

THE LETCHWORTH CIVIC TRUST

England & Wales · Charity number 273336

Details

Status	Registered
Legal form	Charitable company
Company number	00135234
Registered	1977-05-09
Register	View on the Charity Commission register

Contact

Address	5 Gernon Walk Letchworth Garden City SG6 3HW
Phone	07785104357
Email	letchworthct@gmail.com
Website	letchworthct.org.uk

Activities

Objects: TO PROMOTE AND ADVANCE ANY CHARITABLE PURPOSE FOR THE BENEFIT OF THE COMMUNITY IN THE GARDEN CITY OF LETCHWORTH AND ITS IMMEDIATE NEIGHBOURHOOD.

Activities: The charity distributes its annual income by way of grants or loans to individuals, schools, clubs and other organisations living or operating in LETCHWORTH GARDEN CITY to support need in education, training, health, disability, the arts, sport and recreation.

Classification

- **How:** Makes Grants To Individuals, Makes Grants To Organisations
- **What:** Education/training, The Advancement Of Health Or Saving Of Lives, Disability, Arts/culture/heritage/science, Amateur Sport
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, Other Defined Groups

Geography

- **Area of benefit:** THE GARDEN CITY OF LETCHWORTH
- Hertfordshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-06-30	£128,840	£97,123	-	-
2024-06-30	£119,889	£103,247	-	-
2023-06-30	£107,151	£76,553	-	-
2022-06-30	£110,031	£94,827	-	-
2021-06-30	£100,794	£79,791	-	-

Trustees

Name	Role	Appointed
LYNDA ANN NEEDHAM	Chair	2019-09-30
Charmaine Rogers		2019-09-30
Councillor Daniel Peter Mark Allen		2019-09-24
Emma Victoria Fernandes		2024-10-01
Ian Mantle		2016-03-08
Janet Williams		2014-09-22
Kevin John Richard Jones		2019-09-24
Maria Harrison		2014-09-22

Linked charities

- WILLIAM WALLACE AND CLARE GREENLEY KINCAID EDUCATIONAL FUND (273336-1)
- BATES-MACFAYDEN MEMORIAL BOOK FUND (273336-2)
- ALFERD STARK MEMORIAL FUND (273336-3)
- AMY REYNOLDS CIVIC TRUST PRIZE FUND (273336-4)
- NORTON AND PIXMORE SECONDARY SCHOOLS (273336-5)
- UNSTEAD HISTORY PRIZE (273336-6)
- MITCHELL BEQUEST (273336-7)
- GALLARD BEQUEST (273336-8)
- G M HAYWARD MEMORIAL FUND (273336-9)

THE LETCHWORTH CIVIC TRUST

England & Wales - Charity number 273336

Accounts

Charity registration number 273336 (England and Wales)

Company registration number 00135234

LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2025



LETCWORTH CIVIC TRUST

(A COMPANY LIMITED BY GUARANTEE)

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	D P M Allen - NHDC M Iredale K J R Jones - LGCHF I Mantle - LGCHF M R Muir - HCC L A Needham, Chairperson C A Rogers C Sparshott, Treasurer J A Williams E V Fernandes - NHDC	(Appointed 1 October 2024)
Secretary	S Jenkins	
Charity number (England and Wales)	273336	
Company number	00135234	
Principal address	5 Gernon Walk Letchworth Garden City Hertfordshire SG6 3HW	
Registered office	Suite 501 The Nexus Building Broadway Letchworth Garden City Herts SG6 9BL	
Independent examiner	TC Group Suite 501 The Nexus Building Broadway Letchworth Garden City Herts SG6 9BL	

LETCWORTH CIVIC TRUST

(A COMPANY LIMITED BY GUARANTEE)

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LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)
FOR THE YEAR ENDED 30 JUNE 2025

The trustees present their annual report and financial statements for the year ended 30 June 2025.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the trust's governing document, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

Objectives and activities

The objectives of the trust are to promote and advance charitable purposes for the benefit of the public of Letchworth Garden City and its immediate neighbourhood. This is achieved primarily by the distribution of income, by way of grants to individuals, schools, clubs and other organisations operating in Letchworth Garden City.

The trust has continued its educational grant support to the university student and further education population and other school pupils and students in Letchworth Garden City. The trust also gives grants to a number of charitable organisations. The number and size of grant applications received from charities during the year is similar to the previous year. A website has increased awareness of the trusts's existence.

The trust has no plans to change its objectives or the means to achieve them.

Public benefit

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the trust should undertake.

Achievements and performance

Significant activities and achievements against objectives

There has been a 10% increase in the number of 1st year students applying this year for educational support grants to help them with their further education. There has continued to be a large increase in primary school applications driven by the ongoing cost of living squeeze for families. We are very pleased that we have been able to accommodate all requests.

The trust has made a surplus in the year.

We are in the process of reviewing our investment portfolio with ethical investments being our aim.

Financial review

The trustees have noted the risks associated with changes in global markets, particularly the war in Ukraine, and are closely monitoring the returns on the trust's investments. Income via dividends for the year has been above that forecast, and also above that of the previous year. In view of general global unrest, the trust is in a healthy financial position.

Reserves policy

Under the reserves policy of the trust, the trustees aim to maintain free reserves in unrestricted funds at a level to meet the anticipated grant applications and governance costs in the period up to the receipts of significant income from investments and grants.

The balance held as unrestricted at 30 June 2025 was £273,011 all of which are regarded as free reserves, against anticipated expenditure of £75,000 up to the end of October 2025. The trustees consider that these reserves will be adequate to meet the requirements of the reserves policy.

The major investments are held primarily for their income potential and capital growth.

Structure, governance and management

The charity is controlled by its governing document, the Memorandum and Articles of Association dated 15 April 1914 as amended 14 June 2022. The trust is established as a company limited by guarantee.

LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)
FOR THE YEAR ENDED 30 JUNE 2025

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

D P M Allen - NHDC	
M Iredale	
P M Jackson	(Deceased 22 February 2025)
K J R Jones - LGCHF	
I Mantle - LGCHF	
M R Muir - HCC	
L A Needham, Chairperson	
C A Rogers	
C Sparshott, Treasurer	
P C Weeder - NHDC	(Resigned 30 September 2024)
J A Williams	
E V Fernandes - NHDC	(Appointed 1 October 2024)

Recruitment and appointment of trustees

Trustees are either elected as term trustees or appointed by the Letchworth Garden City Heritage Foundation (LGCHF), North Herts District Council (NHDC) or Herts County Council (HCC).

Decision making

The trustees:

- Adopt a policy of distribution of all income, net of expenses, by way of grants. The accumulated funds are maintained so as to achieve future income at a level needed to maintain future expenditure.
- Approve all grant applications prior to payment, and all investments policy decisions, although the day to day administration is undertaken by the secretary.
- Consider the major risk to be the diminution of the value of and returns on its investments. The trustees review the investment policy and mitigate this risk by following a widespread investment policy.

The trustees hold four board meetings in each year. Where necessary, a sub committee of the trustees meets in between board meeting to process additional grant applications.

The trustees' report was approved by the Board of Trustees.

L A Needham, Chairperson

Trustee

24 September 2025

**LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF LETCHWORTH CIVIC TRUST**

I report to the trustees on my examination of the financial statements of Letchworth Civic Trust (the trust) for the year ended 30 June 2025.

Responsibilities and basis of report

As the trustees of the trust (and also its directors for the purposes of company law), you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006.

Having satisfied myself that the financial statements of the trust are not required to be audited under Part 16 of the Companies Act 2006 and are eligible for independent examination, I report in respect of my examination of the trust's financial statements carried out under section 145 of the Charities Act 2011. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the Charities Act 2011.

Independent examiner's statement

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

- 1 accounting records were not kept in respect of the trust as required by section 386 of the Companies Act 2006.
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the Companies Act 2006 other than any requirement that the financial statements give a true and fair view, which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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

Scott Rouse FCA
TC Group

Suite 501
The Nexus Building
Broadway
Letchworth Garden City
Herts
SG6 9BL

Dated: 1 October 2025

LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 JUNE 2025

	Notes	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Income from:			
Donations and legacies	3	50	-
Investments	4	128,790	119,889
Total income		128,840	119,889
Expenditure on:			
Charitable activities	5	97,123	103,247
Total expenditure		97,123	103,247
Net gains/(losses) on investments	9	34,239	27,558
Net income and movement in funds		65,956	44,200
Reconciliation of funds:			
Fund balances at 1 July 2024		1,168,133	1,123,933
Fund balances at 30 June 2025		1,234,089	1,168,133

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
BALANCE SHEET
AS AT 30 JUNE 2025

	Notes	2025 £	£	2024 £	£
Fixed assets					
Investments	11		963,874		929,635
Current assets					
Cash at bank and in hand		273,011		241,198	
Creditors: amounts falling due within one year	13	(2,796)		(2,700)	
Net current assets			270,215		238,498
Total assets less current liabilities			1,234,089		1,168,133
Income funds					
Unrestricted funds			1,234,089		1,168,133
			1,234,089		1,168,133

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 30 June 2025.

The trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 24 September 2025

L A Needham, Chairperson
Trustee

C Sparshott, Treasurer
Trustee

Company Registration No. 00135234

LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2025

1 Accounting policies

Charity information

Letchworth Civic Trust is a private company limited by guarantee incorporated in England and Wales. The registered office is Suite 501, The Nexus Building, Broadway, Letchworth Garden City, Herts, SG6 9BL.

1.1 Accounting convention

The financial statements have been prepared in accordance with the trust's governing document, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The trust is a Public Benefit Entity as defined by FRS 102.

The trust has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the trust. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, [modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value]. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the trust has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the trust.

1.4 Income

Income is recognised when the trust is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the trust has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the trust has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 30 JUNE 2025

1 Accounting policies

(Continued)

1.5 Expenditure

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

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

1.6 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.8 Financial instruments

The trust has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the trust's balance sheet when the trust becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Impairment of financial assets

Financial assets, other than those held at fair value through income and expenditure, are assessed for indicators of impairment at each reporting date. Financial assets are impaired where there is objective evidence that, as a result of one or more events that occurred after the initial recognition of the financial asset, the estimated future cash flows have been affected.

If an asset is impaired, the impairment loss is the difference between the carrying amount and the present value of the estimated cash flows discounted at the asset's original effective interest rate. The impairment loss is recognised in net income/(expenditure) for the year.

If there is a decrease in the impairment loss arising from an event occurring after the impairment was recognised, the impairment is reversed. The reversal is such that the current carrying amount does not exceed what the carrying amount would have been, had the impairment not previously been recognised. The impairment reversal is recognised in net income/(expenditure) for the year.

LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 30 JUNE 2025

1 Accounting policies

(Continued)

Derecognition of financial assets

Financial assets are derecognised only when the contractual rights to the cash flows from the asset expire or are settled, or when the trust transfers the financial asset and substantially all the risks and rewards of ownership to another entity, or if some significant risks and rewards of ownership are retained but control of the asset has transferred to another party that is able to sell the asset in its entirety to an unrelated third party.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the trust's contractual obligations expire or are discharged or cancelled.

1.9 Taxation

The charity is exempt from corporation tax on its charitable activities.

2 Critical accounting estimates and judgements

In the application of the trust's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

Valuation of unlisted investments

The company adopts the following policy using the principles outlined below, taking into account the specific circumstances of itself and the nature of its investment in Letchworth Housing Investments Limited.

The unlisted investment is valued on the assets basis, applying a minority interest discount of 70% reflecting the limited market for the asset. At each statement of financial position date, an impairment test is undertaken in order to determine whether any impairment is required for the investment by comparing the investment's carrying value to its estimated recoverable amount.

The recoverable amount is based on the net asset value of the underlying asset and is sensitive to the discount rate used.

LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 30 JUNE 2025

3 Income from donations and legacies

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Donations and gifts	50	-

4 Investments

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Letchworth Housing Investments Limited	103,680	95,580
COIF Charities Investment Fund	3,554	3,477
Charifund	16,277	15,472
Interest receivable	5,279	5,360
	<u>128,790</u>	<u>119,889</u>

5 Charitable activities

	2025 £	2024 £
Honorarium	3,000	3,000
Office expenses	1,500	1,500
Bank charges	148	130
General expenses	560	383
	<u>5,208</u>	<u>5,013</u>
Grant funding of activities (see note 6)	88,975	95,384
Governance costs - Audit and accountancy	2,940	2,850
	<u>97,123</u>	<u>103,247</u>

LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 30 JUNE 2025

6 Grants payable

	2025	2024
	£	£
Grants to institutions:		
J Archer Headway Herts	-	5,000
St Thomas Church	3,250	900
Create Community Network CIC	12,000	-
Make Lunch Letchworth	180	-
Local schools	25,938	51,754
Saracens Foundation	200	-
Warriorz Performing Arts	1,000	-
NHDC Citizens Advice Bureau	2,000	5,000
Letchworth Garden Shed	500	1,000
Resolve	500	-
	<u>45,568</u>	<u>63,654</u>
79 University and further education students received average grants of £500 for educational learning materials	39,500	31,430
Non University grants	2,708	-
3 individuals received an average of £400 for miscellaneous local grants	1,199	300
	<u>88,975</u>	<u>95,384</u>

7 Trustees

None of the trustees (or any persons connected with them) received any remuneration from the trust during the year.

During the year, an honorarium of £3,000 and office expenses of £1,500 were paid to the secretary (2024 - £3,000 and £1,500 respectively).

8 Employees

The average monthly number of employees during the year was:

	2025	2024
	Number	Number
Total	<u>-</u>	<u>-</u>

There were no employees whose annual remuneration was more than £60,000.

LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 30 JUNE 2025

9 Gains and losses on investments

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Gains/(losses) arising on:		
Revaluation of investments	34,239	27,558

10 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

11 Fixed asset investments

	Listed investments £	Unlisted investments £	Total £
Cost or valuation			
At 1 July 2024	499,635	430,000	929,635
Valuation changes	14,239	20,000	34,239
At 30 June 2025	513,874	450,000	963,874
Carrying amount			
At 30 June 2025	513,874	450,000	963,874
At 30 June 2024	499,635	430,000	929,635

The unlisted investments represent the charitable company's shareholding in Letchworth Housing Investments Limited, a company registered in England (Registered number 07128548), whose registered office address is Unit 1b, Focus Four, Fourth Avenue, Letchworth Garden City, Hertfordshire, England, SG6 2TU.

Revaluation

Listed investments are revalued using market value share prices at the balance sheet date. Unlisted investments are revalued based on a calculated recoverable amount on the net asset value of the underlying asset (details of which are included in note 2).

If fixed asset investments had not been revalued they would have been included at historical cost which is £294,905 (2024 - £294,905).

12 Financial instruments

	2025 £	2024 £
Carrying amount of financial assets		
Instruments measured at fair value through profit or loss	499,635	499,635

LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 30 JUNE 2025

13 Creditors: amounts falling due within one year

	2025	2024
	£	£
Accruals and deferred income	2,796	2,700
	<u> </u>	<u> </u>

14 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 July 2024	Incoming resources	Resources expended	Gains and losses	At 30 June 2025
	£	£	£	£	£
General funds	1,168,133	128,840	(97,123)	34,239	1,234,089
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Previous year:	At 1 July 2023	Incoming resources	Resources expended	Gains and losses	At 30 June 2024
	£	£	£	£	£
General funds	1,123,933	119,889	(103,247)	27,558	1,168,133
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>

15 Analysis of net assets between funds

	Unrestricted funds 2025
	£
At 30 June 2025:	
Investments	963,874
Current assets/(liabilities)	270,215
	<u> </u>
	1,234,089
	<u> </u>
	Unrestricted funds 2024
	£
At 30 June 2024:	
Investments	929,635
Current assets/(liabilities)	238,498
	<u> </u>
	1,168,133
	<u> </u>

LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 30 JUNE 2025

16 Related party transactions

There were no disclosable related party transactions during the year (2024 - none).

Accounts

Charity registration number 273336

Company registration number 00135234 (England and Wales)

LETCHWORTH CIVIC TRUST

(A COMPANY LIMITED BY GUARANTEE)

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2024

LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	D P M Allen - NHDC M Iredale P M Jackson K J R Jones - LGCHF I Mantle - LGCHF M R Muir - HCC L A Needham, Chairperson C A Rogers C Sparshott, Treasurer P C Weeder - NHDC J A Williams
Secretary	S Jenkins
Charity number	273336
Company number	00135234
Principal address	5 Gernon Walk Letchworth Garden City Hertfordshire SG6 3HW
Registered office	Suite 501 The Nexus Building Broadway Letchworth Garden City Herts SG6 9BL
Independent examiner	UHY Hacker Young Suite 501 The Nexus Building Broadway Letchworth Garden City Herts SG6 9BL

LETCHWORTH CIVIC TRUST

(A COMPANY LIMITED BY GUARANTEE)

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TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)
FOR THE YEAR ENDED 30 JUNE 2024

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Objectives and activities

The objectives of the trust are to promote and advance charitable purposes for the benefit of the public of Letchworth Garden City and its immediate neighbourhood. This is achieved primarily by the distribution of income, by way of grants to individuals, schools, clubs and other organisations operating in Letchworth Garden City.

The trust has continued its educational grant support to the university student and further education population and other school pupils and students in Letchworth Garden City. The trust also gives grants to a number of charitable organisations. The number and size of grant applications received from charities during the year is similar to the previous year. A website has increased awareness of the trusts's existence.

The trust has no plans to change its objectives or the means to achieve them.

Public benefit

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the trust should undertake.

Achievements and performance

Significant activities and achievements against objectives

There has been a 3% increase in the number of 1st year students applying this year for educational support grants to help them with their further education. There has continued to be a large increase in primary school applications driven by the ongoing cost of living squeeze for families. We are very pleased that we have been able to accommodate all requests.

The trust has made a surplus in the year.

We are in the process of reviewing our investment portfolio with ethical investments being our aim.

Financial review

The trustees have noted the risks associated with changes in global markets, particularly the war in Ukraine, and are closely monitoring the returns on the trust's investments. Income via dividends for the year has been above that forecast, and also above that of the previous year. In view of general global unrest, the trust is in a healthy financial position.

Reserves policy

Under the reserves policy of the trust, the trustees aim to maintain free reserves in unrestricted funds at a level to meet the anticipated grant applications and governance costs in the period up to the receipts of significant income from investments and grants.

The balance held as unrestricted at 30 June 2024 was £241,198 all of which are regarded as free reserves, against anticipated expenditure of £75,000 up to the end of October 2024. The trustees consider that these reserves will be adequate to meet the requirements of the reserves policy.

The major investments are held primarily for their income potential and capital growth.

Structure, governance and management

The charity is controlled by its governing document, the Memorandum and Articles of Association dated 15 April 1914 as amended 14 June 2022. The trust is established as a company limited by guarantee.

24/09/24

LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)
FOR THE YEAR ENDED 30 JUNE 2024

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

D P M Allen - NHDC
M Iredale
P M Jackson
K J R Jones - LGCHF
I Mantle - LGCHF
M R Muir - HCC
L A Needham, Chairperson
C A Rogers
C Sparshott, Treasurer
P C Weeder - NHDC
J A Williams

Recruitment and appointment of trustees

Trustees are either elected as term trustees or appointed by the Letchworth Garden City Heritage Foundation (LGCHF), North Herts District Council (NHDC) or Herts County Council (HCC).

Decision making

The trustees:

- Adopt a policy of distribution of all income, net of expenses, by way of grants. The accumulated funds are maintained so as to achieve future income at a level needed to maintain future expenditure.
- Approve all grant applications prior to payment, and all investments policy decisions, although the day to day administration is undertaken by the secretary.
- Consider the major risk to be the diminution of the value of and returns on its investments. The trustees review the investment policy and mitigate this risk by following a widespread investment policy.

The trustees hold four board meetings in each year. Where necessary, a sub committee of the trustees meets in between board meeting to process additional grant applications.

The trustees' report was approved by the Board of Trustees.



.....
L A Needham, Chairperson
Trustee

Date: 20 September 2024
.....

**LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF LETCHWORTH CIVIC TRUST**

I report to the trustees on my examination of the financial statements of Letchworth Civic Trust (the trust) for the year ended 30 June 2024.

Responsibilities and basis of report

As the trustees of the trust (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the trust are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the trust's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

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

- 1 accounting records were not kept in respect of the trust as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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



Scott Rouse FCA
UHY Hacker Young

Suite 501
The Nexus Building
Broadway
Letchworth Garden City
Herts
SG6 9BL

Dated: 24/9/24

LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 JUNE 2024

	Notes	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Income from:			
Investments	3	119,889	107,151
Total income		119,889	107,151
Expenditure on:			
Charitable activities	4	103,247	76,553
Total expenditure		103,247	76,553
Net gains/(losses) on investments	8	27,558	(35,501)
Net income/(expenditure) and movement in funds		44,200	(4,903)
Reconciliation of funds:			
Fund balances at 1 July 2023		1,123,933	1,128,836
Fund balances at 30 June 2024		1,168,133	1,123,933

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

24/09/24

LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
BALANCE SHEET

AS AT 30 JUNE 2024

	Notes	2024 £	£	2023 £	£
Fixed assets					
Investments	10		929,635		902,077
Current assets					
Debtors	12	-		130	
Cash at bank and in hand		241,198		224,318	
		241,198		224,448	
Creditors: amounts falling due within one year	13	(2,700)		(2,592)	
Net current assets			238,498		221,856
Total assets less current liabilities			1,168,133		1,123,933
Income funds					
Unrestricted funds			1,168,133		1,123,933
			1,168,133		1,123,933

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 30 June 2024.

The trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 20 September 2024


 V A Needham, Chairperson
 Trustee


 C Sparshott, Treasurer
 Trustee

Company Registration No. 00135234

LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2024

1 Accounting policies

Charity information

Letchworth Civic Trust is a private company limited by guarantee incorporated in England and Wales. The registered office is Suite 501, The Nexus Building, Broadway, Letchworth Garden City, Herts, SG6 9BL.

1.1 Accounting convention

The financial statements have been prepared in accordance with the trust's governing document, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The trust is a Public Benefit Entity as defined by FRS 102.

The trust has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the trust. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, [modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value]. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the trust has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the trust.

1.4 Income

Income is recognised when the trust is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the trust has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the trust has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 30 JUNE 2024

1 Accounting policies

(Continued)

1.5 Expenditure

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

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

1.6 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.8 Financial instruments

The trust has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the trust's balance sheet when the trust becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Impairment of financial assets

Financial assets, other than those held at fair value through income and expenditure, are assessed for indicators of impairment at each reporting date. Financial assets are impaired where there is objective evidence that, as a result of one or more events that occurred after the initial recognition of the financial asset, the estimated future cash flows have been affected.

If an asset is impaired, the impairment loss is the difference between the carrying amount and the present value of the estimated cash flows discounted at the asset's original effective interest rate. The impairment loss is recognised in net income/(expenditure) for the year.

If there is a decrease in the impairment loss arising from an event occurring after the impairment was recognised, the impairment is reversed. The reversal is such that the current carrying amount does not exceed what the carrying amount would have been, had the impairment not previously been recognised. The impairment reversal is recognised in net income/(expenditure) for the year.

LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 30 JUNE 2024

1 Accounting policies

(Continued)

Derecognition of financial assets

Financial assets are derecognised only when the contractual rights to the cash flows from the asset expire or are settled, or when the trust transfers the financial asset and substantially all the risks and rewards of ownership to another entity, or if some significant risks and rewards of ownership are retained but control of the asset has transferred to another party that is able to sell the asset in its entirety to an unrelated third party.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the trust's contractual obligations expire or are discharged or cancelled.

1.9 Taxation

The charity is exempt from corporation tax on its charitable activities.

2 Critical accounting estimates and judgements

In the application of the trust's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

Valuation of unlisted investments

The company adopts the following policy using the principles outlined below, taking into account the specific circumstances of itself and the nature of its investment in Letchworth Housing Investments Limited.

The unlisted investment is valued on the assets basis, applying a minority interest discount of 70% reflecting the limited market for the asset. At each statement of financial position date, an impairment test is undertaken in order to determine whether any impairment is required for the investment by comparing the investment's carrying value to its estimated recoverable amount.

The recoverable amount is based on the net asset value of the underlying asset and is sensitive to the discount rate used.

LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 30 JUNE 2024

3 Investments

	Unrestricted funds	Unrestricted funds
	2024	2023
	£	£
Letchworth Housing Investments Limited	95,580	86,940
COIF Charities Investment Fund	3,477	3,464
Charifund	15,472	15,025
Interest receivable	5,360	1,722
	<u>119,889</u>	<u>107,151</u>

4 Charitable activities

	2024	2023
	£	£
Honorarium	3,000	3,000
Office expenses	1,500	1,500
Bank charges	130	128
General expenses	383	307
	<u>5,013</u>	<u>4,935</u>
Grant funding of activities (see note 5)	95,384	68,884
Governance costs - Audit and accountancy	2,850	2,734
	<u>103,247</u>	<u>76,553</u>

LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 30 JUNE 2024

5 Grants payable

	2024	2023
	£	£
Grants to institutions:		
J Archer Headway Herts	5,000	-
St Thomas Church	900	-
Local schools	51,754	9,129
NHDC Citizens Advice Bureau	5,000	5,000
Britton School of Performing Arts	1,000	-
North Herts Speakers	-	300
Wymondley Wood Scout Group	-	12,000
Other	-	500
	<u>63,654</u>	<u>26,929</u>
67 University and further education students received average grants of £500 for educational learning materials	31,430	37,185
No individuals received average grants of £400 for educational, medical or sporting support	-	2,000
1 individual received an average of £300 for miscellaneous local grants	300	2,770
	<u>95,384</u>	<u>68,884</u>

6 Trustees

None of the trustees (or any persons connected with them) received any remuneration from the trust during the year.

During the year, an honorarium of £3,000 and office expenses of £1,500 were paid to the secretary (2023 - £3,000 and £1,500 respectively).

7 Employees

The average monthly number of employees during the year was:

	2024	2023
	Number	Number
Total	<u>-</u>	<u>-</u>

There were no employees whose annual remuneration was more than £60,000.

LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 30 JUNE 2024

8 Gains and losses on investments

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Gains/(losses) arising on:		
Revaluation of investments	27,558	(35,501)

9 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

10 Fixed asset investments

	Listed investments £	Unlisted investments £	Total £
Cost or valuation			
At 1 July 2023	457,077	445,000	902,077
Valuation changes	42,558	(15,000)	27,558
At 30 June 2024	499,635	430,000	929,635
Carrying amount			
At 30 June 2024	499,635	430,000	929,635
At 30 June 2023	457,077	445,000	902,077

The unlisted investments represent the charitable company's shareholding in Letchworth Housing Investments Limited, a company registered in England (Registered number 07128548), whose registered office address is Unit 1b, Focus Four, Fourth Avenue, Letchworth Garden City, Hertfordshire, England, SG6 2TU.

Revaluation

Listed investments are revalued using market value share prices at the balance sheet date. Unlisted investments are revalued based on a calculated recoverable amount on the net asset value of the underlying asset (details of which are included in note 2).

If fixed asset investments had not been revalued they would have been included at historical cost which is £294,905 (2023 - £294,905).

11 Financial instruments

	2024 £	2023 £
Carrying amount of financial assets		
Instruments measured at fair value through profit or loss	499,635	457,077

LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 30 JUNE 2024

12 Debtors

	2024	2023
	£	£
Amounts falling due within one year:		
Prepayments and accrued income	-	130
	<u> </u>	<u> </u>

13 Creditors: amounts falling due within one year

	2024	2023
	£	£
Accruals and deferred income	2,700	2,592
	<u> </u>	<u> </u>

14 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 July 2023	Incoming resources	Resources expended	Gains and losses	At 30 June 2024
	£	£	£	£	£
General funds	1,123,933	119,889	(103,247)	27,558	1,168,133
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Previous year:	At 1 July 2022	Incoming resources	Resources expended	Gains and losses	At 30 June 2023
	£	£	£	£	£
General funds	1,128,836	107,151	(76,553)	(35,501)	1,123,933
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>

15 Analysis of net assets between funds

	Unrestricted funds
	2024
	£
At 30 June 2024:	
Investments	929,635
Current assets/(liabilities)	238,498
	<u> </u>
	1,168,133
	<u> </u>

LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 30 JUNE 2024

15 Analysis of net assets between funds

(Continued)

**Unrestricted
funds
2023
£**

At 30 June 2023:

Investments	902,077
Current assets/(liabilities)	221,856
	1,123,933

16 Related party transactions

There were no disclosable related party transactions during the year (2023 - none).

Accounts

Charity registration number 273336

Company registration number 00135234 (England and Wales)

LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2023

LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

M Iredale
D P M Allen
P M Jackson
K J R Jones
I Mantle
M R Muir
L A Needham, Chairperson
C A Rogers
C Sparshott, Treasurer
J A Williams
P C Weeder

(Appointed 18 March 2023)

Secretary

S Jenkins

Charity number

273336

Company number

00135234

Principal address

5 Gernon Walk
Letchworth Garden City
Hertfordshire
SG6 3HW

Registered office

PO Box 501
The Nexus Building
Broadway
Letchworth Garden City
Herts
SG6 9BL

Independent examiner

UHY Hacker Young
PO Box 501
The Nexus Building
Broadway
Letchworth Garden City
Herts
SG6 9BL

LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
CONTENTS

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Balance sheet	5
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LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)
FOR THE YEAR ENDED 30 JUNE 2023

The trustees present their annual report and financial statements for the year ended 30 June 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the trust's governing document, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

Objectives and activities

The objectives of the trust are to promote and advance charitable purposes for the benefit of the public of Letchworth Garden City and its immediate neighbourhood. This is achieved primarily by the distribution of income, by way of grants to individuals, schools, clubs and other organisations operating in Letchworth Garden City.

The trust has continued its educational grant support to the university student and further education population and other school pupils and students in Letchworth Garden City. The trust also gives grants to a number of charitable organisations. The number and size of grant applications received from charities during the year is similar to the previous year. A website has increased awareness of the trusts's existence.

The trust has no plans to change its objectives or the means to achieve them.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the trust should undertake.

Achievements and performance

There has been a 28% increase in the number of 1st year students applying this year for educational support grants to help them at university. There has been a large increase in primary school applications driven possibly by the cost of living squeeze.

The trust has made a surplus in the year.

No investments have been made during the year. The overall value of the investments has decreased during the year, causes being the invasion of Ukraine, political turmoil, rising inflation and interest rates.

Financial review

The trustees have noted the risks associated with changes in global markets, particularly the war in Ukraine, and are closely monitoring the returns on the trust's investments. Income via dividends for the year has been above that forecast, and also above that of the previous year. Despite the impact of Covid-19 on financial markets, the trust is in a healthy financial position.

Under the reserves policy of the trust, the trustees aim to maintain free reserves in unrestricted funds at a level to meet the anticipated grant applications and governance costs in the period up to the receipts of significant income from investments and grants.

The balance held as unrestricted at 30 June 2023 was £224,318 all of which are regarded as free reserves, against anticipated expenditure of £60,000 up to the end of October 2023. The trustees consider that these reserves will be adequate to meet the requirements of the reserves policy.

The major investments are held primarily for their income potential and capital growth.

Structure, governance and management

The charity is controlled by its governing document, the Memorandum and Articles of Association dated 15 April 1914 as amended 14 June 2022. The trust is established as a company limited by guarantee.

**LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)
FOR THE YEAR ENDED 30 JUNE 2023**

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

M Iredale
D P M Allen
P M Jackson
K J R Jones
I Mantle
M R Muir
L A Needham, Chairperson
C A Rogers
C Sparshott, Treasurer
J A Williams
P C Weeder

(Appointed 18 March 2023)

Trustees are either elected as term trustees or appointed by the Letchworth Garden City Heritage Foundation (LGCHF), North Herts District Council (NHDC) or Herts County Council (HCC).

Decision making

The trustees:

- Adopt a policy of distribution of all income, net of expenses, by way of grants. The accumulated funds are maintained so as to achieve future income at a level needed to maintain future expenditure.
- Approve all grant applications prior to payment, and all investments policy decisions, although the day to day administration is undertaken by the secretary.
- Consider the major risk to be the diminution of the value of and returns on its investments. The trustees review the investment policy and mitigate this risk by following a widespread investment policy.

The trustees hold four board meetings in each year. Where necessary, a sub committee of the trustees meets in between board meeting to process additional grant applications.

The trustees' report was approved by the Board of Trustees.



.....
L A Needham, Chairperson
Trustee

23/8/2023

Date:

**LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF LETCHWORTH CIVIC TRUST**

I report to the trustees on my examination of the financial statements of Letchworth Civic Trust (the trust) for the year ended 30 June 2023.

Responsibilities and basis of report

As the trustees of the trust (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the trust are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the trust's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

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

- 1 accounting records were not kept in respect of the trust as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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



24 August 2023

Scott Rouse FCA
UHY Hacker Young

PO Box 501
The Nexus Building
Broadway
Letchworth Garden City
Herts
SG6 9BL

Dated:

LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 30 JUNE 2023

	Notes	Unrestricted funds 2023 £	Unrestricted funds 2022 £
<u>Income from:</u>			
Donations and legacies	3	-	15,000
Investments	4	107,151	95,031
Total income		<u>107,151</u>	<u>110,031</u>
<u>Expenditure on:</u>			
Charitable activities	5	<u>76,553</u>	<u>94,827</u>
Net gains/(losses) on investments	9	<u>(35,501)</u>	<u>(8,167)</u>
Net movement in funds		(4,903)	7,037
Fund balances at 1 July 2022		<u>1,128,836</u>	<u>1,121,799</u>
Fund balances at 30 June 2023		<u><u>1,123,933</u></u>	<u><u>1,128,836</u></u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
BALANCE SHEET

AS AT 30 JUNE 2023

	Notes	2023 £	£	2022 £	£
Fixed assets					
Investments	10		902,077		937,578
Current assets					
Debtors	12	130		-	
Cash at bank and in hand		224,318		194,558	
		<u>224,448</u>		<u>194,558</u>	
Creditors: amounts falling due within one year	13	(2,592)		(3,300)	
Net current assets			221,856		191,258
Total assets less current liabilities			<u>1,123,933</u>		<u>1,128,836</u>
Income funds					
Unrestricted funds			1,123,933		1,128,836
			<u>1,123,933</u>		<u>1,128,836</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 30 June 2023.

The trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 23/8/2023



L A Needham, Chairperson
Trustee



C Sparshott, Treasurer
Trustee

Company Registration No. 00135234

LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2023

1 Accounting policies

Charity information

Letchworth Civic Trust is a private company limited by guarantee incorporated in England and Wales. The registered office is PO Box 501, The Nexus Building, Broadway, Letchworth Garden City, Herts, SG6 9BL.

1.1 Accounting convention

The financial statements have been prepared in accordance with the trust's governing document, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The trust is a Public Benefit Entity as defined by FRS 102.

The trust has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the trust. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, [modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value]. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the trust has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the trust.

1.4 Income

Income is recognised when the trust is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the trust has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the trust has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 30 JUNE 2023

1 Accounting policies

(Continued)

1.5 Expenditure

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

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

1.6 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.8 Financial instruments

The trust has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the trust's balance sheet when the trust becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Impairment of financial assets

Financial assets, other than those held at fair value through income and expenditure, are assessed for indicators of impairment at each reporting date. Financial assets are impaired where there is objective evidence that, as a result of one or more events that occurred after the initial recognition of the financial asset, the estimated future cash flows have been affected.

If an asset is impaired, the impairment loss is the difference between the carrying amount and the present value of the estimated cash flows discounted at the asset's original effective interest rate. The impairment loss is recognised in net income/(expenditure) for the year.

If there is a decrease in the impairment loss arising from an event occurring after the impairment was recognised, the impairment is reversed. The reversal is such that the current carrying amount does not exceed what the carrying amount would have been, had the impairment not previously been recognised. The impairment reversal is recognised in net income/(expenditure) for the year.

LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 30 JUNE 2023

1 Accounting policies

(Continued)

Derecognition of financial assets

Financial assets are derecognised only when the contractual rights to the cash flows from the asset expire or are settled, or when the trust transfers the financial asset and substantially all the risks and rewards of ownership to another entity, or if some significant risks and rewards of ownership are retained but control of the asset has transferred to another party that is able to sell the asset in its entirety to an unrelated third party.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the trust's contractual obligations expire or are discharged or cancelled.

1.9 Taxation

The charity is exempt from corporation tax on its charitable activities.

2 Critical accounting estimates and judgements

In the application of the trust's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

Valuation of unlisted investments

The company adopts the following policy using the principles outlined below, taking into account the specific circumstances of itself and the nature of its investment in Letchworth Housing Investments Limited.

The unlisted investment is valued on the assets basis, applying a minority interest discount of 70% reflecting the limited market for the asset. At each statement of financial position date, an impairment test is undertaken in order to determine whether any impairment is required for the investment by comparing the investment's carrying value to its estimated recoverable amount.

The recoverable amount is based on the net asset value of the underlying asset and is sensitive to the discount rate used.

LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 30 JUNE 2023

3 Donations and legacies

	Total	Unrestricted funds
	2023	2022
	£	£
Letchworth Garden City Heritage Foundation	-	15,000

4 Investments

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
Letchworth Housing Investments Limited	86,940	77,760
COIF Charities Investment Fund	3,464	3,417
Charifund	15,025	13,772
Interest receivable	1,722	82
	<u>107,151</u>	<u>95,031</u>

5 Charitable activities

	2023	2022
	£	£
Honorarium	3,000	3,000
Office expenses	1,500	1,500
Bank charges	128	175
General expenses	307	790
	<u>4,935</u>	<u>5,465</u>
Grant funding of activities (see note 6)	68,884	84,607
Governance costs - Audit and accountancy	2,734	4,755
	<u>76,553</u>	<u>94,827</u>

LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 30 JUNE 2023

6 Grants payable

	2023	2022
	£	£
Grants to institutions:		
Local schools	9,129	41,337
Friends of Norton Common	-	500
Dance Academy	-	1,000
NHDC Citizens Advice Bureau	5,000	5,000
Letchworth Garden City Eagles	-	500
North Herts Speakers	300	-
Wymondley Wood Scout Group	12,000	-
Make Lunch Letchworth	500	-
	<u>26,929</u>	<u>48,337</u>
81 University students received average grants of £500 for educational learning materials	40,500	31,500
5 individuals received average grants of £400 for educational, medical or sporting support	-	2,000
4 individuals received an average of £364 for miscellaneous local grants	1,455	2,770
	<u>68,884</u>	<u>84,607</u>

7 Trustees

None of the trustees (or any persons connected with them) received any remuneration from the trust during the year.

During the year, an honorarium of £3,000 and office expenses of £1,500 were paid to the secretary (2022 - £3,000 and £1,500 respectively).

8 Employees

The average monthly number of employees during the year was:

	2023	2022
	Number	Number
Total	<u>-</u>	<u>-</u>

There were no employees whose annual remuneration was more than £60,000.

LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 30 JUNE 2023

9 Net gains/(losses) on investments

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
Revaluation of investments	<u>(35,501)</u>	<u>(8,167)</u>

10 Fixed asset investments

	Listed investments	Unlisted investments	Total
	£	£	£
Cost or valuation			
At 1 July 2022	467,578	470,000	937,578
Valuation changes	<u>(10,501)</u>	<u>(25,000)</u>	<u>(35,501)</u>
At 30 June 2023	<u>457,077</u>	<u>445,000</u>	<u>902,077</u>
Carrying amount			
At 30 June 2023	<u>457,077</u>	<u>445,000</u>	<u>902,077</u>
At 30 June 2022	<u>467,578</u>	<u>470,000</u>	<u>937,578</u>

The unlisted investments represent the charitable company's shareholding in Letchworth Housing Investments Limited, a company registered in England (Registered number 07128548), whose registered office address is Unit 1b, Focus Four, Fourth Avenue, Letchworth Garden City, Hertfordshire, England, SG6 2TU.

Revaluation

Listed investments are revalued using market value share prices at the balance sheet date. Unlisted investments are revalued based on a calculated recoverable amount on the net asset value of the underlying asset (details of which are included in note 2).

If fixed asset investments had not been revalued they would have been included at historical cost which is £294,905 (2022 - £294,905).

11 Financial instruments

	2023	2022
	£	£
Carrying amount of financial assets		
Instruments measured at fair value through profit or loss	<u>902,077</u>	<u>937,578</u>

12 Debtors

	2023	2022
	£	£
Amounts falling due within one year:		
Prepayments and accrued income	<u>130</u>	<u>-</u>

LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 30 JUNE 2023

13 Creditors: amounts falling due within one year

	2023	2022
	£	£
Trade creditors	-	900
Accruals and deferred income	2,592	2,400
	<u>2,592</u>	<u>3,300</u>

14 Analysis of net assets between funds

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Fund balances at 30 June 2023 are represented by:		
Investments	902,077	937,578
Current assets/(liabilities)	221,856	191,258
	<u>1,123,933</u>	<u>1,128,836</u>

15 Related party transactions

There were no disclosable related party transactions during the year (2022 - none).

Accounts

Charity Registration No. 273336

Company Registration No. 00135234 (England and Wales)

LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2022

LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	M Iredale D P M Allen P M Jackson K J R Jones I Mantle M R Muir L A Needham, Chairperson C A Rogers C Sparshott, Treasurer J A Williams
Secretary	S Jenkins
Charity number	273336
Company number	00135234
Principal address	5 Gernon Walk Letchworth Garden City Hertfordshire SG6 3HW
Registered office	PO Box 501 The Nexus Building Broadway Letchworth Garden City Herts SG6 9BL
Independent examiner	UHY Hacker Young PO Box 501 The Nexus Building Broadway Letchworth Garden City Herts SG6 9BL

LETCHWORTH CIVIC TRUST

(A COMPANY LIMITED BY GUARANTEE)

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Statement of financial activities	4
Balance sheet	5
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LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)
FOR THE YEAR ENDED 30 JUNE 2022

The trustees present their report and financial statements for the year ended 30 June 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the trust's governing document, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

Objectives and activities

The objectives of the trust are to promote and advance charitable purposes for the benefit of the public of Letchworth Garden City and its immediate neighbourhood. This is achieved primarily by the distribution of income, by way of grants to individuals, schools, clubs and other organisations operating in Letchworth Garden City.

The trust has continued its educational grant support to the university student population and other school pupils and students in Letchworth Garden City. The trust also gives grants to a number of charitable organisations. The number and size of grant applications received from charities during the year is similar to the previous year. A website has increased awareness of the trusts's existence.

The trust has no plans to change its objectives or the means to achieve them.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the trust should undertake.

Achievements and performance

There has been a 6% increase in the number of 1st year students applying this year for educational support grants to help them at university. There has also been a large fall in the number of applications on behalf of school pupils. A number of one off grants totalling £42,000 were given to schools across the primary sector to help towards Covid-19 catch-up.

The trust has made a surplus in the year.

No investments have been made during the year. The overall value of the investments has decreased during the year.

Financial review

The trustees have noted the risks associated with changes in global markets, particularly the war in Ukraine, and are closely monitoring the returns on the trust's investments. Income for the year has been above that forecast, and also above that of the previous year. Despite the impact of Covid-19 on financial markets, the trust is in a healthy financial position.

Under the reserves policy of the trust, the trustees aim to maintain free reserves in unrestricted funds at a level to meet the anticipated grant applications and governance costs in the period up to the receipts of significant income from investments and grants.

The balance held as unrestricted at 30 June 2022 was £194,558 all of which are regarded as free reserves, against anticipated expenditure of £40,000 up to the end of October 2022. The trustees consider that these reserves will be adequate to meet the requirements of the reserves policy.

The major investments are held primarily for their income potential and capital growth.

Structure, governance and management

The charity is controlled by its governing document, the Memorandum and Articles of Association dated 15 April 1914 as amended 14 June 2022. The trust is established as a company limited by guarantee.

LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)
FOR THE YEAR ENDED 30 JUNE 2022

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

M Iredale

D P M Allen

P M Jackson

K J R Jones

I Mantle

M R Muir

L A Needham, Chairperson

M J Rice

(Resigned 31 May 2022)

C A Rogers

C Sparshott, Treasurer

J A Williams

Trustees are either elected as term trustees or appointed by the Letchworth Garden City Heritage Foundation (LGCHF), North Herts District Council (NHDC) or Herts County Council (HCC).

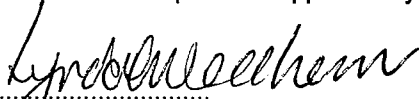
Decision making

The trustees:

- Adopt a policy of distribution of all income, net of expenses, by way of grants. The accumulated funds are maintained so as to achieve future income at a level needed to maintain future expenditure.
- Approve all grant applications prior to payment, and all investments policy decisions, although the day to day administration is undertaken by the secretary.
- Consider the major risk to be the diminution of the value of and returns on its investments. The trustees review the investment policy and mitigate this risk by following a widespread investment policy.

The trustees hold four board meetings in each year. Where necessary, a sub committee of the trustees meets in between board meeting to process additional grant applications.

The trustees' report was approved by the Board of Trustees.



L A Needham, Chairperson

Trustee

Dated: 20/09/22

**LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF LETCHWORTH CIVIC TRUST**

I report to the trustees on my examination of the financial statements of Letchworth Civic Trust (the trust) for the year ended 30 June 2022.

Responsibilities and basis of report

As the trustees of the trust (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the trust are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the trust's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145 (5)(b) of the 2011 Act.

Independent examiner's statement

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

- 1 accounting records were not kept in respect of the trust as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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



Scott Rouse FCA
UHY Hacker Young

PO Box 501
The Nexus Building
Broadway
Letchworth Garden City
Herts
SG6 9BL

Dated: 21/09/22

LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 30 JUNE 2022

	Notes	Unrestricted funds 2022 £	Unrestricted funds 2021 £
<u>Income from:</u>			
Donations and legacies	3	15,000	15,000
Investments	4	95,031	85,794
Total income		110,031	100,794
<u>Expenditure on:</u>			
Charitable activities	5	94,827	79,791
Net gains/(losses) on investments	10	(8,167)	68,242
Net movement in funds		7,037	89,245
Fund balances at 1 July 2021		1,121,799	1,032,554
Fund balances at 30 June 2022		1,128,836	1,121,799

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
BALANCE SHEET
AS AT 30 JUNE 2022

	Notes	2022 £	£	2021 £	£
Fixed assets					
Investments	9		937,578		945,745
Current assets					
Cash at bank and in hand		194,558		177,722	
Creditors: amounts falling due within one year	12	(3,300)		(1,668)	
Net current assets			191,258		176,054
Total assets less current liabilities			1,128,836		1,121,799
Income funds					
Unrestricted funds			1,128,836		1,121,799
			1,128,836		1,121,799

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 30 June 2022.

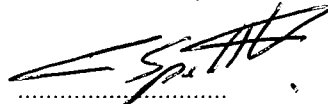
The trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 20/09/22


 L A Needham, Chairperson
 Trustee


 C Sparshott, Treasurer
 Trustee

Company Registration No. 00135234

LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2022

1 Accounting policies

Charity Information

Letchworth Civic Trust is a private company limited by guarantee incorporated in England and Wales. The registered office is PO Box 501, The Nexus Building, Broadway, Letchworth Garden City, Herts, SG6 9BL.

1.1 Accounting convention

The financial statements have been prepared in accordance with the trust's governing document, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The trust is a Public Benefit Entity as defined by FRS 102.

The trust has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the trust. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the trust has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the trust.

1.4 Income

Income is recognised when the trust is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the trust has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the trust has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

1.5 Expenditure

Income and expenses are included in the financial statements as they become receivable or due.

Expenses include VAT where applicable as the company cannot reclaim it.

LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 30 JUNE 2022

1 Accounting policies

(Continued)

1.6 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.8 Financial Instruments

The trust has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the trust's balance sheet when the trust becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Impairment of financial assets

Financial assets, other than those held at fair value through income and expenditure, are assessed for indicators of impairment at each reporting date. Financial assets are impaired where there is objective evidence that, as a result of one or more events that occurred after the initial recognition of the financial asset, the estimated future cash flows have been affected.

If an asset is impaired, the impairment loss is the difference between the carrying amount and the present value of the estimated cash flows discounted at the asset's original effective interest rate. The impairment loss is recognised in net income/(expenditure) for the year.

If there is a decrease in the impairment loss arising from an event occurring after the impairment was recognised, the impairment is reversed. The reversal is such that the current carrying amount does not exceed what the carrying amount would have been, had the impairment not previously been recognised. The impairment reversal is recognised in net income/(expenditure) for the year.

Derecognition of financial assets

Financial assets are derecognised only when the contractual rights to the cash flows from the asset expire or are settled, or when the trust transfers the financial asset and substantially all the risks and rewards of ownership to another entity, or if some significant risks and rewards of ownership are retained but control of the asset has transferred to another party that is able to sell the asset in its entirety to an unrelated third party.

LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 30 JUNE 2022

1 Accounting policies

(Continued)

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the trust's contractual obligations expire or are discharged or cancelled.

1.9 Taxation

The charity is exempt from corporation tax on its charitable activities.

2 Critical accounting estimates and judgements

In the application of the trust's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

Valuation of unlisted Investments

The company adopts the following policy using the principles outlined below, taking into account the specific circumstances of itself and the nature of its investment in Letchworth Housing Investments Limited.

The unlisted investment is valued on the assets basis, applying a minority interest discount of 70% reflecting the limited market for the asset. At each statement of financial position date, an impairment test is undertaken in order to determine whether any impairment is required for the investment by comparing the investment's carrying value to its estimated recoverable amount.

The recoverable amount is based on the net asset value of the underlying asset and is sensitive to the discount rate used.

3 Donations and legacies

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Letchworth Garden City Heritage Foundation	15,000	15,000

LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 30 JUNE 2022

4 Investments

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Letchworth Housing Investments Limited	77,760	70,470
COIF Charities Investment Fund	3,417	3,329
Charifund	13,772	11,984
Interest receivable	82	11
	<u>95,031</u>	<u>85,794</u>

5 Charitable activities

	2022	2021
	£	£
Honorarium	3,000	3,000
Office expenses	1,500	1,500
Bank charges	175	115
General expenses	790	430
	<u>5,465</u>	<u>5,045</u>
Grant funding of activities (see note 6)	84,607	72,880
Governance costs - Audit and accountancy	4,755	1,866
	<u>94,827</u>	<u>79,791</u>

LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 30 JUNE 2022

6 Grants payable

	2022	2021
	£	£
Grants to institutions:		
The Letchworth Settlement	-	25,000
Made with Clay	-	6,558
Centre for Healthy Living	-	3,000
7th Letchworth Scouts	-	2,000
NH & SVS Breakaway Group	-	1,000
Letchworth Romania Association	-	672
Stevenage & North Herts Writing Group	-	500
Make Lunch Letchworth	-	500
Local schools	41,337	-
Friends of Norton Common	500	-
Dance Academy	1,000	-
NHDC Citizens Advice Bureau	5,000	-
Letchworth Garden City Eagles	500	-
	<u>48,337</u>	<u>39,230</u>
63 University students received average grants of £500 for educational learning materials	31,500	29,500
5 school students with disadvantaged home backgrounds received average grants of £120	-	600
5 individuals received average grants for educational medical or sporting support of £400	2,000	3,550
8 individuals received an average of £346 for miscellaneous local grants	2,770	-
	<u>84,607</u>	<u>72,880</u>

7 Trustees

None of the trustees (or any persons connected with them) received any remuneration from the trust during the year.

During the year, an honorarium of £3,000 and office expenses of £1,500 were paid to the secretary (2021 - £3,000 and £1,500 respectively).

8 Employees

The average monthly number of employees during the year was:

	2022	2021
	Number	Number
Total	<u>-</u>	<u>-</u>

LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 30 JUNE 2022

9 Fixed asset investments

	Listed investments	Unlisted investments	Total
	£	£	£
Cost or valuation			
At 1 July 2021	480,745	465,000	945,745
Valuation changes	(13,167)	5,000	(8,167)
At 30 June 2022	467,578	470,000	937,578
Carrying amount			
At 30 June 2022	467,578	470,000	937,578
At 30 June 2021	480,745	465,000	945,745

The unlisted investments represent the charitable company's shareholding in Letchworth Housing Investments Limited, a company registered in England (Registered number 07128548), whose registered office address is Unit 1b, Focus Four, Fourth Avenue, Letchworth Garden City, Hertfordshire, England, SG6 2TU.

Revaluation

Listed investments are revalued using market value share prices at the balance sheet date. Unlisted investments are revalued based on a calculated recoverable amount on the net asset value of the underlying asset (details of which are included in note 2).

If fixed asset investments had not been revalued they would have been included at historical cost which is £294,905 (2021 - £294,905).

10 Net gains/(losses) on Investments

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Revaluation of investments	(8,167)	68,242

11 Financial instruments

	2022	2021
	£	£
Carrying amount of financial assets		
Instruments measured at fair value through profit or loss	937,578	945,745

LETCHWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 30 JUNE 2022

12 Creditors: amounts falling due within one year

	2022	2021
	£	£
Trade creditors	900	-
Accruals and deferred income	2,400	1,668
	<u>3,300</u>	<u>1,668</u>

13 Analysis of net assets between funds

	Unrestricted funds 2022 £	Unrestricted funds 2021 £
Fund balances at 30 June 2022 are represented by:		
Investments	937,578	945,745
Current assets/(liabilities)	191,258	176,054
	<u>1,128,836</u>	<u>1,121,799</u>

14 Related party transactions

There were no disclosable related party transactions during the year (2021 - none).

THE LETCHWORTH CIVIC TRUST

England & Wales - Charity number 273336

Accounts

REGISTERED COMPANY NUMBER: 00135234 (England and Wales)
REGISTERED CHARITY NUMBER: 273336

**REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2021
FOR
LETCWORTH CIVIC TRUST
(A COMPANY LIMITED BY GUARANTEE)**

FKCA Limited
Statutory Auditor
260 - 270 Butterfield
Great Marlings
Luton
Bedfordshire
LU2 8DL

LETCHWORTH CIVIC TRUST

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LETCWORTH CIVIC TRUST

REPORT OF THE TRUSTEES for the Year Ended 30 JUNE 2021

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 30 June 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives, Activities and Public Benefit

The objects of the trust are to promote and advance any charitable purpose for the benefit of the public of Letchworth Garden City and its immediate neighbourhood.

The trustees have paid due regard to the guidance of the Charity Commission in respect of public benefit in deciding on and conducting its activities.

This is achieved primarily by the distribution of income, which includes an annual contribution from the Letchworth Garden City Heritage Foundation, by way of grants to individuals, schools, clubs and other organisations living or operating in Letchworth Garden City.

The trust has continued its educational grant support to the university student population and other school pupils and students in Letchworth Garden City. The trust also gives grants to a number of charitable organisations. The number and size of grant applications received from charities during the year is similar to the previous year. A website has increased awareness of the trust's existence.

The trust has no plans to change its objects or the means to achieve them.

Achievements and Performance

There has been a 45% decrease in the number of 1st year students applying this year for educational support grants to help them at university. There were no grants paid to 3rd year students. There has also been a large fall in the number of applications on behalf of school pupils. There were several substantial institutional grants in the year, including £25,000 to the Letchworth Settlement.

The trust has made a surplus in the year.

No investments have been made during the year. The overall value of the investments has risen during the year.

FINANCIAL REVIEW

Financial Review

The trustees have noted the risks associated with changes in global markets and are closely monitoring the returns on the trust's investments. Income for the year has been above that forecast, and also above that of the previous year. Despite the impact of Coronavirus/Covid-19 on financial markets, the trust is in a healthy financial position.

Under the reserves policy of the trust, the trustees aim to maintain free reserves in unrestricted funds at a level to meet the anticipated grant applications and governance costs in the period up to the receipt of significant income from investments and grants. The balance held as unrestricted funds at 30th June 2021 was £177,722, all of which are regarded as free reserves, against anticipated expenditure of £40,000 up to the end of October 2021. The trustees consider that these reserves will be adequate to meet the requirements of the reserves policy.

The major investments are held primarily for their income potential and capital growth.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, the Memorandum and Articles of Association dated 15th April 1914 as amended 28th February 1977. The trust is established as a company limited by guarantee.

Decision making

The trustees:

- Adopt a policy of distribution of all income, net of expenses, by way of grants. The accumulated funds are maintained so as to achieve future income at a level needed to maintain future expenditure.
- Approve all grant applications prior to payment, and all investment policy decisions, although the day to day administration is undertaken by the secretary.
- Consider the major risk to be the diminution of the value of and returns on its investments. The trustees review the investment policy and mitigate this risk by following a widespread investment policy.

The trustees hold four board meetings in each year. Where necessary, a sub committee of the trustees meets in between board meetings to process additional grant applications.

LETCHWORTH CIVIC TRUST

REPORT OF THE TRUSTEES for the Year Ended 30 JUNE 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Induction and training of new trustees

Trustees are either elected as term trustees or appointed by the Letchworth Garden City Heritage Foundation (LGCHF), North Herts District Council (NHDC) or Herts County Council (HCC). No formal training is given to new trustees.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

00135234 (England and Wales)

Registered Charity number

273336

Registered office

5 Gernon Walk
Letchworth Garden City
Hertfordshire
SG6 3HW

Trustees

Mrs M Iredale
Mr P M Jackson Chairman
Mr I Mantle
Mr M R Muir
Mr M J Rice
Mr C Sparshott Treasurer
Mrs J A Williams
Mr D P M Allen
Mr K J R Jones
Mrs L A Needham (appointed 15.9.21)
Mrs C A Rogers (appointed 15.9.21)

Company Secretary

Mrs S Jenkins

Senior Statutory Auditor

Tara Aldwin ACA

Auditors

FKCA Limited
Statutory Auditor
260 - 270 Butterfield
Great Marlings
Luton
Bedfordshire
LU2 8DL

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of Letchworth Civic Trust for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

LETCHWORTH CIVIC TRUST

REPORT OF THE TRUSTEES for the Year Ended 30 JUNE 2021

STATEMENT OF TRUSTEES' RESPONSIBILITIES - continued

Company law 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

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

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

AUDITORS

The auditors, FKCA Limited, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Approved by order of the board of trustees on 21st October 21 and signed on its behalf by:



Mr P M Jackson - Trustee

REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF LETCWORTH CIVIC TRUST

Opinion

We have audited the financial statements of Letchworth Civic Trust (the 'charitable company') for the year ended 30 June 2021 which comprise the Statement of Financial Activities, the 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 applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 30 June 2021 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 Companies Act 2006.

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 Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company 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 charitable company'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 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 Report of the Independent Auditors 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 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.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF
LETCWORTH CIVIC TRUST**

Matters on which we are required to report by exception

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

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to take advantage of the small companies exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Trustees.

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) 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 charitable company'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 charitable company or to cease operations, or have no realistic alternative but to do so.

REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF LETCWORTH CIVIC TRUST

Our responsibilities for the audit of the financial statements

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 a Report of the Independent Auditors 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:

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non compliance with laws and regulations, we considered the following:

1. The nature of the charity, control environment and the charity's performance.
2. Enquiries with management about their own identification and assessment of the risks of irregularities.
3. The matters discussed among the audit team regarding how and where fraud might occur and fraud indicators.

As a result of these procedures, we considered the opportunities and incentives that may exist within the organisation for fraud and identified the greatest potential for fraud in terms of misstatements in the financial statements was in relation to the valuation of investments. In common with all audits under ISA'S (UK), we are also required to perform specific procedures to respond to the risk of management override.

In addition we considered the legal and regulatory framework that the charity operates in, focusing on provisions of these laws and regulations that had a direct effect on the determination of material amounts and disclosures in the financial statements. Key laws considered include the UK Companies Act and UK Tax Legislation.

We also considered those laws and regulations that 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 avoid a material penalty.

Audit response to risks identified:

The valuation of investments is tested by reviewing the statements and supporting information from the investment providers of its listed investments and from the financial statements of its unlisted investments to confirm the market value stated in the financial statements.

Testing was undertaken to address the risk of management override which included the review / testing of any year end journals and an assessment of whether the judgements made in making accounting estimates are indicative of potential bias.

Due to the size of the accounting function we have also carried out testing to assess the risk of fraudulent payments which included substantive testing on a sample of payments made during the reporting period.

We remained alert to any indications of fraud or non compliance throughout the entire audit process.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF
LETCWORTH CIVIC TRUST**

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them 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 charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



Tara Aldwin ACA (Senior Statutory Auditor)
for and on behalf of FKCA Limited
Statutory Auditor
260 - 270 Butterfield
Great Marlings
Luton
Bedfordshire
LU2 8DL

Date: 19 November 2021

LETCHWORTH CIVIC TRUST

**STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
for the Year Ended 30 JUNE 2021**

	Notes	2021 Unrestricted fund £	2020 Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies		15,000	15,000
Investment income	3	85,794	80,329
Total		100,794	95,329
EXPENDITURE ON			
Charitable activities			
Grants		72,880	63,175
Administrative costs		6,911	7,718
Total		79,791	70,893
Net gains/(losses) on investments		68,242	(29,595)
NET INCOME/(EXPENDITURE)		89,245	(5,159)
RECONCILIATION OF FUNDS			
Total funds brought forward		1,032,554	1,037,713
TOTAL FUNDS CARRIED FORWARD		1,121,799	1,032,554

The notes form part of these financial statements

LETCHWORTH CIVIC TRUST (REGISTERED NUMBER: 00135234)

**BALANCE SHEET
30 JUNE 2021**

	Notes	2021 Unrestricted fund £	2020 Total funds £
FIXED ASSETS			
Investments	8	945,745	877,503
CURRENT ASSETS			
Cash at bank		177,722	156,491
CREDITORS			
Amounts falling due within one year	9	(1,668)	(1,440)
NET CURRENT ASSETS		<u>176,054</u>	<u>155,051</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		1,121,799	1,032,554
NET ASSETS		<u>1,121,799</u>	<u>1,032,554</u>
FUNDS			
Unrestricted funds	10	1,121,799	1,032,554
TOTAL FUNDS		<u>1,121,799</u>	<u>1,032,554</u>

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 21st OCTOBER 2021 and were signed on its behalf by:


Mr P M Jackson - Trustee


Mr C Sparshott - Trustee

LETCWORTH CIVIC TRUST

NOTES TO THE FINANCIAL STATEMENTS for the Year Ended 30 JUNE 2021

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

The charity meets the definition of a public benefit entity under FRS102.

The presentation currency of the financial statements is in Pounds Sterling (£), which is the functional currency of the charity.

In common with many other charities of our size and nature we use our auditors to assist with the preparation of the financial statements, although strict safeguards remain in place for the audit opinion, to remain fully objective.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Fixed asset investments

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing bid market value. Gains and losses on revaluation are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value.

LETCHWORTH CIVIC TRUST

NOTES TO THE FINANCIAL STATEMENTS - continued **for the Year Ended 30 JUNE 2021**

2. CRITICAL ACCOUNTING JUDGEMENTS AND KEY SOURCES OF ESTIMATION UNCERTAINTY

In the application of the charitable company's accounting policies, which are described in note 1, the trustees are required to make judgements, estimates and assumptions about the carrying amounts of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from the estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

Valuation of unlisted investments

The company adopts the following policy using the principles outlined below, taking into account the specific circumstances of itself and the nature of its investment in Letchworth Housing Investments Limited.

The unlisted investment is valued on the assets basis, applying a minority interest discount of 70% reflecting the limited market for the asset. At each statement of financial position date, an impairment test is undertaken in order to determine whether any impairment is required for the investment by comparing the investment's carrying value to its estimated recoverable amount.

The recoverable amount is based on the net asset value of the underlying asset and is sensitive to the discount rate used.

3. INVESTMENT INCOME

	2021	2020
	£	£
Letchworth Housing Investments Limited	70,470	62,100
Charifund	11,984	14,846
Deposit account interest	11	119
COIF Charities Investment Fund	3,329	3,264
	<u>85,794</u>	<u>80,329</u>

4. GRANTS PAYABLE

	2021	2020
	£	£
Grants	<u>72,880</u>	<u>63,175</u>

Grants to institutions

	£
The Letchworth Settlement	25,000
Made with Clay	6,558
Centre for Healthy Living	3,000
7th Letchworth Scouts	2,000
NH & SVS Breakaway Group	1,000
Letchworth Romania Association	672
Stevenage & North Herts Writing Group	500
Make Lunch Letchworth	500
	<u>39,230</u>

LETCHWORTH CIVIC TRUST

NOTES TO THE FINANCIAL STATEMENTS - continued **for the Year Ended 30 JUNE 2021**

4. GRANTS PAYABLE - continued

Grants to individuals	£
59 university students received average grants of £500 for educational learning materials	29,500
5 school students with disadvantaged home backgrounds received average grants of £120	600
9 other individuals received average grants for educational, medical or sporting support of £394.	3,550
	<u>33,650</u>

5. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2021	2020
	£	£
Auditors' remuneration	<u>1,866</u>	<u>1,536</u>

6. TRUSTEES' REMUNERATION AND BENEFITS

No fees were paid to the trustees.

Trustees' expenses

During the year, an honorarium of £3,000 and office expenses of £1,500 were paid to the secretary (2020 - £3,000 and £1,500 respectively).

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

All comparative entries relate to unrestricted funds only.

8. FIXED ASSET INVESTMENTS

	Listed investments £	Unlisted investments £	Totals £
MARKET VALUE			
At 1 July 2020	402,503	475,000	877,503
Revaluations	78,242	(10,000)	68,242
At 30 June 2021	<u>480,745</u>	<u>465,000</u>	<u>945,745</u>
NET BOOK VALUE			
At 30 June 2021	<u>480,745</u>	<u>465,000</u>	<u>945,745</u>
At 30 June 2020	<u>402,503</u>	<u>475,000</u>	<u>877,503</u>

There were no investment assets outside the UK.

LETCHWORTH CIVIC TRUST

NOTES TO THE FINANCIAL STATEMENTS - continued for the Year Ended 30 JUNE 2021

8. FIXED ASSET INVESTMENTS - continued

Cost or valuation at 30 June 2021 is represented by:

	Listed investments £	Unlisted investments £	Totals £
Valuation in 2021	<u>480,745</u>	<u>465,000</u>	<u>945,745</u>

If fixed asset investments had not been revalued they would have been included at the following historical cost:

	2021 £	2020 £
Cost	<u>294,905</u>	<u>294,905</u>

The unlisted investments represent the charitable company's shareholding in Letchworth Housing Investments Limited, a company registered in England (Registered number 07128548), whose registered office address is Unit 1B, Focus Four, Fourth Avenue, Letchworth Garden City, Hertfordshire, SG6 2TU.

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Accrued expenses	<u>1,668</u>	<u>1,440</u>

10. MOVEMENT IN FUNDS

	At 1.7.20 £	Net movement in funds £	At 30.6.21 £
Unrestricted funds			
General fund	1,032,554	89,245	1,121,799
TOTAL FUNDS	<u>1,032,554</u>	<u>89,245</u>	<u>1,121,799</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	100,794	(79,791)	68,242	89,245
TOTAL FUNDS	<u>100,794</u>	<u>(79,791)</u>	<u>68,242</u>	<u>89,245</u>

LETCHWORTH CIVIC TRUST

NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 30 JUNE 2021

10. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.7.19 £	Net movement in funds £	At 30.6.20 £
Unrestricted funds			
General fund	1,037,713	(5,159)	1,032,554
TOTAL FUNDS	<u>1,037,713</u>	<u>(5,159)</u>	<u>1,032,554</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	95,329	(70,893)	(29,595)	(5,159)
TOTAL FUNDS	<u>95,329</u>	<u>(70,893)</u>	<u>(29,595)</u>	<u>(5,159)</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.7.19 £	Net movement in funds £	At 30.6.21 £
Unrestricted funds			
General fund	1,037,713	84,086	1,121,799
TOTAL FUNDS	<u>1,037,713</u>	<u>84,086</u>	<u>1,121,799</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	196,123	(150,684)	38,647	84,086
TOTAL FUNDS	<u>196,123</u>	<u>(150,684)</u>	<u>38,647</u>	<u>84,086</u>

LETCHWORTH CIVIC TRUST

NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 30 JUNE 2021

11. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 30 June 2021.

LETCHWORTH CIVIC TRUST

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 30 JUNE 2021**

	2021 £	2020 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Grants	15,000	15,000
Investment income		
Letchworth Housing Investments Limited	70,470	62,100
Charifund	11,984	14,846
Deposit account interest	11	119
COIF Charities Investment Fund	3,329	3,264
	85,794	80,329
Total incoming resources	100,794	95,329
EXPENDITURE		
Charitable activities		
Honorarium	3,000	3,000
Office expenses	1,500	1,500
Bank charges	115	88
General expenses	430	1,594
Grants to institutions	39,230	4,135
Grants to individuals	33,650	59,040
	77,925	69,357
Support costs		
Governance costs		
Auditors' remuneration	1,866	1,536
	79,791	70,893
Total resources expended	79,791	70,893
Net income before gains and losses	21,003	24,436
Realised recognised gains and losses		
Realised gains/(losses) on fixed asset investments	68,242	(29,595)
	89,245	(5,159)
Net income/(expenditure)	89,245	(5,159)