

**The Mountbatten Memorial Trust
Annual report and financial statements
for the year ended
30th September 2021**

Charity no. 278691

The Mountbatten Memorial Trust

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The Mountbatten Memorial Trust

Legal and administrative information

Patron

HRH The Prince of Wales KG KT GCB

Trustees

The Honourable Michael-John Knatchbull

Chair of Trustees

Ashley Hicks

The Honourable Philip Knatchbull

Ben Moorhead

William Fox

Kelly Knatchbull

Secretary

Kathryn Hodges

Principal office

69 Holgate Road, York, YO24 4AA

Independent Examiner

Gilbert Holbourn FCA FCCA DChA, 1 Upper Bridge Street, Wye, Kent, TN25 5AF

Bankers

Coutts and Co, Villiers Branch, 440 Strand, London, WC2R 0QS

The Mountbatten Memorial Trust

Report of the trustees for the year ended 30th September 2021

The trustees present their report together with the financial statements of the charity for the year ended 30th September 2021.

Objectives and activities

The Trust was set up to honour the ideals of Admiral of the Fleet, the Earl Mountbatten of Burma. This is done by supporting charitable organisations and causes working to further the humanitarian purposes with which he was associated in his latter years. Chief amongst these are:

- (i) Technological research and application of technology in aid of disabled people throughout the world; and
- (ii) Support for the United World Colleges movement which has the aim of providing a broad education to students from around the world.
- (iii) Community Projects - grants are made to aid the young and disadvantaged in various communities throughout Britain. Typical projects include support of youth clubs.

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Trust's aims and objectives and in planning future activities.

Reference and administrative details

The Trust is an unincorporated trust, constituted under a trust deed dated 1 October 1979 and is a registered charity, number 278691. The address of the Trust can be seen on page 1.

Structure, governance and management

The trustees who have served during the year and since the year end are set out on Page 1. New or additional trustees may be appointed by the Board of Trustees at any time. The Trust Deed does not specify a maximum number of trustees, but does provide for a minimum of three trustees. The trustees meet annually to review applications, approve grants and review investment performance. The day-to-day administration of the grants and the processing and handling of applications prior to consideration by the Trustees is delegated to the Trust Secretary.

The majority of the current members of the Board of Trustees are the immediate family of the Late Earl Mountbatten of Burma and are generally long-standing trustees of the charity. The Trust has also appointed a small number of Trustees who are not members of the family, who bring additional skills and strengths to the Board. Induction procedures are in place for any newly appointed trustee and include an information pack comprising a brief history of the Trust, copy Board minutes, the last three years of annual reports and accounts, a copy of the governing trust deed and a copy of the Charity Commission's guidance "The Essential Trustee: What you need to know".

Achievements and performances

An analysis of total resources expended can be found in note 4 to the Financial Statements, which gives a brief summary of how each grant supports the objectives of the Trust.

The Mountbatten Memorial Trust

Report of the trustees for the year ended 30th September 2021 (continued)

Monitoring achievement

Where appropriate organisations are requested to supply feedback on projects which have been supported by the trust.

Risk Management Policy

The trustees have examined the major strategic, business, investment and operational risks which the charity faces and in view of the size and nature of the Charity's activities have concluded there is no significant level of risk to the Charity's funds, other than that which can be managed by prudent book-keeping and budgetary procedures, professional advice annual Independent Examination of the accounts and secure operation of the Charity's banking arrangements. Trustees are satisfied that systems are established to enable regular review so that any necessary steps can be taken to lessen these risks or any arising risks.

Grant Policy

All applications falling within the Charity's objectives, whether received by post or email are put forward to the Grants Sub-committee, which comprises of 3 trustees. The Grants Sub-committee then makes recommendations to the Board at the AGM, based upon those applications which most closely fulfil the Charity's aims and objectives and are responding to the greatest need. The Board makes the final decisions on the allocation of the Charity's funds.

Grants will only be made to UK based charities that do not work exclusively overseas. Grants are usually made on a one-year basis and once an award has been made, two clear years must pass before a further award will be considered. Applicant organisations must have income below £1m in their last financial year. The Charity has an FAQ sheet, which is available from the Trust Secretary, which aims to answer most commonly asked questions and outlines the grants process.

Financial review

The Trust is reliant on the income from its investments, the income from which was £32,051 (2020: £37,972) and from support from other grant making bodies £2,000 (2020: £6,000) or other ad hoc donations.

Statement of trustees' responsibilities for the annual financial statements

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 (FRS 102).

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

The Mountbatten Memorial Trust

Report of the trustees for the year ended 30th September 2021 (continued)

Statement of trustees' responsibilities for the annual financial statements (continued)

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Investment policy

The general policy of the trustees is to grow income and capital ahead of inflation. At the current time the charity is invested exclusively in a portfolio of equities held in a charity equity income fund – M&G Charifund – designed to protect the funds from the effects of inflation.

In accordance with the Trust's accounting policies, investments are stated at market value at the balance sheet date. The market value of the Trust's investment had reduced substantially to £567,342 as at 30th September 2020 but has now recovered and the valuation at 30th September 2021 is £724,650.

Reserves policy

The trustees' policy on reserves is that as a general rule, income is distributed each year, net of costs, with sufficient cash held to facilitate positive cash flow. In the year to 30 September 2021 there were net (outgoing)/incoming resources of £(3,584) (2020: £14,684), excluding gains/ (losses) on investments.

Independent Examiner

Gilbert Holbourn continues as Independent Examiner for the year.

On behalf of the board of trustees

The Hon Michael-John Knatchbull
Trustee

7 July 2022

The Mountbatten Memorial Trust

Independent Examiner's report

I report on the accounts for the year ended 30 September 2021 which are set out on pages 6 to 12.

Respective responsibilities of trustees and examiner

The charity's Trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act;
- To follow the procedures laid down in the general Directions given by the Charity Commission under section 146(5)(b) of the 2011 Act; and
- To state whether particular matters have come to my attention.

Basis of independent Examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent Examiner's statement

In connection with my examination, no matter has come to my attention:

1. Which gives me reasonable cause to believe that, in any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord to the accounting records and comply with the accounting requirements of the 2011 Acthave not been met, or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

.....
Gilbert Holbourn FCA FCCA DChA
1 Upper Bridge Street
Wye
Kent
TN25 5AF

Date: 7 July 2022

The Mountbatten Memorial Trust

**Statement of financial activities
For the year ended 30 September 2021**

| | | 2021 | 2020 |
|--|-------------|----------------|------------------|
| | Note | £ | £ |
| Income: | | | |
| Donations | | 2,000 | 6,000 |
| Investment income | 2 | 32,051 | 37,972 |
| Total income | | 34,051 | 43,972 |
| Expenditure | | | |
| Charitable activities | 3 | 37,635 | 29,288 |
| Net (deficit)/ income and net movement in funds before gains/ (losses) on investments | | (3,584) | 14,684 |
| Net gains/ (losses) on investments | 6 | 157,308 | (181,539) |
| Net movement in funds | | 153,724 | (166,855) |
| Total funds brought forward | | 573,875 | 740,730 |
| Total funds carried forward | | 727,599 | 573,875 |

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

All incoming resources and resources expended derive from continuing activities. The notes on pages 8 to 12 form part of these financial statements.

The Mountbatten Memorial Trust

Balance sheet

As at 30 September 2021

| | | 2021 | 2020 |
|--|------|----------------|----------------|
| | Note | £ | £ |
| Fixed assets | | | |
| Investments | 6 | 724,650 | 567,342 |
| Current assets | | | |
| Cash at bank | | 10,776 | 14,345 |
| Liabilities: | | | |
| Creditors: amounts falling due within one year | 7 | <u>(7,827)</u> | <u>(7,812)</u> |
| Net current assets | | <u>2,949</u> | <u>6,533</u> |
| Net assets | | <u>727,599</u> | <u>573,875</u> |
| Funds | | | |
| Unrestricted general funds | | <u>727,599</u> | <u>573,875</u> |

These financial statements were approved by the Board of Trustees on 7 July 2022 and signed on its behalf by

The Hon Michael-John Knatchbull
Trustee

The notes on pages 8 to 12 form part of these financial statements.

1 Accounting policies

Basis of preparation

The financial statements have been prepared under the historical cost convention. The accounts (financial statements) have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice.

The Mountbatten Memorial Trust constitutes a public benefit entity as defined by FRS102.

The accounts are presented in sterling and are rounded to the nearest pound.

Going Concern

The trustees have considered the consequences of COVID-19 and other events and conditions, and they have determined that they do not create a material uncertainty that casts significant doubt upon the charities' ability to continue as a going concern.

Preparation of a cash flow statement

The accounts do not include a cash flow statement because the Charity, as a small reporting entity, is exempt from the requirement to prepare such a statement.

Income

Donations receivable are accounted for as soon as their amount and receipt are certain. In the case of unsolicited donations this is usually only when they are received. All other income is accounted for under the accruals concept.

Expenditure

Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenses are accounted for on an accruals basis.

Expenditure incurred in connection with the specific objects of the charity is included under the heading direct charitable expenditure.

Support costs represent expenditure incurred in the general running of the charity; these costs are fully attributable to charitable activities.

Grants payable are payments made to third parties in the furtherance of the charitable objectives of the Trust. Single or multi-year grants are accounted for when either the recipient has a reasonable expectation that they will receive a grant and the trustees have agreed to pay the grant without condition, or the recipient has a reasonable expectation that they will receive a grant and any condition attaching to the grant is outside of the control of the Trust.

The irrecoverable element of VAT is included with the item of expense to which it relates.

The Mountbatten Memorial Trust
Notes to the financial statements
For the year ended 30 September 2021

1 Accounting policies (continued)

Investments and investment income

Fixed asset investments are stated at mid-market value at the balance sheet date. Gains and losses on investments both realised and unrealised are included in the statement of financial activities. All income arising on investments is accounted for on a receivable basis.

Fund accounting

Funds that may be held by the Trust are either:-

Unrestricted general funds – these are funds which can be used by the Charity in accordance with the charitable objectives at the discretion of the Trustees.

Restricted funds – these are funds that can only be used for a particular restricted purpose within the objects of the Charity. Restrictions arise when specified by the donor or when funds have been raised for particular restricted purposes.

2 Investment income

| | 2021 | 2020 |
|-------------------------|---------------|---------------|
| | £ | £ |
| Listed investments – UK | 32,049 | 37,941 |
| Bank interest | 2 | 31 |
| | <u>32,051</u> | <u>37,972</u> |

3 Charitable activities

| | 2021 | 2020 |
|------------------------------------|----------------------|----------------------|
| | £ | £ |
| Grants | <u>33,120</u> | <u>25,120</u> |
| Support costs | | |
| Administration costs | 3,640 | 3,293 |
| Independent examination | 875 | 875 |
| | <u>4,515</u> | <u>4,168</u> |
| Total charitable activities | <u><u>37,635</u></u> | <u><u>29,288</u></u> |

During the year, the Charity had no employees (2020: none). Trustees received no remuneration (2020: £nil) and were not reimbursed for any of their expenses (2020: £nil).

The Mountbatten Memorial Trust

Notes to the financial statements

For the year ended 30 September 2021

4 Analysis of total resources expended
Direct charitable expenditure - Grants

| | 2021 | 2020 |
|---|-------------|-------------|
| | £ | £ |
| Amy Winehouse Foundation – Reg. Charity No. 1143740 | 4,000 | - |
| Support for a schools based programme delivering a preventative mental health strategy. | | |
| Canine Partners – Reg. Charity No. 803680 | 2,000 | - |
| National support dog charity. | | |
| Atlantic College – Reg. Charity No. 525761 | 6,120 | 6,120 |
| A commitment to part fund the Mountbatten workshops | | |
| British Blind Sport – Reg. Charity No. 1168093 | - | 2,000 |
| National sports charity for people with sight loss | | |
| Helping Disabilities - Reg. Charity No. 1184724 | 2,000 | - |
| Support for families with disabled children | | |
| Bradford Inclusive Disability Support - Reg. Charity No. 503944 | 2,000 | - |
| Family support for children with disabilities in Bradford. | | |
| City Escape - Reg. Charity No. 1069707 | - | 2,000 |
| Provide holidays for disadvantaged children | | |
| Climbing Out - Reg. Charity No. 11450230 | - | 2,000 |
| Provide 5-day residential breaks for people 15-30 affected by life changing injury | | |
| Demand - Reg. Charity No. 1008128 | 3,000 | - |
| Design and manufacture for disability | | |
| Just Finance Foundation - Reg. Charity No. 1172050 | - | 2,000 |
| National movement for financial inclusion | | |
| Kids n Action - Reg. Charity No. 1096182 | 2,500 | - |
| Provide out of school activities for disadvantaged and disabled children | | |
| PhysioNet – Reg. Charity No. 1175932 | - | 2,000 |
| Equipment to support disabled people living overseas | | |
| PHOEBE – Reg. Charity No. 1135541 | 5,500 | - |
| International women's charity helping BME victims of domestic violence | | |
| Carried forward | 27,120 | 16,120 |

The Mountbatten Memorial Trust

Notes to the financial statements

For the year ended 30 September 2021

4. Analysis of total resources expended (continued)

Direct charitable expenditure – Grants

| | 2021 £ | 2020 £ |
|--|---------------|---------------|
| Brought forward | 27,120 | 16,120 |
| Re-map - Reg. Charity No. 1137666 | - | 2,000 |
| Equipment for disabled people to enable them to live independently | | |
| Support Dogs - Reg. Charity No. 1088281 | 2,000 | - |
| Provide support dogs to children and adults with disabilities. | | |
| The Horse Rangers Association - Reg. Charity No. 1098257 | 2,000 | - |
| Voluntary youth organization teaching children from disadvantaged homes | | |
| Wheelpower - Reg. Charity No. 265498 | - | 2,000 |
| National charity for wheelchair sport | | |
| The Wheely Boat Trust - Reg. Charity No. 292216 | - | 2,000 |
| Contribution to a new boat to provide waterborne activities to impaired people | | |
| YCDT - Reg. Charity No. 1150197 | - | 1,000 |
| Supporting the development of young carers | | |
| Youth Encouragement & Socials (YES) – Reg. Charity No. 1158807 | 2,000 | - |
| Hackney projects supporting 13-16 year olds living in deprivation | | |
| Volunteering Matters - Reg. Charity No. 291222 | - | 2,000 |
| Ground mentors scheme for young carers | | |
| | <u>33,120</u> | <u>25,120</u> |

The Mountbatten Memorial Trust

Notes to the financial statements

For the year ended 30 September 2021

5. Reconciliation of grants payable

| | 2021 | 2020 |
|---|--------------|--------------|
| | £ | £ |
| Grants unpaid at 1 October 2020 | 6,120 | 10,000 |
| Grants made in year | 33,120 | 25,120 |
| Grants paid in year | (33,120) | (29,000) |
| | <hr/> | <hr/> |
| Grants unpaid at 30 September 2021 | 6,120 | 6,120 |
| | <hr/> <hr/> | <hr/> <hr/> |
| Grants falling due within one year | 6,120 | 6,120 |
| | <hr/> <hr/> | <hr/> <hr/> |

6. Fixed assets investments

| | 2021 | 2020 |
|--|----------------|----------------|
| | £ | £ |
| Market value at 1 October 2020 | 567,342 | 748,881 |
| Movement in unrealised profit/ (loss) | 157,308 | (181,539) |
| | <hr/> | <hr/> |
| Market value at 30 September 2021 | 724,650 | 567,342 |
| | <hr/> <hr/> | <hr/> <hr/> |
| Listed investments at market value comprise: 47,132 M&G Securities Limited Charifund Income | 724,650 | 567,342 |
| | <hr/> <hr/> | <hr/> <hr/> |

7. Creditors: amounts falling due within one year

| | 2021 | 2020 |
|---|--------------|--------------|
| | £ | £ |
| Provision for charitable commitments (see note 4) | 6,120 | 6,120 |
| Accruals | 1,707 | 1,692 |
| | <hr/> | <hr/> |
| | 7,827 | 7,812 |
| | <hr/> <hr/> | <hr/> <hr/> |