

Charity Commission Registered Number : 299026

**CBRE UK CHARITABLE TRUST**

**Receipts and Payments Accounts  
For the year ended 31 October 2023**

## **CBRE UK CHARITABLE TRUST**

### **Receipts and Payments Accounts Year to 31 October 2023**

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**CBRE UK CHARITABLE TRUST****Receipts and Payments Accounts Year to 31 October 2023****CC16a(substitute)****Section A - Receipts and Payments**

Registered charity number 299026

For the financial year ended 31.10.23

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.

	<b>This year's amount to the nearest £</b>	<b>Last year's amount to the nearest £</b>
<b><u>Receipts</u></b>		
<b>Incoming resources</b>		
Donations, legacies and other similar receipts		
Funding from CBRE Limited	50,000	100,000
Funding from CBRE GWS Limited	20,000	-
Cancelled donation not replaced from prior year	11,870	-
Investment income receipts	-	-
Bank deposit interest	63	-
Bank Loyalty Award	-	4
<b>Total Receipts</b>	<b>81,933</b>	<b>100,004</b>
<b><u>Payments</u></b>		
Grants paid		
Charitable donations	105,693	67,116
Management & Administration		
Independent Examiner's fee	320	300
Other Expenses	7	-
<b>Total Payments</b>	<b>106,020</b>	<b>67,416</b>
<b>Net of Receipts/(Payments)</b>	<b>(24,087)</b>	<b>32,588</b>
<b>Cash funds last year end</b>	<b>53,509</b>	<b>20,921</b>
<b>Cash funds this year end</b>	<b>29,422</b>	<b>53,509</b>

CBRE UK CHARITABLE TRUST

Receipts and Payments Accounts Year to 31 October 2023

CC16b(substitute)

Section B - Statement of Assets and Liabilities at Year End

Charity Commission registered number 299026

For the financial year ended 31.10.23

	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>Cash Funds</b>			
Barclays Bank plc - Business current a/c	19,796	-	-
Barclays Bank plc - Business base rate tracker a/c	9,626	-	-
Barclays Bank plc - Treasury Deposit a/c	-	-	-
<b>Total Cash Funds</b>	<u>29,422</u>	<u>-</u>	<u>-</u>

	Fund to which it belongs	Amount due £	When due
<b>Liabilities</b>			
Independent Examination fee	Unrestricted	320	

Signed by two Trustees on behalf of all the Trustees

Date of approval

Signed by:

Name:

57DD44EB1F584B0...

22/7/2024

DocuSigned by:

Name:

0B16D77F5C2B419...

22/7/2024

## 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 2023, 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:

DocuSigned by:  
*Simon Lewcock*  
521B254B3453445...  
S Lewcock

Date: 23/7/2024

Name:

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: 01.11.22

For the financial year ending on: 31.10.23

Charity's principal address: Henrietta House  
Henrietta Place  
London  
W1G 0NB

<b>Trustee Name</b>	<b>Dates acted if not for whole year</b>	<b>Name of person or body entitled to appoint Trustee</b>
G Gregory	-	Operating Executive of CBRE Ltd
R Bains	-	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**

For the financial year ended 31 October 2023 Mayowa Ani held the position of secretary and continued to hold this position until 3 March 2024. Upon Mayowa's resignation as Secretary the Trust was administered on a temporary basis by Busayo Otinwa. As of the date of this Annual Report the Charity is administered by Dominique Lawrie

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 £70,000, this was Funding from CBRE Limited and CBRE GWS Ltd. Cheque payments to charities in prior accounting years amounting to £11,870 remain unrepresented at the end of the current accounting year. Donations to 55 charities totalling £105,693 were made in the year as listed on pages 10 to 13 (2021/22: donations to 60 charities totalling £67,116). Administrative expense of £327 was incurred for the year, £320 relating to the Independent Examiner's fee. The balance at the year end on the unrestricted funds amounted to £29,422

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 2024



## 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 decreased from £53,509 to £29,422.

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, with short term surplus funds 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

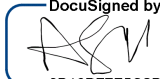
The Trustees from time to time examine the major strategic and operational risks which the Trust faces and confirm that systems have been established to minimise these risks. The Trustees consider that robust procedures are in place for the authorisation of all charitable donations.

#### Section F Declaration

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

Signed on behalf of the Trustees:

Signed by:  
Signature:   
57DD44EB1F584B0...  
Full name: Guy Gregory  
Position: Trustee  
Date: 22/7/2024

DocuSigned by:  
Signature:   
0B16D77F5C2B419...  
Full name: Sharvani Hindocha  
Position: Trustee  
Date: 22/7/2024

**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 (2021/22: nil).

<b>2. Charitable donations</b>	<b>Note</b>	<b>This year £</b>	<b>Last year £</b>
Action Medical Research		750	-
Alzheimer's Research UK		1,500	500
Alzheimers Society		1,333	2,450
Aspire		-	300
Astriid		-	300
Back up		-	1,000
Barnabus Manchester		750	-
Battersea Dogs Home & AMOS Shelter		-	200
Beatson Cancer Charity		-	500
Bright Ideas for Tennis		-	150
British Heart Foundation		1,000	2,150
British Liver Trust		-	1,000
British Red Cross		-	1,500
Campaign Against Living Miserably		750	-
Cancer Research UK		2,250	1,200
Cardiac Risk in the Young		1,000	-
Charlie Waller Trust		-	300
Chiswick Rowing Trust		-	500
Cynthia House		-	350
Cystic Fibrosis Trust		500	-
Dove House Hospice		1,250	-
East Anglia Children's Hospices		1,000	-
Encephalitis Society		-	1,000
First Touch		-	300
Great Ormond Street Childrens Hospital		-	1,000
HABC Foundation		-	2,500
Habitat for Humanity		1,000	300
<b>Balance c/fwd</b>		<b>13,083</b>	<b>17,500</b>

**CBRE UK CHARITABLE TRUST****2. Charitable donations**

		<b>This year</b>	<b>Last year</b>
		<b>£</b>	<b>£</b>
<b>Balance b/fwd</b>	<b>Note</b>	<b>13,083</b>	<b>17,500</b>
Helen Rollason Cancer Charity		1,000	-
Hospice of the Good Shepherd		1,000	-
JDRF UK		500	1,000
Julia's House		750	-
Katharine House Hospice		-	350
Khalsa Aid International		500	-
LandAid		2,500	250
Leukaemia & Myeloma Research UK		1,500	-
Little Princess Trust		-	500
London Community Foundation		-	1,500
Lucy Dyer Memorial fund		200	-
Luminary Bakery		1,000	-
Macmillan Cancer Support		49,750	17,582
Macular Society		1,500	1,250
Maggie's Centres		-	2,500
Magic Breakfast		1,500	-
Marie Curie		-	350
Mental Health Aberdeen (MHA)		-	300
Mind		-	200
MND		-	1,000
Motor Neurone Disease Association		334	-
Movember Europe		-	225
Multiple Sclerosis Society		500	2,300
Muscular Dystrophy UK		-	300
NeuroMuscular Centre		500	-
New Ways		-	209
NHS Charities Together		-	1,000
Noah's Big Charity		-	500
Northumbria and Tyneside MIND		-	1,000
NSPCC		200	2,000
Papyrus		-	500
Prostate Cancer UK		-	1,000
Richard House Trust		500	-
Saint Francis Hospice		1,000	-
Samaritans		1,500	-
SameYou		750	-
Sands - Still birth and Neonatal death charity		500	-
Sarcoma UK		1,000	200
Scottish Association for Mental Health		500	-
Scotties Little Soldiers		500	-
Shooting star children's hospice		1,000	-
Simpson's Memory Box Appeal (SiMBA)		500	-
St Catherine's Hospice Sussex and Surrey		-	500
St Michael's Hospice (North Hampshire)		750	250
Stroke Association		1,000	-
Student Minds		-	150
Supporting Wounded Veterans		250	-
<b>Balance c/fwd</b>		<b>86,067</b>	<b>54,416</b>

**CBRE UK CHARITABLE TRUST**

<b>2. Charitable donations</b>		<b>This year</b>	<b>Last year</b>
		<b>£</b>	<b>£</b>
<b>balance b/fwd</b>	<b>note</b>	<b>86,067</b>	<b>54,416</b>
Task Brazil Trust		-	1,000
Teenage Cancer Trust		700	-
Terrence Higgins Trust		1,000	-
The Arsenal Foundation		250	-
The Brain Tumour Charity		-	300
The Care Workers		-	750
The Friends of the Howard School Home-School Assoc.		250	-
The Movement for Non-Mobile Children (Whizz-Kidz)		-	2,300
The National Association for Mental Health		333	-
The Royal British Legion		-	100
The Royal Marsden Cancer Charity		-	750
The Sandcastle Trust		500	-
The Talent Tap		-	1,000
The Traunts Foundation		608	1,000
The Trussell Trust		2,500	-
The Unite Foundation		500	-
Tommy's, the baby charity		-	500
Unicef UK		10,000	1,500
West Wellbeing		-	500
White Eagle Appeal		235	-
Women's Aid		250	-
XLP		1,500	1,500
Young Minds Matter Appeal		1,000	-
4 Louis		-	500
40tude		-	1,000
<b>Total</b>		<b>105,693</b>	<b>67,116</b>
<b>Less: Cancelled Donations written back:</b>		<b>- 11,870</b>	<b>-</b>
		<b>93,823</b>	<b>67,116</b>