

Charity Commission Registered Number : 299026

CBRE UK CHARITABLE TRUST

**Receipts and Payments Accounts
For the year ended 31 October 2020**

CBRE UK CHARITABLE TRUST

Receipts and Payments Accounts Year to 31 October 2020

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CBRE UK CHARITABLE TRUST

Receipts and Payments Accounts Year to 31 October 2020

CC16a(substitut

Section A - Receipts and Payments

Registered charity number 299026

For the financial year ended 31.10.20

The CBRE UK Charitable Trust (the "Trust" or "Charity") only has an unrestricted (or general) fund. The Charity has no restricted funds and no endowment funds.

	This year's amount to the nearest £	Last year's amount to the nearest £
<u>Receipts</u>		
Incoming resources		
Donations, legacies and other similar receipts		
Funding from CBRE Limited	35,000	41,458
Funding from CBRE Managed Services Limited	20,000	20,000
Donations from the staff and suppliers of CBRE Limited	-	356
Cancelled donation not replaced from prior year	-	875
Investment income receipts		
Bank deposit interest	12	36
Bank Loyalty Award	-	3
Total Receipts	55,012	62,729
<u>Payments</u>		
Grants paid		
Charitable donations	31,510	51,815
Management & Administration		
Independent Examiner's fee	300	300
Bank Charges / (Refunds)	88	-13
Total Payments	31,898	52,103
Net of Receipts/(Payments)	23,115	10,626
Cash funds last year end	32,720	22,094
Cash funds this year end	55,834	32,720

CBRE UK CHARITABLE TRUST

Receipts and Payments Accounts Year to 31 October 2020

CC16b(substitute)

Section B - Statement of Assets and Liabilities at Year End


Charity Commission registered number 299026

For the financial year ended 31.10.20

	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
Cash Funds			
Barclays Bank plc - Business current a/c	46,276	-	-
Barclays Bank plc - Business base rate tracker a/c	9,558	-	-
Barclays Bank plc - Treasury Deposit a/c			
Total Cash Funds	<u>55,834</u>	<u>-</u>	<u>-</u>

	Fund to which it belongs	Amount due £	When due
Liabilities			
Independent Examination fee	Unrestricted	300	

Signed by two Trustees on behalf of all the Trustees


 Date of approval 16/6/21

Name: A NAFTIS
 Name: G GREGORY

CBRE UK CHARITABLE TRUST

Independent Examiner's Report on the Accounts

Receipts and Payments Accounts

Report to the Trustees of the CBRE UK Charitable Trust (registered charity number 299026) on the Accounts for the year ended 31 October 2020, set out on pages 3 to 4 and 10 to 13.

Respective Responsibilities of Trustees and Independent 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 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the Accounts under section 145 of the Charities Act;
- follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act); and
- state whether particular matters have come to my attention.

Basis of Independent Examiner's statement

My examination was carried out in accordance with General Directions given by the Charity Commissioners. 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 the 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 the course of 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 Charities Act;
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met;

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the Accounts to be reached.

Signed:



Date: 12/06/2021

Name:

S Lewcock

Relevant professional
qualification or body:

ACCA

Address:

Windsor Lodge
Millfield Road
Hounslow
Middlesex
TW4 5PN

CBRE UK CHARITABLE TRUST

Trustees' Annual Report (Accompanying Receipts and Payments Accounts)

Section A Reference and Administration Details

Charity name: CBRE UK Charitable Trust

Register charity number: 299026

For the financial year beginning on: 01.11.19

For the financial year ending on: 31.10.20

Charity's principal address: St Martin's Court
10 Paternoster Row
London
EC4M 7HP

Trustee Name	Dates acted if not for whole year	Name of person or body entitled to appoint Trustee
G Gregory	-	Operating Executive of CBRE Ltd
R Bains	Appointed 14 September 2020	as above
Y Harper	Retired 14 September 2020	as above
S Hindocha	-	as above
A Naftis	-	as above
A Parkinson	-	as above
R White	-	as above

Professional advisers

Bankers : Barclays Bank plc
London Corporate Banking
1 Churchill Place
London
E14 5HP

Independent Examiner: S Lewcock
Windsor Lodge
Millfield Road
Hounslow
Middlesex
TW4 5PN

Solicitors: Charles Russell Speechlys LLP
5 Fleet Place
London
EC4M 7RD

CBRE UK CHARITABLE TRUST

Trustees' Annual Report

(Accompanying Receipts and Payments Accounts)

Section B Structure, Governance and Management

Governing document

The CBRE UK Charitable Trust is constituted under a Declaration of Trust dated 21 September 1987 as amended by a Deed of Variation dated 24 March 1988, a Deed of Variation dated 18 December 1998, a Deed of Variation dated 30 October 2003, a Deed of Variation dated 7 December 2005, a Deed of Variation dated 1 December 2011 and the Deed of Variation dated 24 October 2016, (together the "Trust Deed").

The Trustees review the Trust Deed from time to time.

Trustee selection method

Under the Trust's governing documentation, the Operating Executive of CBRE Limited ("CBRE") has the delegated authority to appoint and request the retirement of Trustees. The Operating Executive shall mean such a named committee of CBRE or such other committee of CBRE to which CBRE has delegated the power to appoint and request the retirement of Trustees.

Upon the appointment or the discharge of a Trustee, a memorandum of the appointment or discharge is prepared, signed and delivered as a Deed by any two of the continuing Trustees at a meeting of the Trustees, so as to comply with the provisions of section 334 of the Charities Act 2011. The Trust Deed provides that the total number of Trustees at any one time should not exceed six.

Administration

Ms A M Pisaniak has held the position of Secretary from 12 October 2018 and continues to hold the position as at the dating of this Annual Report.

There are no persons who are "Trustees for the Charity" at the date of this Report or at any time during the period covered by this Report, who hold the title to property belonging to the Charity.

CBRE UK CHARITABLE TRUST

Trustees' Annual Report (Accompanying Receipts and Payments Accounts)

Section C Objectives and Activities

Objects of the Charity

To hold the Trust Fund and the income thereof for such purpose or purposes as shall be exclusively charitable according to the Law of England and Wales and in such shares and proportions as the Trustees shall think fit.

Main activities

In accordance with the Charities Act 2011, the Trustees regard the CBRE UK Charitable Trust as a trust which is for a charitable purpose that provides benefit to the public.

The Trust is the charitable vehicle through which CBRE channels requests that it receives from CBRE staff and clients for support and sponsorship for charitable causes. The principal aims of the Trust are to respond to clients' requests for support and to provide sponsorship to the staff of CBRE who are personally involved in fundraising activities. The Trust will also consider requests for support from any other party with whom CBRE has a significant relationship. Support is given in the form of financial donations, which are granted to recognised charitable causes only.

The Trustees take into account Charity Commission guidance in conjunction with the Trust's aims and activities.

Specific Investment powers of the Trustees

To invest Trust monies in any property or investments of whatever nature and wherever situated as the Trustees shall in their absolute discretion think fit.

Section D Achievements and Performance

The Trust actively encourages CBRE business to raise its charitable profile.

The income of the Trust during the year amounted to £55,012, made up of £35,000 funding from CBRE, £20,000 from CBRE Managed Services Limited and £12 bank interest. Donations to 60 charities totalling £31,510 were made in the year as listed on pages 10 to 12 (2018/19: donations to 99 charities totalling £51,815). Administrative expenses of £300 were incurred for the year, relating entirely to the Independent Examiner's fee. The balance at the year end on the unrestricted funds amounted to £55,834.

The Trust is dependent on financial support from CBRE and the Trustees have made an application for further funding for the year ending 31 October 2021.

CBRE UK CHARITABLE TRUST

Trustees' Annual Report (Accompanying Receipts and Payments Accounts)

Section E Financial Review and Policies

Reserves Policy

It is the policy of the Trust to maintain unrestricted funds, which are the free reserves of the Trust, only at a level sufficient to enable the Trust to make donations as and when requests for support are approved. During the year the Trust's general fund increased from £32,720 to £55,834.

Donations will only ever be made by the Trust when funds are available. The Trust is dependent on financial support from CBRE.

Grant-making policy

The Trust will consider requests for support from clients of CBRE and requests for sponsorship from its staff (individually or in teams) who are personally involved in fundraising activities. The Trust will also consider requests for support from any other party with whom CBRE has a significant relationship.

The Trustees regularly review the Trust's Donation Policy.

From time to time, the Trustees approve a general donation guide for responding to requests that are received and that comply with the Donation Policy. Any donations granted can vary from the general guide on a case-by-case basis at the discretion of the Trustees when taking into account, for example, the size of the fundraising event or the degree of personal time and effort devoted by the fundraiser.

All requests for donations must be made in writing and are individually assessed, considered and approved by the Trustees prior to making any payments. Support is given in the form of financial donations, which are granted to recognised charitable causes only.

Investments selection policy

The Trustees have elected to invest all Trust monies with Barclays Bank plc, the majority being either deposited in an interest-bearing account. The banking and deposit arrangements are reviewed by the Trustees as and when deemed necessary. They have reviewed the arrangements this year.

Review of major risks

The Trustees from time to time examine the major strategic and operational risks which the Trust faces and confirm that systems have been established to minimise these risks. The Trustees consider that robust procedures are in place for the authorisation of all charitable donations.

Section F Declaration

The Trustees declare that they have approved the Trustees' Report above.

Signed on behalf of the Trustees:

Signature:



Full name:

G GREGORY

Position:

TRUSTEE

Date

16/6/21

Signature:



Full name:

A NAFIS

Position:

TRUSTEE

CBRE UK CHARITABLE TRUST

Notes

(Accompanying Receipts and Payments Accounts)

1. Trustees' remuneration

The Trustees received no remuneration nor any reimbursement of expenses during the year and furthermore there have been no transactions undertaken by (or on behalf of) the Trust in which a trustee or connected person has a material interest (2019/20: nil).

2. Charitable donations	Note	This year £	Last year £
Aberdeen FC Community Trust		-	750
ABF The Soldiers' Charity		-	500
Action for Children		4870	7,950
Age UK		261	-
Albion in the Community		200	200
Alice's Arc		-	250
Alliance for Rabies Control		-	250
Alzheimer Scotland		-	300
Alzheimer's Society		500	800
Aspire		-	500
Association of NHS Charities		1179	-
Asthma UK		100	250
Auto Immune And Multiple Sclerosis (A.I.M.S)		-	500
Barnardo's		500	-
BHR Hospitals NHS Trust Charity		-	100
Birmingham St Mary's Hospice		-	250
Blind Veterans UK		-	250
Bliss - The National Charity for the Newborn		100	-
Bloodwise		-	125
Boost Charitable Trust		-	500
Born Free Foundation		-	250
Brainwave		-	125
Bristol Mind		-	200
British Heart Foundation		250	1,000
Bumblebee Conservation Trust		-	250
Campaign Against Living Miserably (CALM)		100	-
Cancer Research UK		1300	700
Carers Trust Bucks and Milton Keynes		-	250
Chester Aid to the Homeless		-	150
Claire House Children's Hospice		-	1,000
Clatterbridge Cancer Charity		-	500
Coppafeel		-	500
Coram		700	1,000
Cure Leukaemia		850	-
Cystic Fibrosis Trust		-	500
Dementia UK		700	125
Diabetes UK		250	-
Balance c/fwd		11,860	20,025

CBRE UK CHARITABLE TRUST

2. Charitable donations		This year £	Last year £
Balance b/fwd	Note	11,860	20,025
Dorking Men's Shed		150	-
Down Syndrome Cork		500	-
Elifar Foundation Limited		-	250
Endometriosis UK		-	750
Focus Ireland		-	250
Gilgal Birmingham		-	250
Glasgow Children's Hospital Charity		100	-
Glass Door		-	250
Great Ormond Street Hospital Children's Charity		200	1,050
Guts UK Charity		750	-
Gynae-oncology Research and Clinical Excellence ("GRACE")		100	-
Harambee Schools Kenya		-	250
Headlines Craniofacial Support		-	500
Heart Children Ireland		-	500
Helping Hand		-	500
Hyde Charitable Trust		500	-
Improving Lives Notts		250	-
Junction Community Trust		-	250
Kidney Research		-	250
Landaid		800	400
Leap Confronting Conflict		-	500
Leuka		-	750
Leukaemia Care		500	200
LGBTIQ+Outisde CIC		500	-
Look Good Feel Better		-	500
Lt Dougie Dalzell MC Memorial Trust		-	250
Lymphoma Leukaemia Myeloma Fund (Wales)		500	-
Macmillan Cancer Support		-	2,000
Macmillan Cancer Support (Jersey)		-	50
Maggie's Centres		-	750
Meningitis Research Foundation		100	-
Mind		600	450
Mindout		-	665
Motor Neurone Disease Association		-	250
Movember Foundation		-	250
Multiple Sclerosis Society		-	800
Muscular Dystrophy UK		750	950
My Name's Doddie		-	500
North Wales Mountain Rescue Association		-	150
Northern Ireland Hospice		150	-
Nottingham University Hospitals Charity		200	-
NSPCC		100	500
Open Doors		-	500
Pakinson's UK		500	-
Pancreatic Cancer UK		100	-
Plan International		200	400
Prostate cancer foundation of Australia		100	-
Prostate Cancer UK		-	750
Puzzle Centre		-	250
Ralph Bates Pancreatic Research Fund		500	-
Refuge		-	500
Richmond Borough Mind		-	250
Roadpeace		-	500
Ronald McDonald House Charities UK		500	-
Royal National Lifeboat Institution		-	200
Royal Society for Blind Children (RSBC)		1000	-
Royal Trinity Hospice		-	500
Samaritans		600	-
Sanctuary Trust Limited		250	-
Balance c/fwd		22,360	38,840

CBRE UK CHARITABLE TRUST

2. Charitable donations	This year £	Last year £
Balance b/fwd	22,360	38,840
Sarcoma UK	-	500
Scope	-	500
Sense	-	250
Shelter from the Storm	500	500
Spinal Research	-	500
Sported	-	250
St Catherines' Hospice (Crawley)	500	-
St Christopher's Hospice	-	750
St Luke's Hospice (Basildon and District) Ltd	250	-
Standing Frame Fund	-	500
Stillbirth and Neonatal Death Society	200	-
Teenage Cancer Trust	-	500
The Anderson Foundation	1000	-
The Arnaud Guestry Foundation	200	-
The Atlas Foundation	-	500
The Ben Parker Trust Fund	200	-
The Brain Tumour Charity	750	250
The Care Workers Charity	-	300
The Chesil Sailing Trust	-	250
The Children's Adventure Farm Trust	1250	-
The Children's Medical and Research Foundation	500	-
The Children's Trust	-	1,500
The East Anglian Air Ambulance	500	-
The Gauchers Association Limited	-	500
The Hade Edge Band	-	150
The Harlequins Foundation	-	500
The Movement for Non-Mobile Children (Whizz-Kidz)	100	-
The People's Dispensary for Sick Animals	-	250
The Remembering Nell Foundation	-	250
The Royal British Legion	-	150
The Royal Marsden Cancer Charity	300	625
The Salvation Army	250	-
The Trussell Trust	500	-
The Wave Project	-	500
The William Wates Memorial Trust	-	500
Top Hat Foundation	1000	-
Trinity Homeless Projects	-	250
Trusts For African Schools	-	500
UK Islamic Mission Peterborough	150	-
Variety The Children's Charity	-	400
Walking with the Wounded	1000	-
Waverley Association for Special People	-	250
Wethwheels Foundation	-	500
World Child Cancer UK	-	100
WWF-UK	-	500

balance c/fwd • 31,510 51,815

CBRE UK CHARITABLE TRUST

2. Charitable donations	This year £	Last year £
Balance b/fwd	31,510	51,815
Less: Cancelled Donations written back:		
St George's Hospital Charity	-	(375)
The Gaucher Association	-	(500)
	<u>31,510</u>	<u>50,940</u>