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The Bradley Trust

Annual Report and Financial Statements
for the Year Ended 31 December 2020

The Bradley Trust

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Annual Report and Financial Statements

for the Year Ended 31 December 2020

The Bradley Trust

Reference and Administrative Details

Trustees	Mr Stephen Furness, Chair
	Mr John Smith, Vice Chair
	Miss Elizabeth Metcalf
	Mrs Karen Wilkes
	Mr Robert Turner
	Mr Graham Wright
	Mr Robert Fletcher
	Mr John Cartwright
	Mrs Jackie Williams
	Mr Leigh Farmer
Other Officers	Rev Catherine Brumfitt - appointed July 2020
	Mr Stuart Richards, Clerk to the Trustees
Principal Office	c/o Mr S Richards 9 Elm Drive Bradley Stafford ST18 9DS
Charity Registration Number	528448
Solicitors	Hand Morgan & Owen 17 Martin Street Stafford ST16 2LF
Bankers	Yorkshire Bank Plc 52 Greengate Street Stafford ST19 5AP
Independent Examiner	Daryl Denson ACMA VAST The Dudson Centre Hanley Stoke on Trent ST1 5DD

The Bradley Trust

Trustees' Report

The trustees present the annual report together with the financial statements of the charity for the year ended 31 December 2020.

Objectives and activities

Objects and aims

The objectives of the charity as set out in the governing document are to provide educational training and religious activities to children; young people; the elderly and other groups by means of grants to individuals and organisations and provision of buildings, facilities and open space.

Land and buildings owned by the charity are rented out to provide income which has been used to maintain the properties to ensure that they will be available for future generations to enjoy.

Public benefit

The application of charity funds is restricted to the inhabitants of the Parish of Bradley and the immediate neighbourhood. The charity carries out a range of activities in pursuance of its aims. The trustees consider that these activities provide benefit to those using the facilities and the community as a whole.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Achievements and performance

The charity continued to operate and fulfilled all grant requirements in spite of the ongoing Covid 19 pandemic. The village hall had to close its doors for a period due to the restrictions but activities recommenced when they could.

Financial review

Policy on reserves

As at 31 December 2019 the charity had total funds of £ (2019: £1,699,643) the income from which is considered adequate to maintain land and buildings for future years and to provide grants and donations which satisfy the charitable objects.

The trustees have set aside £5,000 for property repairs; £4,000 for higher education grants; £3,100 for other grants and £2,500 for the car park for the coming year.

The trustees have adopted a reserves policy which should ensure that liquid funds are maintained at approximately 12 months running costs.

Investment policy and objectives

The trust deed authorises the trustees to make and hold investments. Subject to directions of the Charity Commission all sums are invested in trust for the charity.

Structure, governance and management

Nature of governing document

The Charity was originally formed in the 16th century and has continued until the present day. In its present form the Charity is governed by a Trust Deed dated 26 October 1989 as amended on 29 January 1991.

The Bradley Trust

Trustees' Report

Recruitment and appointment of trustees

Appointment of trustees is governed by the Trust Deed of the charity.

Induction and training of trustees

New trustees are inducted into the workings of the Trust and the responsibilities of charity trustees generally by discussion with existing trustees. They are also encouraged to attend external courses.

Organisational structure

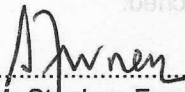
The day to day management of the charity and its property is delegated to the Clerk of the Trustees. Trustees meet six times a year and the Trustees are responsible for the general management duties which are carried out on a voluntary basis.

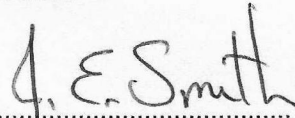
Major risks and management of those risks

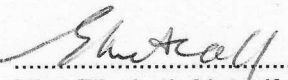
Risk Assessment

The trustees keep the activities of the Trust under review, particularly with regard to any major risks which may arise from time to time. Procedures are in place to monitor and control those risks to mitigate any impact those risks may have on the Trust in the future. This includes insurance cover where appropriate.

The annual report was approved by the trustees of the charity on 27/7/21 and signed on its behalf by:


.....
Mr Stephen Furness
Trustee


.....
Mr John Smith
Trustee


.....
Miss Elizabeth Metcalf
Trustee

.....
David Denson AOMA

.....
VAST
The Dudson Centre
Hanley
Stoke on Trent
ST4 3DD

.....
Date

The Bradley Trust

Independent Examiner's Report to the trustees of The Bradley Trust

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2020 which are set out on pages 5 to 19.

Respective responsibilities of trustees and examiner

As the charity's trustees of The Bradley 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 The Bradley 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 Bradley Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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.



Daryl Denson ACMA

VAST
The Dudson Centre
Hanley
Stoke on Trent
ST1 5DD

Date: 29/07/2021

The Bradley Trust

Statement of Financial Activities for the Year Ended 31 December 2020

	Restricted funds	Endowment funds	Total 2020
	£	£	£
Income and Endowments from:			
Donations and legacies	10,000	-	10,000
Other trading activities	2,011	-	2,011
Investment income	-	11,343	11,343
Other income	-	29,004	29,004
Total Income	12,011	40,347	52,358
Expenditure on:			
Raising funds	-	(3,259)	(3,259)
Charitable activities	(6,381)	(17,559)	(23,940)
Other expenditure	(3,691)	(4,259)	(7,950)
Total Expenditure	(10,072)	(25,077)	(35,149)
Gains/losses on investment assets	-	1,570	1,570
Net income	1,939	16,840	18,779
Gross transfers between funds	(1,939)	1,939	-
Net movement in funds	-	18,779	18,779
Reconciliation of funds			
Total funds brought forward	152,706	1,547,557	1,700,263
Total funds carried forward	152,706	1,566,336	1,719,042

The notes on pages 8 to 19 form an integral part of these financial statements.

The Bradley Trust

Statement of Financial Activities for the Year Ended 31 December 2020

	Total 2020 £	Endowment funds £	Restricted funds £	Note	Note	Restricted funds £	Endowment funds £	Total 2019 £
Income and Endowments from:								
Other trading activities			10,000		3	5,994	-	5,994
Investment income			2,011		4	-	12,205	12,205
Other income					5	-	28,147	28,147
Total Income						5,994	40,352	46,346
Expenditure on:								
Raising funds					6	-	(3,393)	(3,393)
Charitable activities					7	(7,675)	(11,872)	(19,547)
Other expenditure						(2,277)	(4,291)	(6,568)
Total Expenditure						(9,952)	(19,556)	(29,508)
Gains/losses on investment assets						-	17,329	17,329
Net (expenditure)/income						(3,958)	38,125	34,167
Gross transfers between funds						3,958	(3,958)	-
Net movement in funds						-	34,167	34,167
Reconciliation of funds								
Total funds brought forward						152,706	1,513,390	1,666,096
Total funds carried forward					18	152,706	1,547,557	1,700,263

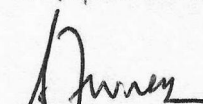
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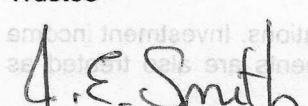
The Bradley Trust

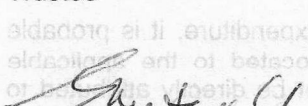
(Registration number: 528448)
Balance Sheet as at 31 December 2020

	Note	2020 £	2019 £
Fixed assets			
Tangible assets	13	1,157,000	1,157,000
Investments	14	417,681	418,601
		<u>1,574,681</u>	<u>1,575,601</u>
Current assets			
Debtors	15	1,963	1,863
Cash at bank and in hand	16	143,418	124,289
		<u>145,381</u>	<u>126,152</u>
Creditors: Amounts falling due within one year	17	<u>(1,020)</u>	<u>(1,490)</u>
Net current assets		<u>144,361</u>	<u>124,662</u>
Net assets		<u>1,719,042</u>	<u>1,700,263</u>
Funds of the charity:			
Endowment funds		1,566,336	1,547,557
Restricted income funds			
Restricted funds		<u>152,706</u>	<u>152,706</u>
Total funds	18	<u>1,719,042</u>	<u>1,700,263</u>

The financial statements on pages 5 to 19 were approved by the trustees, and authorised for issue on 27/7/21 and signed on their behalf by:


Mr Stephen Furness
Trustee


Mr John Smith
Trustee


Miss Elizabeth Metcalf
Trustee

The notes on pages 8 to 19 form an integral part of these financial statements.

The Bradley Trust

Notes to the Financial Statements for the Year Ended 31 December 2020

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 2019) - (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

The Bradley Trust 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.

Going concern

The financial statements have been prepared on a going concern basis.

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

Income and endowments

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Donated services and facilities

No amounts are included within the financial statements for time and services donated by volunteers.

Investment income

Investments are included at market value using the Trustees' investment advisers' quotations. Investment income is recognised gross on a receipts basis. Movements on the market value of investments are also treated as unrealised gains or losses.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

The Bradley Trust

Notes to the Financial Statements for the Year Ended 31 December 2020

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Grant provisions

Provisions for grants are made when the intention to make a grant has been communicated to the recipient but there is uncertainty about either the timing of the grant or the amount of grant payable.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees's meetings and reimbursed expenses.

Government grants

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

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.

Tangible fixed assets

Individual fixed assets costing £500 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses and are depreciated over the expected useful life of the asset.

Freehold Land and Buildings are included at valuation which is reviewed tri-annually by the trustees. The trustees do not consider it is appropriate to charge depreciation on land and buildings.

Fixed asset investments

Fixed asset investments, other than programme related investments, are included at market value at the balance sheet date. Realised gains and losses on investments are calculated as the difference between sales proceeds and their market value at the start of the year, or their subsequent cost, and are charged or credited to the Statement of Financial Activities in the period of disposal.

Unrealised gains and losses represent the movement in market values during the year and are credited or charged to the Statement of Financial Activities based on the market value at the year end.

The Bradley Trust

Notes to the Financial Statements for the Year Ended 31 December 2020

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of is established when there is objective evidence that the will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Creditors

Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

Fund structure

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

2 Income from donations and legacies

	Restricted funds £	Total funds £
Grants, including capital grants;		
Government grants	10,000	10,000
Total for 2020	10,000	10,000

3 Income from other trading activities

	Restricted funds £	Total 2020 £
Trading income;		
Other trading income	2,011	2,011
	2,011	2,011
	Restricted funds £	Total 2019 £
Trading income;		
Other trading income	5,994	5,994
	5,994	5,994

The Bradley Trust

Notes to the Financial Statements for the Year Ended 31 December 2020

4 Investment income

	Endowment funds Permanent	Total 2020 £
Income from dividends;		
Dividends receivable from other listed investments	9,984	9,984
Interest receivable and similar income;		
Interest receivable on bank deposits	890	890
Other income from fixed asset investments	469	469
	<u>11,343</u>	<u>11,343</u>
	Endowment funds Permanent	Total 2019 £
Income from dividends;		
Dividends receivable from other listed investments	11,531	11,531
Interest receivable and similar income;		
Interest receivable on bank deposits	670	670
Other income from fixed asset investments	4	4
	<u>12,205</u>	<u>12,205</u>

The Bradley Trust

Notes to the Financial Statements for the Year Ended 31 December 2020

5 Other income

	Endowment funds Permanent	Total 2020 £
Insurance claim	2,528	2,528
Fees and supplies	644	644
Rental income	25,832	25,832
	<u>29,004</u>	<u>29,004</u>
	Endowment funds Permanent	Total 2019 £
Fees and supplies	660	660
Rental income	27,487	27,487
	<u>28,147</u>	<u>28,147</u>

6 Expenditure on raising funds

a) Investment management costs

	Endowment funds Permanent	Total 2020 £
Other investment management costs; Amounts payable to investment managers	3,259	3,259
	<u>3,259</u>	<u>3,259</u>
	Endowment funds Permanent	Total 2019 £
Other investment management costs; Amounts payable to investment managers	3,393	3,393
	<u>3,393</u>	<u>3,393</u>

The Bradley Trust

Notes to the Financial Statements for the Year Ended 31 December 2020

7 Expenditure on charitable activities

	Restricted funds £	Endowment funds Permanent £	Total 2020 £
Property expenses	5,286	9,724	15,010
Teachers' fees	1,095	-	1,095
Grant funding of activities	-	6,740	6,740
Governance costs	-	1,095	1,095
	<u>6,381</u>	<u>17,559</u>	<u>23,940</u>
	Restricted funds £	Endowment funds Permanent £	Total 2019 £
Property expenses	5,195	3,167	8,362
Teachers' fees	2,480	-	2,480
Grant funding of activities	-	7,500	7,500
Governance costs	-	1,205	1,205
	<u>7,675</u>	<u>11,872</u>	<u>19,547</u>

8 Analysis of governance and support costs

Governance costs	Endowment funds Permanent £	Total 2020 £
Independent examiner fees	1,095	1,095
Examination of the financial statements	1,095	1,095
	<u>1,095</u>	<u>1,095</u>
	Endowment funds Permanent £	Total 2019 £
Independent examiner fees	1,205	1,205
Examination of the financial statements	1,205	1,205
	<u>1,205</u>	<u>1,205</u>

The Bradley Trust

Notes to the Financial Statements for the Year Ended 31 December 2020

9 Government grants

A £10,000 Retail, Hospitality and Leisure Grant was received from Stafford Borough Council to provide support towards the charity's costs during the COVID-19 pandemic.

The amount of grants recognised in the financial statements was £10,000 (2019 - £Nil).

There were no unfulfilled conditions at the year end.

10 Grant-making

Analysis of grants

			Grants to institutions		Grants to individuals	
			2020	2019	2020	2019
			£	£	£	£
Analysis						
Bradley PCC			2,500	4,000	-	-
Haughton School			800	500	-	-
Church Eaton School			600	1,100	-	-
Friendship Circle			500	500	-	-
Educational Grants			-	-	2,340	1,400
			<u>4,400</u>	<u>6,100</u>	<u>2,340</u>	<u>1,400</u>

The support costs associated with grant-making are £Nil (31 December 2019 - £Nil).

11 Net incoming/outgoing resources

Net incoming resources for the year include:

	2020	2019
	£	£
Loss/(profit) on disposal of investments	<u>18</u>	<u>(17,239)</u>

12 Trustees remuneration and expenses

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

The Bradley Trust

Notes to the Financial Statements for the Year Ended 31 December 2020

13 Tangible fixed assets

	Land and buildings £	Total £
Valuation		
At 1 January 2020	1,157,000	1,157,000
At 31 December 2020	1,157,000	1,157,000
Depreciation		
At 31 December 2020	-	-
Net book value		
At 31 December 2020	1,157,000	1,157,000
At 31 December 2019	1,157,000	1,157,000

	Land and buildings £	Total £
Valuation		
At 1 January 2020	1,157,000	1,157,000
At 31 December 2020	1,157,000	1,157,000
At 31 December 2019	1,157,000	1,157,000

	Land and buildings £	Total £
Valuation		
At 1 January 2020	1,157,000	1,157,000
At 31 December 2020	1,157,000	1,157,000
At 31 December 2019	1,157,000	1,157,000

The Bradley Trust

Notes to the Financial Statements for the Year Ended 31 December 2020

Revaluation

The fair value of the company's land and buildings was revalued on 21 March 2016 by South and Stubbs, Chartered Surveyors and Valuers, an independent valuer.

The trustees are in the process of revaluing the land and buildings, however this has been delayed due to the ongoing COVID-19 pandemic.

Had this class of asset been measured on a historical cost basis, their carrying amount would have been £Nil (2019 - £Nil).

14 Fixed asset investments

Other investments

Other investments

Cost or Valuation

At 1 January 2020

Additions

Disposals

At 31 December 2020

Net book value

At 31 December 2020

At 31 December 2019

At the year end £397,411 (2019: £418,590) was held in listed investments and £20,270 (2019: £11) in cash.

15 Debtors

Prepayments

Other debtors

	2020 £	2019 £
Other investments	417,681	418,601
Other investments		
	Listed investments £	Total £
At 1 January 2020	418,601	418,601
Additions	(1,433)	(1,433)
Disposals	513	513
At 31 December 2020	417,681	417,681
Net book value		
At 31 December 2020	417,681	417,681
At 31 December 2019	418,601	418,601
15 Debtors		
	2020 £	2019 £
Prepayments	1,213	1,113
Other debtors	750	750
	1,963	1,863

The Bradley Trust

Notes to the Financial Statements for the Year Ended 31 December 2020

16 Cash and cash equivalents

	2020 £	2019 £
Cash on hand	46	27
Cash at bank	81,033	62,843
Short-term deposits	62,339	61,419
	<u>143,418</u>	<u>124,289</u>

17 Creditors: amounts falling due within one year

	2020 £	2019 £
Other creditors	-	500
Accruals	1,020	990
	<u>1,020</u>	<u>1,490</u>

18 Funds

	Balance at 1 January 2020 £	Incoming resources £	Resources expended £	Transfers £	Other recognised gains/(losses) £	Balance at 31 December 2020 £
Restricted funds	152,706	10,916	(8,977)	(1,939)	-	152,706
Endowment funds						
Permanent	1,547,557	18,943	(3,673)	1,939	1,570	1,566,336
Total funds	<u>1,700,263</u>	<u>29,859</u>	<u>(12,650)</u>	<u>-</u>	<u>1,570</u>	<u>1,719,042</u>

	Balance at 1 January 2019 £	Incoming resources £	Resources expended £	Transfers £	Other recognised gains/(losses) £	Balance at 31 December 2019 £
Restricted						
Village Hall Fund	152,706	5,994	(9,952)	3,958	-	152,706
Endowment funds						
Permanent						
Permanent Endowment Fund	1,513,390	40,352	(19,556)	(3,958)	17,329	1,547,557
Total funds	<u>1,666,096</u>	<u>46,346</u>	<u>(29,508)</u>	<u>-</u>	<u>17,329</u>	<u>1,700,263</u>

The Bradley Trust

Notes to the Financial Statements for the Year Ended 31 December 2020

The specific purposes for which the funds are to be applied are as follows:

The Village Hall Fund is used directly by the Charity for educational and other benefits for the inhabitants of Bradley Parish. Funds available after maintaining the property of the Charity and meeting other charges arising from the property including administration and management are available for charitable purposes for the general benefit of the inhabitants of the Parish of Bradley.

The Endowment fund and associated income held by the trust are to be used for the benefit of the residents of Bradley inclusive of educational grants, grants for schools and local groups and the upkeep of the village hall.

17 Creditors: amounts falling due within one year		2020		2019			
		£	£	£	£		
Other creditors		1,020	1,020	990	990		
Accruals		1,490	1,490	1,490	1,490		
18 Funds							
		Balance at 1 January 2020	Incoming resources	Resources expended	Transfers	Other recognised gains/(losses)	Balance at 31 December 2020
		£	£	£	£	£	£
Restricted funds	Endowment funds	152,708	10,918	(8,927)	(1,938)	-	152,708
	Permanent	1,547,557	18,943	(8,873)	1,938	1,570	1,568,395
Total funds		1,700,265	29,861	(17,800)	-	1,570	1,719,043
		Balance at 1 January 2019	Incoming resources	Resources expended	Transfers	Other recognised gains/(losses)	Balance at 31 December 2019
		£	£	£	£	£	£
Restricted funds	Village Hall Fund	152,708	5,994	(6,952)	3,958	-	152,708
	Permanent Endowment Fund	1,513,390	40,362	(19,558)	(8,968)	17,329	1,547,557
Total funds		1,666,098	46,356	(26,510)	-	17,329	1,700,268

The Bradley Trust

Notes to the Financial Statements for the Year Ended 31 December 2020

19 Analysis of net assets between funds

	Restricted funds £	Endowment funds Permanent £	Total funds at 31 December 2020 £
Tangible fixed assets	150,000	1,007,000	1,157,000
Fixed asset investments	-	417,681	417,681
Current assets	2,706	119,989	122,695
Current liabilities	-	(1,020)	(1,020)
Total net assets	<u>152,706</u>	<u>1,543,650</u>	<u>1,696,356</u>

	Restricted funds £	Endowment funds Permanent £	Total funds at 31 December 2019 £
Tangible fixed assets	150,000	1,007,000	1,157,000
Fixed asset investments	-	418,601	418,601
Current assets	2,706	123,446	126,152
Current liabilities	-	(1,490)	(1,490)
Total net assets	<u>152,706</u>	<u>1,547,557</u>	<u>1,700,263</u>

20 Taxation

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

21 Related party transactions

During the year the charity made the following related party transactions:

S Wilkes

(Husband of trustee, K Wilkes)

S Wilkes provided caretaking services to the value of £286.00 (2019: £251.73) for the village hall during the year as temporary cover for the main caretaker. At the balance sheet date the amount due to/from S Wilkes was £Nil (2019 - £Nil).

O Wilkes

(Daughter of trustee, K Wilkes)

A £350 grant was paid to O Wilkes in the year (2019: £350). K Wilkes was not present for the discussion and approval of the grant payment by the other trustees. At the balance sheet date the amount due to/from O Wilkes was £Nil (2019 - £Nil).

The Bradley Trust
c/o 9 Elm Drive
Bradley
Stafford
ST18 9DS

VAST
The Dudson Centre
Hope Street
Hanley
Stoke on Trent
ST1 5DD

This representation letter is provided in connection with your independent examination of the financial statements of The Bradley Trust for the year ended 31 December 2020 for the purpose of providing an independent examiner's report in accordance with section 145 of the Charities Act 2011 and the General Directions on independent examinations given by the Charity Commissioners under section 145(5)(b) of the Charities Act 2011.

We acknowledge as trustees our responsibilities under the Charities Act 2011 for preparing financial statements which give a true and fair view and for making accurate representations to you.

We confirm that the following representations are made on the basis of enquiries of management and staff of the charity with relevant knowledge and experience and, where appropriate, of inspection of supporting documentation sufficient to satisfy ourselves that we can properly make each of the following representations to you.

We confirm, to the best of our knowledge and belief and having made appropriate enquiries of other trustees and officials of the Charity, the following representations:

Accounting records

All the accounting records have been made available to you for the purpose of your independent examination and all the transactions undertaken have been properly reflected and recorded in the accounting records. All other records and related information which might affect the truth and fairness of, or necessary disclosure in, the financial statements, including minutes of trustees' and relevant management meetings, have been made available to you and no such information has been withheld.

Accounting policies

We confirm that we have reviewed the charity's accounting policies and estimation techniques and, having regard to the possible alternative policies and techniques, the accounting policies and estimation techniques selected for use in the preparation of the financial statements are the most appropriate to give a true and fair view for the charity's particular circumstances, as required by FRS 18.

Related parties

We confirm that we have disclosed all related party transactions relevant to the charity and that we are not aware of any other such matters required to be disclosed in the financial statements whether under FRS 8, the Statement of Recommended Practice "Accounting and Reporting by Charities" or other requirements.

Contractual arrangements/agreements

All contractual arrangements entered into by the charity with third parties have been properly reflected in the accounting records or, where material (or potentially material) to the financial statements, have been disclosed to you.

Laws and regulations

We are not aware of any instances of actual or potential breaches of or non-compliance with laws and regulations that are central to the charity's ability to conduct its business, to the retention of charitable status, or that could have a material effect on the financial statements.

We are not aware of any irregularities, or allegations of irregularities including fraud, involving management or employees who have a significant role in the accounting and internal control systems, or that could have a material effect on the financial statements.

For and on behalf of The Bradley Trust

Fraud

We acknowledge our responsibility for the design and implementation of internal control to prevent and detect fraud.

We have disclosed to you:

- i) the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud
- ii) our knowledge of fraud or suspected fraud affecting the charity involving:
 - Management
 - Employees who have significant roles in internal control, or
 - Others where the fraud could have a material effect on the financial statements;
- iii) our knowledge of any allegations of fraud, or suspected fraud, affecting the charity's financial statements communicated by employees, former employees, analysts, regulators or others.

Grants and donations

All grants, donations and other income have been notified to you and where the receipt is subject to specific terms or conditions, we confirm that they have been recorded in restricted funds. There have been no breaches of terms or conditions during the period in the application of such income.

Completeness of Income

We confirm that to the best of our knowledge all income receivable by the Charity during the accounting period has been included in the financial statements.

Taxation

We confirm that to the best of our knowledge, throughout the year, the Charity has acted within its charitable objectives and therefore there are no activities on which the Charity should be accounting for direct taxes.

Subsequent events

With the exception of the impact of the COVID-19 pandemic which has been fully disclosed in the accounts, there have been no circumstances or events subsequent to the period end which require adjustment to or disclosure in the financial statements, the notes thereto and the trustees' report.

Going Concern

We believe that the charity's financial statements should be prepared on a going concern basis on the grounds that the current and future sources of funding or support will be more than adequate for the charity's needs for at least the next year from the date of this letter.

We believe that no further disclosures relating to the charity's ability to continue as a going concern need to be made in the financial statements.

Assets and liabilities

We have no plans or intentions that may materially alter the carrying value or classification of assets and liabilities reflected in the financial statements.

In our opinion, on realisation in the ordinary course of the business the current assets in the balance sheet are expected to produce no less than the net book amounts at which they are stated.

The charity has not had nor entered into at any time during the year, any arrangement, transaction, or agreement to provide credit facilities (including loans, quasi-loans or credit facilities) for trustees nor to guarantee or provide security for such matters.

We have recorded or disclosed, as appropriate, all liabilities, both actual and contingent.

Litigation

We are not aware of any pending or threatened litigation, proceedings, hearing or claims negotiations which may result in significant loss to the charity.

Trustee

For and on behalf of The Bradley Trust