

REGISTERED CHARITY NUMBER: 289866

REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 OCTOBER 2021
FOR

PROVINCIAL GRAND LODGE OF WEST KENT
CHARITY FUND

Stones Accountancy Ltd
Chartered Accountants
5 North Court
Armstrong Road
Maidstone
Kent
ME15 6JZ

PROVINCIAL GRAND LODGE OF WEST KENT
CHARITY FUND

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For The Year Ended 31 October 2021

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PROVINCIAL GRAND LODGE OF WEST KENT
CHARITY FUND

REPORT OF THE TRUSTEES
For The Year Ended 31 October 2021

The Trustees present their report with the financial statements of the Charity for the year ended 31 October 2021.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

289866

Principal address

Oakley House
Bromley Common
Bromley
Kent
BR2 8HA

Trustees

M S Vos	Trustee
R C Grove	Trustee
P B Woodman	Trustee
A P L Fermor	Trustee
P Sawyer	Ex Officio – Provincial Grand Treasurer
	Treasurer

Independent examiner

Stones Accountancy Ltd
Chartered Accountants
5 North Court
Armstrong Road
Maidstone
Kent
ME15 6JZ

Investment Advisers

Quilter Cheviot Asset Management Limited
One Kingsway
London
WC2B 6AN

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Provincial Grand Lodge of West Kent Charity Fund is constituted by Trust Deed.

Recruitment and appointment of new Trustees

The appointment of Trustees is governed by the trust deed of the Charity.

Induction and training of new Trustees

The Board of Trustees keeps the skill requirements for the Trustee Body under review. Training expenses are provided for new Trustees together with an induction pack comprising a copy of the governing trust deed, a copy of last year's annual report and accounts, copies of board minutes and a copy of the Charity Commission's guidance - "The Essential Trustee"

Organisational structure

The day to day management of the Charity is vested in the Provincial Grand Charity Committee appointed in accordance with the Trust Deed

PROVINCIAL GRAND LODGE OF WEST KENT
CHARITY FUND
REPORT OF THE TRUSTEES
For The Year Ended 31 October 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Charity Committee

Steve Rozier (Chair), David Stock, Tim Perrin, Wally Freeman, Kieron Lockyer, Martin Eggleton, Neil Bevan, Alan Short (Secretary), Peter Sawyer (Provincial Grand Treasurer)

Risk management

The Trustees have a duty to identify and review the risks to which the Charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. The Trustees have examined the major strategic, business and operational risks which the Charity faces and confirm that the systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.

OBJECTIVES AND ACTIVITIES

Objectives and aims

The objectives of the Trust are to provide grants to any Masonic or other Charity and to deserving cases in the Province and the local community. The policy of the Charity Fund is to continue to raise funds necessary to enable it to meet its objectives.

Grant making policies

The Charity Committee has power to make grants to any Masonic or other Charity and to deserving cases in the Province. The total grants to any one recipient shall not normally exceed £10,000 in any twelve months and such grants shall be approved at the next meeting of Provincial Grand Lodge.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Incoming resources of £50,676 was represented by investment income of £40,816 from assets managed by Quilter Cheviot, together with £9,860 from per capita donations. From these monies appropriate charitable donations totalling £54,934 were made to primarily very worthy non-Masonic charities and benevolent causes.

Investment portfolio performance

Annual investment performance was 23.1%, represented by capital appreciation of 19.6% together with a very credible income yield of 3.5%. World stock markets recovered well even though new strains of the COVID virus created further concerns and fiscal uncertainty. The significant annual investment return was considered an excellent achievement, especially with the high level of distributed income, as these monies are the basis for enabling us to continue our high level of charitable giving. It is anticipated that global financial markets will continue to be volatile, mainly due to further political and economic uncertainties, therefore, the short to medium term outcome is most unpredictable, however as we are invested for the long term the investment managers feel that our medium risk profile is appropriate. During our annual Trustees and investment meeting the fund managers gave a very informative overview of world markets and stocks held in the portfolio, which was appreciated by the Trustees.

FINANCIAL REVIEW

Reserves policy

It is the policy of the Charity to maintain funds at a level to be able to respond to appropriate applications, which arise from time to time. The Charity also aims to maintain approximately £1 million in an investment portfolio in order to provide sufficient annual income to enable it to make charitable grants to public charities and community projects and to support appeals for funds following any emergency, which may occur in the local or wider community.

Investment policy and objectives

The investment portfolio is managed by Quilter Cheviot Investment Managers with the aim of generating sustainable income that will support donations made.

PROVINCIAL GRAND LODGE OF WEST KENT
CHARITY FUND
REPORT OF THE TRUSTEES
For The Year Ended 31 October 2021

Statement of Trustees' Responsibilities

The Trustees are responsible for preparing the Trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

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

- • select suitable accounting policies and then apply them consistently;
- • observe the methods and principles in the Charities SORP;
- • make judgements and estimates that are reasonable and prudent;
- • state whether applicable accounting standards have been followed, 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 business.

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

The annual report was approved by the Trustees of the Charity on 4th March 2022 and signed on its behalf by:

.....
P Sawyer – Provincial Grand Treasurer

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
PROVINCIAL GRAND LODGE OF WEST KENT
CHARITY FUND

I report on the accounts for the year ended 31 October 2021 set out on pages five to ten.

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 required.

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 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

Basis of the 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 statements 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 with the accounting records and to comply with the accounting requirements of the 2011 Act

have 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.

Peter O'Donnell FCA
Stones Accountancy Ltd
Chartered Accountants
5 North Court
Armstrong Road
Maidstone
Kent
ME15 6JZ

Date: 4th March 2022

PROVINCIAL GRAND LODGE OF WEST KENT
CHARITY FUND

STATEMENT OF FINANCIAL ACTIVITIES
For The Year Ended 31 October 2021

	Notes	31.10.21 £	31.10.20 £
INCOMING RESOURCES			
Incoming resources from generated funds			
Voluntary income	2	9,860	40,971
Investment income	3	<u>40,816</u>	<u>39,185</u>
Total incoming resources		50,676	80,156
RESOURCES EXPENDED			
Costs of generating funds			
Investment Management costs	4	9,066	8,195
Charitable activities			
Annual Grants to Masonic Charities		-	10,000
Other Charitable Donations		37,034	83,139
West Kent Emergency fund grants		17,900	57,245
Governance costs	5	<u>1,335</u>	<u>1,272</u>
Total resources expended		<u>65,335</u>	<u>159,851</u>
NET INCOMING/(OUTGOING) RESOURCES		(14,659)	(79,695)
Realised gains/(losses) on fixed asset investments		<u>62,108</u>	<u>5,513</u>
Net income/(expenditure)		47,449	(74,182)
Unrealised gains/losses on investment assets			177,681 (29,342)
Net movement in funds			225,130 (103,524)
RECONCILIATION OF FUNDS			
Total funds brought forward			

The notes form part of these financial statements

1,285,227
1,388,751

TOTAL FUNDS CARRIED FORWARD

1,510,357
1,285,227

PROVINCIAL GRAND LODGE OF WEST KENT
CHARITY FUND

BALANCE SHEET
At 31 October 2021

	Notes	31.10.21 £	31.10.20 £
FIXED ASSETS			
Investments	8	1,398,227	1,168,763
CURRENT ASSETS			
Debtors			
11,905			
9,205			
Grand Charity Relief Chest			
9			
55,782			
54,352			
Cash at bank and in hand			
51,540			
52,907			
119,227			
116,464			
CREDITORS			
Amounts falling due within one year			
10			
7,097			
-			

The notes form part of these financial statements

NET CURRENT ASSETS

112,130
116,464

TOTAL NET ASSET

1,510,357
1,285,227

TOTAL FUNDS

11

1,510,357
1,285,227

The notes form part of these financial statements

The financial statements were approved by the Board of Trustees on 4th March 2022 and were signed on its behalf by:

.....
R C Grove - Trustee

.....
P B Woodman - Trustee

PROVINCIAL GRAND LODGE OF WEST KENT
CHARITY FUND

NOTES TO THE FINANCIAL STATEMENTS
For The Year Ended 31 October 2021

1. ACCOUNTING POLICIES

Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

Basis of preparation

Provincial Grand Lodge of West Kent meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Exemption from preparing a cash flow statement

The Charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

Going concern

The Trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the Charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources Expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs 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.

Stock

Stock is valued at the lower of cost and estimated selling price less costs to complete and sell, after due regard for obsolete and slow moving stocks. Cost is determined using the first-in, first-out (FIFO).

Taxation

The Charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the Charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

PROVINCIAL GRAND LODGE OF WEST KENT
CHARITY FUND

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
For The Year Ended 31 October 2021

2. VOLUNTARY INCOME

	31.10.21	31.10.20
	£	£
Donations	-	5,894
Per Capita Contributions	9,860	5,256
Almoners fund	-	-
Masonic Charity Foundations grants	<u>-</u>	<u>29,821</u>
	<u>9,860</u>	<u>40,971</u>

3. INVESTMENT INCOME

	31.10.21	31.10.20
	£	£
Dividend Received	40,795	38,647
Deposit account interest	3	58
Other Interest Receivable	<u>18</u>	<u>480</u>
	<u>40,816</u>	<u>39,185</u>

4. INVESTMENT MANAGEMENT COSTS

	31.10.21	31.10.20
	£	£
Support costs	<u>9,066</u>	<u>8,195</u>

5. GOVERNANCE COSTS

	31.10.21	31.10.20
	£	£
Independent Examiner's fee	<u>1,335</u>	<u>1,272</u>
	<u>1,335</u>	<u>1,272</u>

PROVINCIAL GRAND LODGE OF WEST KENT
CHARITY FUND

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
For The Year Ended 31 October 2021

6. Taxation

The Charity is a registered charity and is therefore exempt from taxation.

7. TRUSTEES' REMUNERATION AND BENEFITS

There were no Trustees' remuneration or other benefits for the year ended 31 October 2021 nor for the year ended 31 October 2020.

Trustees' expenses

There were no Trustees' expenses paid for the year ended 31 October 2021 nor for the year ended 31 October 2020.

8. FIXED ASSET INVESTMENTS

	Listed investment s £
MARKET VALUE	
At 1 November 2020	1,168,763
Additions	226,245
Disposals	(170,245)
Revaluations	<u>173,464</u>
At 31 October 2021	<u>1,398,227</u>
NET BOOK VALUE	
At 31 October 2021	<u>1,398,227</u>
At 31 October 2020	<u>1,168,763</u>

There were no investment assets outside the UK.

PROVINCIAL GRAND LODGE OF WEST KENT
CHARITY FUND

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
For The Year Ended 31 October 2021

9. GRAND CHARITY RELIEF CHEST

During the year, donations to the Provincial Grand Charity Relief Chest were made and expended as follows:-

	31.10.21	31.10.20
Opening balance	54,352	71,362
Receipts:		
Annual Festival		-
Prostate Initiative	2,412	2,010
Miscellaneous		500
	<u>2,412</u>	<u>2,510</u>
Donations:		
West Kent Emergency Fund	(1,000)	(20,000)
	<u> </u>	<u>(20,000)</u>
		0)
Interest received:	<u>18</u>	<u>480</u>
Closing balance	<u>55,782</u>	<u>54,352</u>

10.
CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.10.21	31.10.20
	£	£
Other creditors		
7,097		
-		

11.
MOVEMENT IN FUNDS

	Balance 01.11.20	Net movement in funds	Balance 31.10.21
	£	£	£
Total funds			
General / Specific fund	1,285,227	225,130	1,510,357
TOTAL FUNDS	<u>1,285,227</u>	<u>225,130</u>	<u>1,510,357</u>

PROVINCIAL GRAND LODGE OF WEST KENT
CHARITY FUND

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
For The Year Ended 31 October 2021

	31.10.21 £	31.10.20 £
INCOMING RESOURCES		
Voluntary income		
Donations	-	5,894
Per Capita Contributions	9,860	5,256
Almoners fund	-	-
Masonic Charity Foundations grants received	<u>-</u>	<u>29,821</u>
	<u>9,860</u>	<u>40,971</u>
Investment income		
Dividend Received	40,795	38,647
Deposit account interest	3	58
Other Interest Receivable	<u>18</u>	<u>480</u>
	<u>40,816</u>	<u>39,185</u>
Total incoming resources	50,676	80,156
RESOURCES EXPENDED		
Charitable activities		
Wheelchair Maintenance	-	76
Community Fund Grants	8,692	40,939
PGM's Discretionary Grants	-	250
Almoners Fund Grants	750	1,499
Prostate Cancer initiative	3,950	4,128
Other Provincial Grants	17,250	36,247
West Kent Emergency fund grants	17,900	57,245
Other donations	6,392	-
Annual Masonic Donations	<u>-</u>	<u>10,000</u>
	54,934	150,384
Independent Examiners Fee	1,335	1,272
Investment Management Costs	<u>9,066</u>	<u>8,195</u>
Total resources expended	<u>65,335</u>	<u>159,851</u>
Net income/(expenditure) before gains / losses	(14,659)	(79,695)
Realised Gains/(Losses) on Investments	62,108	5,513
Unrealised Gains/(losses) on Investments	<u>177,681</u>	<u>(29,342)</u>
Net movement in Funds	225,130	(103,524)
Funds brought forward	<u>1,285,227</u>	<u>1,388,751</u>
Funds carried forward	<u><u>1,510,357</u></u>	<u><u>1,285,227</u></u>

This page does not form part of the statutory financial statements