the year ended 31 October 2020

### 5. ANALYSIS OF GRANT EXPENDITURE

All grants to institutions

	2020	2019
	£	£
<b>Activity:</b>		
Quartet Community Foundation	64,375	26,000
Barnardos	3,000	3,000
Baby Bank Network	3,000	3,000
Wellspring Settlement	3,000	-
Dolphin Society	-	500
St Mungo's	600	-
The Lord Mayor of Bristol's Children Appeal	-	500
Anchor Society	-	500
Grateful Society	-	500
Barton Hill	-	3,000
Avon & Bristol Law Centre	-	3,000
Easton Families	-	3,000
The Princes Trust	-	3,000
Individual grants less than £500	4,850	16,850
	<u>78,825</u>	<u>62,850</u>
<b>Total Expenditure</b>		

### 6. FUNDS

	Balance at 31 October 2019 £	Income £	Expenditure £	Balance at 31 October 2020 £
Total funds – unrestricted	<u>18,398</u>	<u>107,794</u>	<u>(82,905)</u>	<u>43,287</u>

### 7. RELATED PARTY TRANSACTIONS

Donations are made to the Trust by members of Burges Salmon LLP of £82,818 (2019: £46,462) via gift aid payments (note 2). Burges Salmon LLP also donated the auditor's remuneration of £3,750 (2019: £3,000) and runs the Charity's administration on its behalf, which are assessed as minimal in nature for reporting purposes. The Trustees of the Charity are all members of Burges Salmon LLP and do not receive any remuneration or reimbursement of expenses from the Charity. The Trustees who served during the year made donations totalling £36,707 (2019: £3,594).