

# **KNEBWORTH VILLAGE TRUST**

Registered Charity No. 297228

## **ANNUAL REPORT AND ACCOUNTS**

**2023**

# REPORT OF THE TRUSTEES

For the year ended 31 December 2023

The Trustees present their annual report and financial statements of the charity for the year ended 31 December 2023.

## REFERENCE AND ADMINISTRATIVE INFORMATION

The charity registration number is 297228.

The charity is managed by the trustees together with an Honorary Treasurer and Honorary Secretary. Names of trustees and honorary officers who served during the year are included as an appendix to this report.

The Chair is elected from the trustees periodically.

The charity does not have an office and can be contacted at the address of the Honorary Secretary.

## STRUCTURE, GOVERNANCE AND MANAGEMENT

### Governing Document

The charity is an unincorporated association controlled by its governing document, a deed of trust dated 9<sup>th</sup> July 1987 and subsequent amendment made on 21<sup>st</sup> February 2006.

### Appointment of Trustees

The number of trustees shall not be less than five or more than sixteen. As well as permanent trustees, the two members of the North Hertfordshire District Council for the Parish of Knebworth, the Chairperson and Vice Chairperson of the Knebworth Parish Council, a representative of the Clergy Ministers for the Parish of Knebworth, the Head Teacher or Deputy Head Teacher of the Knebworth Village School, and a representative for the youth organisations for the village. Other trustees may be appointed by a resolution of the Trustees recorded in the minutes.

### Trustee induction and training

Prospective trustees are asked to attend a trustee meeting where they can find out more about the role. New trustees are sent a role description, a copy of the trust document, minutes of recent meetings, latest financial accounts and guidance from the charity commission on the role of trustees.

### Organisational Structure

The trustees meet four times per calendar year, to consider applications from organisations active in the village for financial support and to review the investment portfolio, policies and

strategy. Representatives from applicant organisations are invited to attend the meeting to present their applications. The trustees met in-person four times during 2023.

### **OBJECTIVES AND ACTIVITIES**

The objectives of the Trust are to promote any charitable purpose for the general benefit of the inhabitants of the parish of Knebworth in the County of Hertfordshire, without distinction of religious or political opinions. The trustees aim to achieve this by encouraging grant applications from organisations active in the village.

### **ACHIEVEMENT AND IMPACT**

The Trust approved grants to six organisations and community groups during the year, totalling £15,313. These grants have supported early years provision, community events and village facilities, benefiting some of the youngest residents as well as those in more senior years. Further detail about the size and recipients of grants is available in the financial report.

Grants totalling £13,477 were paid during the year.

### **FINANCIAL REVIEW**

The net assets ("total reserves" or "fund value") of the Trust at 31 December 2023 were £673,586. There was an increase in fund value of £14,556 from the previous year; the fund value remains below the value recorded at 31 December 2021 (£700,635). These reserves are held in order to provide continuing income from which grants may be made to achieve the objectives of the Trust.

The reserves policy of the Trust is to retain a fund capable of providing sufficient annual income to meet the charitable objectives so that the Trust may continue as a viable entity for the foreseeable future. To this end, roughly 94% of the assets are invested in two unit trusts especially designed for charities; the one comprising gilt edged and fixed interest securities, the other high quality equities aimed at producing capital appreciation as well as reasonable income. Over the years the Trustees have endeavoured to safeguard the Trust's long-term viability by maintaining the fund value in real terms using the retail price index as a comparative measure, whilst recognising that for reasons often beyond the control of the trustees this may not always be possible. At 31 December 2023 the fund value was 63% of the original fund value measured in this way.

ON BEHALF OF THE TRUSTEES



Stuart Biddle

14 April 2024

## APPENDIX

### TRUSTEES

Dr Ella Aidoo	Permanent Trustee
Mr Stuart Biddle	Permanent Trustee (appointed February 2023; Hon. Chair from April 2023)
Ms Nicola Corrin	Permanent Trustee
Mr Stephen Hamid	Permanent Trustee
Mrs Sarah Hammond Ward	Permanent Trustee (Hon. Chair until April 2023)
Rev Charles King	Clergy Ministers Representative
Ms Natasha Laskey	Knebworth School Representative
Ms Lisa Nash	District Council Representative
Mrs Penelope Parr	Youth Groups Representative
Mr Colin Stringer	Parish Council Representative (retired July 2023)
Ms Mandi Tandi	District Council Representative
Mr Jason Walker	Permanent Trustee
Mr Paul Ward	Parish Council Representative (appointed July 2023)
Mr Roger Willcocks	Parish Council Representative
Mr Brian Worthington	Permanent Trustee

### HONORARY TREASURER

Ms Alison Gray ACA	92 London Road, Knebworth SG3 6HB Email: <a href="mailto:treasurer@kvt.org.uk">treasurer@kvt.org.uk</a>
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### Honorary Secretary

Mrs Catherine Williams	3 Bell Close, Knebworth SG3 6AJ Email: <a href="mailto:info@kvt.org.uk">info@kvt.org.uk</a>
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### INDEPENDENT REPORTING ACCOUNTANTS

Mr Martin Allen	Apple Tree Lodge, 3 The Green, Old Knebworth
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### Bankers

Barclays Bank plc	Business Banking, Leicester, LE87 2BB
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# **KNEBWORTH VILLAGE TRUST**

Registered Charity No. 297228

## **STATEMENT OF ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2023**

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# KNEBWORTH VILLAGE TRUST

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## RECEIPTS AND PAYMENTS ACCOUNT for the year ended 31 December 2023

	Notes	2023 £	2022 £
EXTERNAL RECEIPTS			
Unit Trust Distribution -			
M&G Charifund		19,718	19,142
M&G Charibond		10,388	5,714
		<b>30,106</b>	24,855
Interest received		211	-
Donation		137	161
Receipts arising from lease		-	200
		<b>30,454</b>	25,216
EXTERNAL PAYMENTS			
Secretarial services		3,375	3,275
Secretary's expenses - copying etc.		25	103
Trustees Insurance		142	142
Hire of premises for meeting		83	39
		<b>3,625</b>	3,559
Grants paid	1	13,477	9,873
		<b>17,102</b>	13,433
Surplus on External Receipts and Payments		13,352	11,783
Purchase of Investments		-	-
Sale of Investments		-	-
Surplus of Receipts over Payments		13,352	11,783
Cash assets at start of year		37,838	26,055
Cash assets at end of year		51,190	37,838

**STATEMENT OF ASSETS AND LIABILITIES**  
**as at 31 December 2023**

	Notes	<b>2023</b>	2022
		<b>£</b>	<b>£</b>
Fixed Assets			
Car Park lease valued at		<b>1,000</b>	1,000
Invested Assets			
M&G Charifund Units at market value		<b>330,941</b>	338,905
M&G Charibond Units at market value		<b>290,454</b>	281,287
	2	<b>621,395</b>	620,191
Cash assets			
Barclays Bank plc		<b>51,190</b>	37,839
		<b>51,190</b>	37,839
Liabilities			
Creditors		-	-
<b>NET ASSETS representing TRUST FUND</b>	3	<b>673,586</b>	659,030

Approved by the Trustees on 30 April 2024  
and signed on their behalf by



Chair of Trustees

Stuart Biddle

# KNEBWORTH VILLAGE TRUST

Registered Charity No. 297228

## Independent Examiner's Report to the Trustees of Knebworth Village Trust

I report to the trustees on my examination of the accounts of Knebworth Village Trust (the Trust) for the year ended 31 December 2023, which are set out on pages 1 and 2.

### Responsibilities and basis of report

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

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

### Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention 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 130 of the Act; or
2. the accounts do not accord with those records.

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 accounts to be reached.



**Martin Allen FCA**  
**Apple Tree Lodge**  
**3 The Green**  
**Old Knebworth**  
**Hertfordshire**

Date: 24 APRIL 2024