

THE SIMON DIGBY (SHERBORNE) MEMORIAL TRUST

REGISTER CHARITY NUMBER: 801462

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

**DARKIN MILLER LIMITED
CHARTERED ACCOUNTANTS
24E DEVEREL ROAD
CHARLTON DOWN
DORCHESTER
DORSET**

THE SIMON DIGBY (SHERBORNE) MEMORIAL TRUST

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

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THE SIMON DIGBY (SHERBORNE) MEMORIAL TRUST

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

The Trustees present their annual report and financial statements of the Trust for the year ended 31st March 2021. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's trust deed, the Charities Act 2011 and 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 published on 16 July 2014.

Objectives and activities for the public benefit

The Trust was created for the purpose of promoting and supporting the work of local organisations for the general benefit of the inhabitants of Sherborne, Dorset and the surrounding neighbourhood.

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Trust's aims and objectives and in planning future grant making policies for the year.

Grant making policy

The Trust has continued to fund various grants as stated on note 4 of the accounts. Each application for financial assistance is reviewed individually and funds are made available to the applicants if they fulfil the criteria as stated in the trust deeds.

Induction and training of trustees

An existing Trustee advises newly appointed trustees of their duties, powers and roles. Training is offered on a need basis.

Achievement and performance

The Trust hopes to receive grant applications from a wide range of organisations which provide sporting, educational, cultural and health support as well as social activities to people of all ages in the Sherborne area. The largest grants this year were in relation to the Digby Hall and Library which is the venue for a number of organisations in the town including classes and courses, particularly for older people, and theatrical and musical performances. The Trust has also made a contribution towards the costs of the following:-

- Sherborne Town Council - Purchase of a top-dresser to assist with the Terrace Playing Field grounds maintenance.
- Sherborne Town Council - Refurbishment and enhancement of the Tennis courts at the Terrace Playing Field. The Trust provided a grant in-year, which was the final year of grant support provided over a 5-year period.

THE SIMON DIGBY (SHERBORNE) MEMORIAL TRUST
REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

Financial Review

During the year the monies invested gave rise to income of £29,658 (2019/20: £37,381). Grants totalling £33,250 were paid (2019/20: £250,498). No grants are to be held over to future financial years (2019/20: £5,000). The net deficit for the year was £(18,398) (2019/20: deficit £(231,109)).

Investment policy and performance

The Trustees consider that the results for the year have been satisfactory considering the economic climate. Following the advice of its former professional treasury advisor, Arlingclose, the Trust has invested funds in a secure property fund which routinely returns at a level which means that further active management is not currently required. It is expected that this investment will continue to meet the Trust's needs for the near future.

The income generated from the investments decreased marginally year on year. There was an unrealised loss on the value of the CCLA investment of £(14,506) (2019/20: unrealised loss of £17,692):

Risk management

The major risks that the charity is exposed to has been identified and reviewed by the trustees and procedures established to manage this risk.

The main financial risk faced by the charity is that of volatility in equity markets and investment markets due to wider economic conditions, the attitude of investors to investment risk, and changes in sentiment concerning equities and within particular sectors or sub sectors. Procedures to manage these risks include the appointment of external treasury advisors and the regular review of investments. Priority is given to security of capital.

THE SIMON DIGBY (SHERBORNE) MEMORIAL TRUST

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

Reserves policy

The Trust holds a capital investment fund of £634,879.50 representing the initial investment by the late Simon Wingfield Digby Esq. together with the proceeds of land sold for the benefit of the Trust in accordance with his instructions. Unrestricted funds of £65,273 (2019/20: £83,671) are also held. The Trustees review reserves on a regular basis and take the view that the level of reserves held are required in order to generate a satisfactory level of investment income to distribute in future years after taking into account future grant commitments.

Structure, governance and management

The Trust is an unincorporated trust, constituted under a trust deed dated 23rd March 1989 and is a registered charity number 801462. The Trust was established between Mr K S D Wingfield Digby (Mr Digby) and the Sherborne Town Council.

Following the death of Mr Digby a supplement trust was constituted between Mr J K Wingfield Digby, Mrs J Wingfield Digby and the Sherborne Town Council on 2nd November 1999. The name of the charity was amended to its current name.

There are two types of trustees:

- The Sherborne Town Councillors are known as ex officio trustees: and
- The Digby Trustees

The ex officio Trustees are Trustees by the fact that they have been elected as councillors of Sherborne Town, Dorset and they remain in place for a term of 5 years unless they retire. The next election is due in May 2024.

The Digby Trustees are nominated by an existing/ retiring Digby Trustee or by the personal representative of the deceased Digby trustee.

Meetings of the Trust are to be held three times per year usually in January, May and September. The person presiding at a meeting, usually the Mayor or Deputy Mayor may exercise all the powers and duties of the Chairman in relation to conducting the meeting. The Clerk to the Trustees, Mr S Shield, is responsible for the day-to-day management of the Trust.

A quorum of four trustees is required.

**THE SIMON DIGBY (SHERBORNE) MEMORIAL TRUST
REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021**

Reference and administrative information

Trustees:

Mr J A Andrews (ex officio)	
Mr J R D Carey (ex officio)	resigned 11/05/20
Mrs J Carling (ex officio)	
Mr V Coleridge - Matthews (ex officio)	
Mrs M Crossman (ex officio)	
Mrs J S Greene (ex officio)	
Mrs A M Hall (ex officio)	
Mr M N W Hall (ex officio)	
Mr S Jeganathan (ex officio)	appointed 19/10/20
Mr R A S Legg (ex officio)	
Mrs J Pentolfe (ex officio)	
Mr W Taylor (ex officio)	
Mrs J Warburton (formerly Hogben) (ex officio)	
Mr E Wingfield Digby (Digby Trustee)	
Mrs M Wingfield Digby (Digby Trustee)	

Clerk

Mr Stephen Shield

Principal Office

Sherborne Town Council, The Manor House, Newland, Sherborne DT9 3JL
Charity Number: 801462

External Examiners

Darkin Miller Limited, 24e Deverel Road, Charlton Down, DT2 9UD

Bankers

HSBC, 1 Middle Street, Yeovil, Somerset, BA20 1LR

Investment Managers

CCLA, Senator House, 85 Queen Victoria Street, London, EC4V 4ET

THE SIMON DIGBY (SHERBORNE) MEMORIAL TRUST
REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

Trustees' responsibilities in relation to the financial statements

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).


The law applicable to charities in England and Wales requires the charity trustees to prepare financial statements for each 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 the financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the applicable Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements;
- 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 to 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 Trust deed. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website in accordance with legislation in the United Kingdom governing the preparation and dissemination of financial statements.

Approved by the trustees on 27/09/2021 and signed on their behalf by:

Signed: 
Mrs Anne Hall

Signed: 
Mrs Juliet Pentolfe

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE SIMON DIGBY (SHERBORNE) MEMORIAL TRUST

I report to the trustees on my examination of the accounts of the Simon Digby (Sherborne) Memorial Trust for the year ended 31 March 2021.

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; or
3. the accounts do not comply with the applicable 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.

Signed:

Name:

Rosie Darkin-Miller LLB (Hons) FCA

Address:

Institute of the Chartered Accountants in England and Wales

Date:

24e Deverel Road, Charlton Down, Dorchester, Dorset DT2 9UD

06/10/21

THE SIMON DIGBY (SHERBORNE) MEMORIAL TRUST

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDING 31 MARCH 2021

	Note	Unrestricted Funds £	Endowment Funds	Total funds £ 2021	Total funds 2020
Income and endowments from:					
Donations and legacies		-	-	-	-
Investments	2	29,658	-	29,658	37,381
Total income		<u>29,658</u>	<u>-</u>	<u>29,658</u>	<u>37,381</u>
Expenditure on:					
Raising funds		-	-	-	-
Charitable activities	3	33,550	-	33,550	250,798
Total expenditure		<u>33,550</u>	<u>-</u>	<u>33,550</u>	<u>250,798</u>
Net gains/(losses) on investments	6 -	14,506	-	- 14,506	- 17,692
Net income/(expenditure)		<u>- 18,398</u>	<u>-</u>	<u>- 18,398</u>	<u>- 231,109</u>
Transfers between funds		-	-	-	-
Other recognised gains/(losses)		-	-	-	-
Net movement in funds		<u>- 18,398</u>	<u>-</u>	<u>- 18,398</u>	<u>- 231,109</u>
Reconciliation of funds:					
Total Funds brought forward		83,671	634,880	718,551	949,659
Total Funds carried forward		<u>65,273</u>	<u>634,880</u>	<u>700,153</u>	<u>718,551</u>

THE SIMON DIGBY (SHERBORNE) MEMORIAL TRUST

Balance Sheet as at 31st March 2021

	Note	Unrestricted Funds	Endowment Funds	Total funds 2021 £	Total funds 2020 £
Fixed assets					
Investments	6	7,213	634,880	642,093	656,599
Total fixed assets		<u>7,213</u>	<u>634,880</u>	<u>642,093</u>	<u>656,599</u>
Current assets					
Debtors and prepayments		-	-	-	-
Cash at bank and in hand		58,360	-	58,360	62,252
Total current assets		<u>58,360</u>	<u>-</u>	<u>58,360</u>	<u>62,252</u>
Liabilities					
Creditors: Amounts falling due within one year	7	300	-	300	300
Net current assets or liabilities		<u>58,060</u>	<u>-</u>	<u>58,060</u>	<u>61,952</u>
Total assets less current liabilities		<u>65,273</u>	<u>634,880</u>	<u>700,153</u>	<u>718,551</u>
 The funds of the charity:	8				
Endowment funds		-	634,880	634,880	634,880
Unrestricted funds		65,273	-	65,273	83,671
Total charity funds		<u>65,273</u>	<u>634,880</u>	<u>700,153</u>	<u>718,551</u>

The notes at pages 9 to 15 form part of these accounts.

Approved by the Trustees on 27th September 2021 and signed on their behalf by:

Mrs Anne Hall

Mrs Juliet Pentolfe

THE SIMON DIGBY (SHERBORNE) MEMORIAL TRUST
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021
NOTES TO THE FINANCIAL STATEMENTS

1. Accounting Policies

a) Basis of preparation and assessment of going concern

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The trust constitutes a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about the Trust's ability to continue as a going concern. With respect to the next reporting period, 2021-22, the most significant areas of uncertainty that affect the carrying value of assets held by the Trust are the level of investment return and the performance of investment markets (see the investment policy and performance and risk management sections of the trustees' annual report for more information).

b) Funds structure

The charity has a single permanent endowment, the income of which is wholly unrestricted. The unrestricted funds are to be used for the general purpose of the Trust, namely to promote and support the work of local organisations for the general benefit of the inhabitants of Sherborne, Dorset and its surrounding neighbourhood.

c) Income recognition

All incoming resources are recognised once the charity has entitlement to the resources, it is certain that the resources will be received and the monetary value of incoming resources can be measured with sufficient reliability.

Donations, are recognised when the Trust has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

THE SIMON DIGBY (SHERBORNE) MEMORIAL TRUST
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Legacy gifts are recognised on a case by case basis following the granting of probate when the administrator/executor for the estate has communicated in writing both the amount and settlement date. In the event that the gift is in the form of an asset other than cash or a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being reliably measurable with a degree of reasonable accuracy and the title to the asset having been transferred to the charity.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank. Dividends are recognised once the dividend has been declared and notification has been received of the dividend due. This is normally upon notification by our investment advisor of the dividend yield of the investment portfolio.

d) Expenditure recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings. For more information on this attribution refer to note (g) below.

Grants payable are payments made to third parties in the furtherance of the charitable objectives of the Trust.

Grants awarded and paid out during the year are shown in note 5 to the financial statements. Grants are accounted for as they are awarded.

e) Irrecoverable VAT

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

f) Allocation of overhead and support costs

Overhead and support costs have been allocated between charitable activities and governance. Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to statutory audit and legal fees together with an apportionment of overhead and support costs.

g) Cost of generating funds

The cost of generating funds consists of investment management.

h) Charitable activities

Costs of charitable activities include grants made.

THE SIMON DIGBY (SHERBORNE) MEMORIAL TRUST
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021
NOTES TO THE FINANCIAL STATEMENTS

i) Governance costs

Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to independent examination.

j) Fixed assets investment

Investments are stated at market value as at 31 March 2021. Investments are held in funds approved by the Charity Commission under s.24 of the Charities Act 1993. The Funds concerned are only available to charities within the meaning of s.96 or s.100 of the Charities Act 2011.

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price. The statement of financial activities includes the net gains and losses arising on revaluation and disposals throughout the year.

The Trust does not acquire put options, derivatives or other complex financial instruments. The main form of financial risk faced by the charity is that of volatility in equity markets and investment markets due to wider economic conditions, the attitude of investors to investment risk, and changes in sentiment concerning equities and within particular sectors or sub sectors.

k) Realised gains and losses

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

l) Debtors

Debtors are measured at their recoverable amounts.

m) Cash at bank and in hand

Cash at bank and in hand consists entirely of cash balances held with the Trust's bankers and with its investment managers.

n) Creditors

Creditors are measured at the amount required to settle the liability.

THE SIMON DIGBY (SHERBORNE) MEMORIAL TRUST
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021
NOTES TO THE FINANCIAL STATEMENTS

2 Investment Income	2021	2020
	£	£
UK dividends received	29,582	36,408
Deposit interest received	76	973
	<u>29,658</u>	<u>37,381</u>

All of the investment income is attributable to unrestricted funds.

3 Analysis of expenditure on charitable activities and support costs	Grant funded activity	Support and governance costs	2021	2020
Activity or programme			Total	Total
	£	£	£	£
Grants promoting and supporting local organisations	33,250	-	33,250	250,498
Independent examiner	-	300	300	300
	<u>33,250</u>	<u>300</u>	<u>33,550</u>	<u>250,798</u>

4 Analysis of grants	Authorised	Grants to institutions
Analysis		£
Digby Hall	21/10/2020	20,000
<i>Running costs of the Digby Hall and Library 2020/21</i>		
Sherborne Town Council (re Tennis Club)	30/10/2017	5,000
<i>Towards the refurbishment of the Tennis Courts at the Terrace Playing Fields (year five of five)</i>		
Sherborne Town Council (re Top-dresser)	21/10/2020	8,250
<i>Towards the purchase of a new Top-dresser for grounds maintenance at the Terrace Playing Fields</i>		
Total		<u><u>33,250</u></u>

5 Emoluments

There were no emoluments paid during the year. Trustees have not received any reimbursement of expenses incurred for services provided to the charity.

6 Investments

Movement in fixed asset listed investments	2021	2020
	£	£
Market value at 31/03/2020	656,599	674,291
Additions	-	-
Disposals	-	-
Net unrealised gains/(losses)	- 14,506 -	17,692
Market Value at 31/03/2021	<u>642,093</u>	<u>656,599</u>
Historical Cost as at 31/03/2021	<u>650,000</u>	
Historical Cost as at 31/03/2020		<u>650,000</u>
	2021	2020
	£	£
Investments at Market Value comprised:		
UK Property Fund	<u>642,093</u>	<u>656,599</u>

The Trust held the following material investments (over 5% of the portfolio by value):

COIF Charities Property Fund	£ 642,092.60
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Investment values are stated inclusive of accrued interest.

7 Analysis of current liabilities

	2021 £	2020 £
Grants awarded but not paid in year	300	300
Other creditors	300	300

THE SIMON DIGBY (SHERBORNE) MEMORIAL TRUST
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021
NOTES TO THE FINANCIAL STATEMENTS

8 Analysis of charitable funds

Fund name	Fund balances brought forward	Income	Expenditure	Gains and (losses)	Fund balances carried forward
	£	£	£	£	£
Permanent endowment	634,880	-	-	-	634,880
Unrestricted funds	83,671	29,658 -	33,550 -	14,506	65,273
Total funds	718,551	29,658 -	33,550 -	14,506	700,153

- (a) The Permanent Endowment was established by an initial gift from the late Simon Wingfield Digby Esq, together with the proceeds of land sold for the benefit of the Trust in accordance with his instructions. The gift was made to the charity on condition that it is held as a permanent endowment, the income from which is freely available to fund the activities of the charity.

If at any time distributions are considered from the capital sum invested, these will only be made with the approval of all the serving trustees.

- (b) The unrestricted funds are available to be spent for any purposes of the charity.

9 Commitments

At 31 March 2021 the Trust had the following grant commitments:

	2021 £	2020 £
Expected to be paid within one year	-	5,000
Expected to be paid within two to five years	-	-
	-	<u>5,000</u>

THE SIMON DIGBY (SHERBORNE) MEMORIAL TRUST
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021
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10 Related Party Transactions

Trustees had the following non-pecuniary interest in the following grants authorised and paid in this year:

Digby Hall & Library Trusts (grant made: £20,000 towards revenue funding) all ex officio Trustees, Mr E Wingfield Digby and Mrs M Wingfield Digby were Trustees during the year.

Sherborne Town Council (grant made: £8,250 towards plant & machinery) all ex officio Trustees were Councillors during the year.

At various times ex officio Trustees are appointed as official representatives of Sherborne Town Council to the committees of various organisations in the Town which may, from time to time, apply to the Trust for grant assistance.

11 Going Concern and Coronavirus

The Trust's income derives from its investments. Whilst the impact of Coronavirus has resulted in changes to the economy and a fall in both the market value of the investment and the level of income received during the financial year, the fund itself remains secure. The Trust's only regular non-discretionary expenditure is the fee for the preparation and examination of its annual accounts. Grant expenditure is discretionary and, as such, can be varied in future years. Consequently, the Trustees are able to confirm that the Trust remains a going concern.

