

**Members are reminded that they must declare all relevant pecuniary and non-pecuniary interests relating to any items of business to be discussed at this meeting**

**BIRMINGHAM CITY COUNCIL**

**TRUSTS AND CHARITIES COMMITTEE**

**WEDNESDAY, 20 JANUARY 2016 AT 10:30 HOURS**  
**IN COMMITTEE ROOM 2, COUNCIL HOUSE, VICTORIA SQUARE,**  
**BIRMINGHAM, B1 1BB**

**A G E N D A**

1 **NOTICE OF RECORDING**

Chairman to advise meeting to note that members of the press/public may record and take photographs except where there are confidential or exempt items.

2 **APOLOGIES**

To receive any apologies.

3 **MINUTES**

**5 - 10**

To note Part 1 of Minutes of the last meeting of Committee on the 17 December 2015.

4 **MATTERS ARISING**

To discuss matters arising.

5 **DECLARATIONS OF INTERESTS**

Members are reminded that they must declare all relevant pecuniary interests and non-pecuniary interests relating to any items of business to be discussed at this meeting. If a pecuniary interest is declared a Member must not speak or take part in that agenda item. Any declarations will be recorded in the minutes of the meeting.

6 **PROPERTY REPORTS**

7 **BIRMINGHAM CYCLE REVOLUTION - Highbury Park Path Improvements**

Report of the Head of Landscape Development  
8 **CORPORATE FINANCE & LEGAL SERVICES REPORTS**

**11 - 24** 9 **HARRIETT LOUISA LOXTON TRUST DEPOSITS HELD WITH BCC**

Item Description

**25 - 40** 10 **BIRMINGHAM MUNICIPAL CHARITY - AWARD OF GRANT (YOUTHWISE)**

**41 - 44** 11 **Report of Director of Finance and Legal  
BIRMINGHAM MUNICIPAL CHARITY - AWARD OF GRANT (BRAIN TUMOUR CHARITY)**

**45 - 50** 12 **Report of Director of Finance and Legal  
REVENUE BUDGET MONITORING 2015/16 - QUARTER 2 (TO 30 SEPTEMBER 2015)**

**51 - 80** 13 **Report of Director of Finance and Legal  
ANNUAL REPORT & ACCOUNTS - 2012/13, 2013/14, & 2014/15  
ALDERSON TRUST**

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ANNUAL REPORT & ACCOUNTS - 2014/15 ACCOUNTS CLARA MARTINEAU TRUST**

**99 - 108** 15 **Report of Director of Finance & Legal  
ANNUAL REPORT AND ACCOUNTS - CHARLES BAKER TRUST FOR THE PERIOD 2014/15**

**109 - 118** 16 **Report of Director of Finance & Legal  
ANNUAL REPORT AND ACCOUNTS - L A JONES FOR THE PERIOD 2014/15**

**119 - 120** 17 **Report of Director of Finance & Legal  
SCHEDULE OF OUTSTANDING MINUTES**

To consider outstanding minutes.

18 **OTHER URGENT BUSINESS**

To consider any items of business by reason of special circumstances (to be specified) that in the opinion of the Chairman are matters of urgency.

19 **AUTHORITY TO CHAIRMAN AND OFFICERS**

Chairman to move:-

'In an urgent situation between meetings, the Chair jointly with the relevant Chief Officer has authority to act on behalf of the Committee'.

20 **EXCLUSION OF THE PUBLIC**

That in view of the nature of the business to be transacted which includes exempt information of the category indicated the public be now excluded from the meeting:-

Minutes - Exempt Paragraphs 3 and 4

**P R I V A T E   A G E N D A**

**121 - 122**

1 **MINUTES**

To note Part 2 of Minutes of the last meeting of Committee on the 17 December 2015.

2 **MATTERS ARISING - PRIVATE**

To discuss matters arising.

3 **BIRMINGHAM MUNICIPAL CHARITY - AWARD OF GRANT  
(JACQUELINE MILLS - SONS MEDICAL SUPPORT)**

- Refer to Private Reason

4 **OTHER URGENT BUSINESS (EXEMPT INFORMATION)**

To consider any items of business by reason of special circumstances (to be specified) that in the opinion of the Chairman are matters of urgency.



# BIRMINGHAM CITY COUNCIL

<b>TRUSTS AND CHARITIES COMMITTEE 17 DECEMBER 2015</b>
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**PRESENT:** Councillor Phil Davis in the Chair

Committee Members:  
Councillor John Alden (JA)  
Councillor Paul Tilsley (PT)  
Councillor Ansar Ali Khan

Officers:  
Rajesh Parmar, (RP) Senior Solicitor, Legal & Democratic Services, Rahema Begum (RB),  
Legal & Democratic Services, Mark Szurminski (MS), Senior Business Analyst, Corporate  
Finance, Nigel G Oliver (NGO), Property Manager, BPS.

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756            **NOTICE OF RECORDING & PRELIMINARY MATTERS**

The Chairman advised the meeting to note that members of the press/public may record and take photographs except where there are confidential or exempt items.

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757            **APOLOGIES**

Apologies for non-attendance were submitted on behalf of:

Councillor Hendrina Quinnen  
Councillor Ian Cruise  
Councillor Matthew Gregson (Newly appointed, replacing Councillor Finnegan)

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758            **MINUTES**

The public minutes of the meeting on 12 November 2015, were confirmed as an accurate record.

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759            **MATTERS ARISING**

None

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760            **DECLARATIONS OF INTERESTS**

The Chairman reminded Members that they must declare all relevant pecuniary interests and/or non-pecuniary interests relating to any items of business to be discussed at this meeting. If a pecuniary interest is declared a Member must leave the room or Chamber where the meeting is being held, unless a dispensation has been obtained from the Authority's Standards Committee. Any declarations or leaving of the room/chamber will be recorded in the minutes of the meeting.

None were declared.

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761

#### **NEW CHAMBERLAIN Highbury TRUST**

The chairman introduced Mr Les Sparks, the newly appointed Chair of Chamberlain Highbury Trust.

Mr Sparks provided information on the new trustee shadow board, the appointments of the other trustees and their backgrounds. There was some discussion around the recruitment and set up of the trust and it was confirmed that the shadow Trust would need access to independent legal advice to support its set up arrangements. This is of particular importance in relation to the negotiations on the transfer of the trust assets i.e disposal of lease etc. The committee thanked Mr Sparks for his efforts and welcomed the progress made to date.

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762

#### **CADBURY BARN AND MANOR FARM PARK**

The Chairman introduced Mr Simon Butuex, Director of Birmingham Conservation Trust, who provided a presentation on the Cadbury Barn and Manor Farm Park project. Simon and colleagues from the project provided background information in relation to the options appraisal and the current work and proposals, which aimed to support an application to the Heritage Lottery Fund.

Councillor Davis said he was keen to keep members informed on potential applications which could improve sites held by the Committee.

The committee noted with approval the progress made.

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763

#### **CENTRE FOR THE CHILD TRUST**

Linda Monk provided a verbal update to members around the charity's activities to date. Linda informed members that the focus of the trust was to provide activities for children in the library, such as storytelling. The events are held during school holidays and have planned 10 events for next year. Members queried how much was spent a year. This had been provided to members at the previous committee meeting. The Chairman requested that a list of expenditure is provided regularly to the Committee, noting the positive work done with the funds available.

**RESOLVED:**

Committee noted the verbal update.

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764

**ANNUAL REPORT & ACCOUNTS – HARRIET LOUISA LOXTON TRUST  
FOR PERIOD 2014/15**

MS presented the report and informed committee that the independent examination was undertaken by the Trusts appointed auditors, Clement Keys as the current balance triggered this and was a requirement of the Charity Commission.

Councillor Pears queried what the level of interest was. MS advised that it was 0.455 with CCLA, however last years is not available but could be provided.

Members queried the date of the trust was established as the report at para 5.1 states 2 February 1949 and then at para 5.2 refers to 31 March 1932. Officers are to check this. Members also queried the date that CCLA took over. MS to find out and report to committee.

Councillor Alden pointed out that cheques should be made to the trust and not BCC as could go to wrong account. The Chairman advised that this is audited and coded correctly. The administrator of the trust would manage this and ensure the process is in place.

**RESOLVED:**

Committee approved the Report.

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765

**ANNUAL REPORT & ACCOUNTS – ELFORD TRUST FOR THE PERIOD  
2014/15**

MS presented the report and informed members that the trust accounts triggered the charity commission's threshold for requiring trust fund accounts to be independently examined. The gross annual income for the year was £61,724 and therefore an independent examination was undertaken.

Councillor Pears queried whether the installation of a storage lagoon at Home Farm would be detrimental to the financial future for the trust. It was confirmed that it would not and further that officers would ensure that the matter would be properly monitored to ensure that did not change.

The chairman said he had been briefed on the local planning decisions regulating to the storage lagoon and there were no grounds on which the Committee needed to intervene.

**RESOLVED:**

Committee approved the report.

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**ANNUAL REPORT & ACCOUNTS – Highbury Trust for the period 2014/15**

MS presented the report and informed members that the gross annual income for the year was £179,382 and therefore an independent examination was undertaken as required by the Charity Commission.

Councillor Alden queried why the valuation of Highbury had decreased as it was previously £4 million. MS advised that it was previously valued based on the demolition of Chamberlain House.

**RESOLVED:**

The Report was approved.

**ANNUAL REPORT & ACCOUNTS – Moseley Road Community Centre for the period 2014/15**

MS presented the report and informed members that the report is for information only as it is a custodian trust and members were to note the annual report and accounts.

**RESOLVED:**

Committee noted the report.

**ANNUAL REPORT & ACCOUNTS – Sir Whitworth Wallis Trust for the period 2014/15**

Again, MS presented the report and informed members that the report is for information only as it is a custodian trust and members were to note the annual report and accounts.

Members pointed out that the report states that there are 9 trustees but only 7 were named.

**RESOLVED:**

Committee noted the report.

**ANNUAL REPORT & ACCOUNTS – John Billingsley the Elder for the period 2014/15**

MS presented the report and again informed members that the report is for information only as it is a custodian trust and members were to note the annual report and accounts.

MS also informed members that the trustee's had resolved to merge the trust with BMC.

**RESOLVED:**

Committee noted the report.

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770      **ANNUAL REPORT & ACCOUNTS – LORD MAYORS CHARITY FOR THE PERIOD 2014/15**

MS presented the report and again informed members that the report is for information only as it is a custodian trust and members were to note the annual report and accounts.

Councillor Davis commented that he was appointed a trustee of the charity late in 205 and re-appointed for next year recently.

**RESOLVED:**

Committee noted the report.

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771      **WILLIAM WALTER HINDE (COFTON PARK) DISPOSAL OF PART OF THE WHITE HOUSE**

NGO presented the report and informed members that the purpose of the report was to inform members of the historical background of the disposal of trust assets in 1991. NGO explained that the disposal took place under the Right to Buy scheme in error. The money was taken as income by parks and spent. It is accepted that the city has disposed of assets that are held in trust although it should not have, however it cannot be recompensated.

**RESOLVED:**

Committee noted the report.

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772      **SCHEDULE OF OUTSTANDING MINUTES**

Minute 395 - Sole and Custodian Trustee Trusts and Charities: Officers to report on a sixth monthly basis on the activities undertaken by Sole and Custodian Trusts and Charities.

Committee agreed that this was a rolling item and committee to be advised of progress as and when.

Minute 651 - Matters Arising, Cofton Park breach of trust: Sale of flat at White House. Investigations are required to determine if any breach has occurred and action that may be required to remedy it.

Committee agreed that this minute can be disposed of.

773

**OTHER URGENT BUSINESS**

None reported to Committee.

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774

**AUTHORITY TO CHAIRMAN AND OFFICERS**

Chairman to move:-

“That the Chairman is hereby authorised to act until the next meeting of the Committee except that, in respect of the exercise of the Council’s non-Executive functions, the appropriate Chief Officers are hereby authorised to act in consultation with the Chairman and that the Director of Legal and Democratic Services is authorised to affix the Corporate Seal to any document necessary to give effect to a decision of the said officers acting in pursuance of the power hereby delegated to them; further that a report of all action taken under this authority be submitted to the next meeting and that such report shall explain why this authority is used”.

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775

**EXCLUSION OF THE PUBLIC**

That in view of the nature of the business to be transacted which includes exempt information of the category indicated, the public be now excluded from the meeting.

Minutes of the last meeting

Exempt information paragraph 3

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.....  
**Cllr Philip Davis**  
**Chairman of Trusts and Charities Committee**

Report to:	Trust and Charities Committee	<i>Exempt information paragraph number – if private report:</i>
Report of: Date of Decision:	Director of Finance 20 <sup>th</sup> January 2016	
SUBJECT:	HARRIET LOUISA LOXTON TRUST DEPOSITS HELD WITH BCC	
Key Decision: Yes / No	Relevant Forward Plan Ref: No	
If not in the Forward Plan: (please "X" box)	Chief Executive approved <input type="checkbox"/>	
	O&S Chairman approved <input type="checkbox"/>	
Relevant Cabinet Member(s):	N/A	
Relevant O&S Chairman:	N/A	
Wards affected:	All	

<b>1. Purpose of report:</b>
1.1 To set out the current trusts investments and cash balances analysed between restricted and unrestricted funds and make recommendations for the reallocation of funds currently held in deposits with BCC.

<b>2. Decision(s) recommended:</b>
2.1 The Committee acting on behalf of the Trustee (BCC) is recommended to approve the reallocation of £170k currently held within BCC into COIF Deposit fund.

<b>Contact Officer:</b>	Mohammed Majid
<b>Telephone No:</b>	0121 464 8894
<b>E-mail address:</b>	Mohammed_majid@birmingham.gov.uk

<b>3. Consultation</b>
Consultation should include those that have an interest in the decisions recommended
3.1 <u>Internal</u>
The Chairman of the Committee has been consulted in the preparation of this report.
3.2 <u>External</u>
N/A

<b>4. Compliance Issues:</b>
<p>4.1 <u>Are the recommended decisions consistent with the Council's policies, plans and strategies?</u></p> <p>N/A</p>
<p>4.2 <u>Financial Implications</u> (Will decisions be carried out within existing finance and Resources?)</p> <p>N/A</p>
<p>4.3 <u>Legal Implications</u></p> <p>Management and governance arrangements for Charitable Trusts are set out in the constitution under which they were established. Charity Trustees must also comply with Charities Act 2011, Trustee Act 2000, other relevant legislation and guidance issued by the Charity Commission. The assets of a charity must be used in accordance with charitable law, failing which this will give rise to a breach of trust. Legal sanction can follow from either the beneficiaries of the charitable trust and/or Charity Commission. Decisions made by the charity must be expedient in the interests of the charity at all times. The Committee has empowered officers within the Council to discharge certain functions on its behalf as Council as Trustee.</p>
<p>4.4 <u>Public Sector Equality Duty (see separate guidance note)</u></p> <p>No adverse impact.</p>

## 5. Relevant background/chronology of key events:

- 5.1 The Harriet Louisa Loxton Trust was established on the 2<sup>nd</sup> February 1949 for the benefit 'of persons who by reason of Age, infirmity or any other circumstance, are in need of care and attention not otherwise available to them by providing or paying for items, services and facilities that are designed to meet that need'. Beneficiaries of the Trust must reside in Birmingham and the Trust is administered on behalf of Birmingham City Council as "Council as Trustee" by the Adults and Communities Directorate.
- 5.2 The Trust is registered with the Charity Commission No. 702446.  
The Trust was established by a deed dated 31 March 1932. The objectives of the Trust are general charitable purposes for the benefit of the citizens of Birmingham.
- 5.3 The Trust has assets of cash and investments. The latter now being managed by the Trust's appointed Fund Manager – CCLA. As at 31<sup>st</sup> March 2015 the funds were held In the following assets:

Asset	Unrestricted Funds	Restricted Funds	Total
Investments held in COIF Investment Fund (formerly Barclays Wealth)		1,252,523	1,252,523
Deposits held in COIF Deposit Fund (Formerly BCC Loan Fund)	29,595	248,401	277,996
Cash held with BCC General Fund	184,568		184,568
<b>Total</b>	<b>214,163</b>	<b>1,500,924</b>	<b>1,715,087</b>

- 5.4 The investment fund generates both income and capital growth while the deposit fund generates income (though this is currently at a low rate). The cash held with BCC generates no income or capital growth and thus is providing no benefits to the trust.
- 5.5 The accumulated cash held with BCC has grown considerably over the last decade due to annual investment income constantly exceeding the trust's annual expenditure. The annual surplus has been decreasing since 2008-09 mainly due to the low prevailing Bank of England base rate.

	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15
Income	46,932	55,930	38,475	32,536	35,626	30,651	27,209	28,679
Expenditure	20,904	22,658	17,355	15,289	20,348	19,570	21,751	31,757
<b>Surplus/ Deficit</b>	<b>26,028</b>	<b>33,272</b>	<b>21,120</b>	<b>17,247</b>	<b>15,278</b>	<b>11,081</b>	<b>5,458</b>	<b>-3,078</b>

- 5.6 The year on year reduction in the annual surplus should have peaked (providing future expenditure is controlled) which should ensure that annual deficits should not occur in future years thus allowing the previously accumulated cash balance to be invested into longer term/ higher yielding investment vehicles.
- 5.7 Unless it is decided to move any of the cash balance into the investment fund, then there would be no need to move balances from unrestricted to restricted funds since this would unnecessarily restrict the use of funds in the future
- 5.8 It is recommended that the majority of the cash (£170k) currently held with BCC is moved into the COIF deposit fund. This will earn a short term rate of interest with very little variation in capital value. This fund is relatively instant access so funds can be drawn down the next day. The remaining cash balance should remain held with BCC to be used as working capital for the trust.

<b>6.</b>	<b>Evaluation of alternative option(s):</b>
6.1	<b>Some or all of the cash balance moved to COIF Investment fund.</b> Although this option will generate significantly greater income and potential for capital growth, it will also restrict the use of these funds in the future since the funds would have to be moved into the restricted fund. There is also a lot of uncertainty in financial markets so it would be prudent not to increase any further exposure in these markets at this time.
6.2	<b>Do nothing and keep balance in BCC.</b> This option would not be an acceptable use of trust funds due to no yields being generated.
<b>7.</b>	<b>Reasons for Decision(s):</b>
7.1	This decision will increase the trust's income so that more can be spent to meet trusts objectives.

Signatures	<u>Date</u>
Director of Finance .....	.....
Chairman .....	.....

<b>List of Background Documents used to compile this Report:</b>
N/A

<b>List of Appendices accompanying this Report (if any):</b>
1. 2014-15 Accounts

Charity of Harriet Louisa Loxton  
Registered Charity Number 702446  
Report and Financial Statements  
Year ended 31 March 2015

Charity of Harriet Louisa Loxton  
Report and Financial Statements  
the year ended 31st March 2016

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Charity of Harriet Louisa Loxton

Report of the Trustees for the Year Ended 31st March 2015

The Trustees present their report along with the financial statements of the charity for the year ended 31st March 2015. The financial statements have been prepared in accordance with the accounting policies set out in the notes thereto and comply with the charity's trust deed and applicable law.

Reference and administrative information

Name of charity:

Charity of Harriet Louisa Loxton

Charity number:

702446

Address for correspondence / donations is:

Mr Peter Hay  
Strategic Director for People  
Birmingham City Council  
10, Woodcock Street  
Aston  
Birmingham  
B7 4BL

Cheques should be made payable to "Birmingham City Council".

The Trustees who served during the year were:

Birmingham City Council is the Sole trustee of the charity

Bank:

The Co-operative Bank plc  
PO Box 82  
118-120 Colmore Row  
Birmingham  
B3 3BA

Investment Manager:

Barclays Wealth  
1 Colmore Square  
Birmingham  
B4 6ES

Independent Examiner:

Mr S Atkins BSc (Hons) FCA  
Partner in Clement Keys LLP  
No 8, Calthorpe Road  
Edgbaston  
Birmingham  
B15 1QT

Charity of Harriet Louisa Loxton

Report of the Trustees for the Year Ended 31st March 2016

**Structure, Governance and Management**

*Governing document*

The Trust is governed by a Scheme approved by the Charity Commission on 16 October 1989 and is a registered charity, number 702446.

*Recruitment and appointment of trustees*

The Trustees who served during the year, and since the year end, are set out in the reference and administrative details on page one. There is no limit on the minimum or maximum number of Trustees.

*Trustee Meetings*

Three representatives from the sole trustee (Birmingham City Council) are necessary to form a quorum. Issues are decided by a simple majority of those present and voting, provided at least two representatives vote in favour of the resolution.

**Objectives and Activities**

The trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities. In particular the trustees have considered how planned activities will contribute to the aims and objectives set.

The objects of the trust are to apply the income from the fund "for the purpose of relieving in cases of need, persons who by reason of age, infirmity or any other circumstance, are in need of care and attention which is not otherwise available to them by providing or paying for items, services and facilities which are calculated to meet that need".

**Achievements and Performance**

Total incoming resources for the year were £28,679 (2014: £27,209) comprising solely of investment income.

Charitable expenditure increased to £31,757 (2014: £21,751). Grants of £19,755 were awarded at the end of 2014/15 (2014: £11,982)

**Financial Review**

*Reserves and Grant Making Policy*

The Trust Deed requires the capital and income of the Trust to be applied to meet the purposes of the charity, but permits the trustees to invest any part not required for the time being.

*Investment Policy*

The investment objective is therefore primarily to provide security of capital for such time until the funds are required.

Investments may therefore include Government gilts, with their maturity value in mind. In addition, where sums are expected to be invested for say five years or more, a limited exposure to equities may be appropriate. This will be via pooled investment vehicles only. All investment is subject to the Trustee Act 2000.

*Risk Management*

The Trustees keep under review the major strategic and operational risks which the Charity faces and are satisfied that systems have been established in order to minimise the possible effects of such risks on the Charity.

Charity of Harriet Louisa Loxton

Report of the Trustees for the Year Ended 31st March 2015

Trustees' Responsibilities in Relation to the Financial Statements

The trustees are responsible for preparing the Trustees' Report and the 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 trustees to prepare financial statements for each financial year which give a true and fair view of the state affairs of the charity and of the incoming resources and application of resources of the charity for that period.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees and signed on their behalf by:

Trustee

Date

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
THE CHARITY OF HARRIET LOUISA LOXTON

I report on the accounts of the Charity of Harriet Louisa Loxton for the year ended 31 March 2015, which are set out on pages 6 to 8

**Respective responsibilities of trustees and examiner**

The Charity's trustees are responsible for the preparation of the accounts. The charities' trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

**Basis of independent examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. 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 you as 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 connection with 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 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave not been met; or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Simon Atkins FCA



Partner in CLEMENT KEYS LLP  
Chartered Accountants

No.8 Calthorpe Road  
Edgbaston  
Birmingham  
B15 1QT

Date:

2/12/14

Charity of Harriet Louisa Loxton  
Statement of Financial Activities for  
the year ended 31st March 2015

	Notes	Unrestricted Fund	Endowment Fund	Total 2015	Total 2014
		£	£	£	£
<b>Incoming Resources</b>					
Investment Income	2	28,679	-	28,679	27,209
<b>Total Incoming Resources</b>		<u>28,679</u>	<u>-</u>	<u>28,679</u>	<u>27,209</u>
<b>Resources Expended</b>					
Grants payable in furtherance of the charity's objectives	4	19,755	-	19,755	11,992
Support costs	5	8,485	-	8,485	7,235
Creditors Written Off		-	-	-	940
Portfolio management charge	5	3,516	-	3,516	3,464
<b>Total Resources Expended</b>		<u>31,757</u>	<u>-</u>	<u>31,757</u>	<u>21,751</u>
<b>Net (Outgoing)/Incoming Resources before other recognised gains and losses</b>		(3,077)	-	(3,077)	5,458
<b>Other realised &amp; unrealised losses</b>					
Total gains on investments		-	47,670	47,670	71,901
<b>Net Movement in Funds</b>		(3,077)	47,670	44,593	77,360
<b>Reconciliation of Movement in Funds</b>					
Balance at 1 April 2014		217,240	1,453,254	1,670,494	1,583,134
<b>Balance at 31 March 2015</b>		<u>214,162</u>	<u>1,500,924</u>	<u>1,715,087</u>	<u>1,670,494</u>
<b>Balance Sheet at 31st March 2015</b>					
	Notes	Unrestricted Fund	Endowment Fund	Total 2015	Total 2014
		£	£	£	£
<b>Fixed Assets</b>					
Investments	6	29,595	1,500,924	1,530,519	1,486,366
<b>Current Assets</b>					
Deposits with Birmingham City Council		182,143	-	182,143	182,062
Debtors		2,425	-	2,425	2,077
<b>Creditors - amounts falling due within one year</b>	7	-	-	-	-
<b>Net Current Assets</b>		<u>184,567</u>	<u>-</u>	<u>184,567</u>	<u>184,129</u>
<b>Total Net Assets</b>		<u>214,162</u>	<u>1,500,924</u>	<u>1,715,087</u>	<u>1,670,494</u>
<b>Funds</b>					
Permanent Endowment		-	1,500,924	1,500,924	1,453,254
Unrestricted Income		<u>214,162</u>	<u>-</u>	<u>214,162</u>	<u>217,240</u>
		<u>214,162</u>	<u>1,500,924</u>	<u>1,715,087</u>	<u>1,670,494</u>

Trustee

Date

Charity of Harriet Louisa Loxton  
Notes Forming Part of the Financial Statements  
for the Year Ended 31st March 2015

**Note 1** Principal Accounting Policies

**a) Accounting Convention**

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value, in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008) and within the provisions of the Charities Act 2011.

In preparing the financial statements the charity follows best practice as laid down in the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2005).

The trustees have made use of the concession available for smaller charities within the SORP and have chosen to use resource classifications appropriate to the charity's circumstances and activities.

**b) Investment Income and Valuation**

Investment income is accounted for on an accruals basis. The investments are shown at market value. Realised and unrealised gains and losses are shown in the changes in resources available.

**c) Resources Expended**

Expenditure is included on an accruals basis.

**d) Fund Accounting**

Details and the nature of each fund is set below.

Unrestricted Funds comprise those funds which the Trustees are free to use in accordance with the charitable objects.

Endowment Funds represents those assets which must be held permanently by the charity.

**Note 2**

**Investment Income**

	2015 £	2014 £
Income from securities	28,679	27,209
	<u>28,679</u>	<u>27,209</u>

Income from securities consists of the following, Fixed Interest - £568 (2014: £99) and Equity Investments £28,111, (2014: £27,110)

**Note 3**

**Taxation recoverable**

The Trust received investment income during the year from which tax has been deducted at source and to the extent it is recoverable, has been accrued for in the accounts.

**Note 4**

**Direct Charitable expenditure**

Distributions made during the year from the fund were all to individuals or organisations approved by the Advisory Panel and General Purposes Committee.

During the year grants totalling £19,755 were made (2014: £11,992).

**Note 5**

**Support costs and portfolio management fees**

Expenses of £12,001 (2014: £10,699) were incurred during the year as a result of the Advisory Panel meetings to consider the award of grants and Investment Portfolio Management Charge.

Charity of Harriet Louisa Loxton  
Notes Forming Part of the Financial Statements  
for the Year Ended 31st March 2015 - continued

**Note 6**

Fixed assets

Analysis of movements in Investments

Investments managed by Barclays Wealth

	Fixed Interest	Equity Investments	Hedge Funds	Cash and Deposits	Property	Grand Total
Opening market value as at 1 April 2014	223,397	781,056	60,739	115,571	28,922	1,209,685
Purchases at Cost	-	270,888	13,683	(284,571)	-	-
Sale Proceeds	(86,056)	(145,851)	(13,449)	247,356	-	-
Change in Market Value	8,472	32,179	3,110	168	2,425	46,354
Portfolio Mgmt Fee	-	-	-	(3,516)	-	(3,516)
Closing market value as at 31 March 2015	143,813	938,272	64,083	76,008	31,347	1,252,623

Investments at Market Value

	2015	2014
Barclays Wealth	1,252,523	1,209,685
Deposit with Birmingham County Council	277,996	276,680
	<u>1,530,519</u>	<u>1,486,365</u>

The following investments represent 5% or more of the year end portfolio balance

Investment	%	£
Franklin Templeton Global Bond W/H 1 Inc Nav	5.7	66,684
Artemis Fund Managers Income DIS	5.5	64,636

Investments are included at closing market value at the balance sheet date. Any gain or loss on revaluation is taken to the Statement of Financial Activities.

**Note 7**

Creditors

	2015	2014
Creditor for unpaid grants	-	-

**Note 8**

Trustees' Remuneration

None of the trustees have received any remuneration or reimbursed expenses from the Trust. (2014 - £nil).



Report to:	TRUSTS AND CHARITIES COMMITTEE	Exempt information paragraph number – if private report.
Report of:	Director of Finance	
Date of Decision:	20 January 2016	
SUBJECT:	BIRMINGHAM MUNICIPAL CHARITY – AWARD OF GRANT (YOUTHWISE)	
Key Decision: No	Relevant Forward Plan Ref:	
If not in the Forward Plan: (please "X" box)	Chief Executive approved <input type="checkbox"/>	
	O&S Chairman approved <input type="checkbox"/>	
Relevant Cabinet Member(s) or Relevant Executive Member for Local Services:	N/A	
Relevant O&S Chairman:	N/A	
Wards affected:	ALL	

<b>1. Purpose of report:</b>
1.1 On the recommendation of the charity's Grants Panel, the Committee's approval is sought to award grant of £500 to Youthwise from the unrestricted funds of the Birmingham Municipal Charity ("BMC").
1.2 This matter was not included in the Forward Plan because the governance of Charitable Trusts does not give rise to any "key" decisions.

<b>2. Decision(s) recommended:</b>
2.1 To award grants from the "BMC" to the charitable organisation as set out in <u>Appendix 3</u> .
2.2 To instruct officers in Legal Services and Corporate Finance to take all necessary steps to facilitate the award of any grants to any successful applicant, and Report back to a future Committee meeting, once the grant application project has been completed.

<b>Lead Contact Officer(s):</b>	Rajesh Parmar , Senior Solicitor Legal & Democratic Services, Mark Szurminski, Senior Business Analyst Economy Directorate.
<b>Telephone No:</b> <b>E-mail address:</b>	0121 675 4673 <a href="mailto:Rajesh.Parmar@birmingham.gov.uk">Rajesh.Parmar@birmingham.gov.uk</a> 0121 675 0482 <a href="mailto:mark.szurminski@birmingham.gov.uk">mark.szurminski@birmingham.gov.uk</a>

<b>3.</b>	<b>Consultation</b>
	Consultation should include those that have an interest in the decisions recommended
3.1	<p><u>Internal</u></p> <p>The Chairman of the Committee was consulted on the preparation of this Report. Additionally, a Grants Panel, consisting of Councillor John Alden, Councillor Ansar Ali Khan and Mark Szurminski have reviewed the application submitted and assessed whether it met the terms of funding for the “BMC”. The Mechanics of Funding document is attached at Appendix 2.</p>
3.2	<p><u>External</u></p> <p>N/A</p>
<b>4.</b>	<b>Compliance Issues:</b>
4.1	<p><u>Are the recommended decisions consistent with the Council’s policies, plans and strategies?</u></p> <p>The objects/purposes of the Council’s charitable trusts, all have a commonality, namely for the benefit of the citizens of Birmingham. This is consistent with the Council’s Policies, Plans and Strategies which are focused on “fair, democratic and prosperous Birmingham.”</p>
4.2	<p><u>Financial Implications</u> (Will decisions be carried out within existing finance and Resources?)</p> <p>Please refer to paragraph 5.6 below (Charity Finances).</p>
4.3	<p><u>Legal Implications</u></p> <p>Management and governance arrangements for Charitable Trusts are set out in the constitution under which they were established. Charity Trustees must also comply with Charities Act 2011, Trustee Act 2000, other relevant legislation and guidance issued by the Charity Commission. The assets of a charity must be used in accordance with charitable law, failing which this will give rise to a breach of trust. Legal sanction can follow from either the beneficiaries of the charitable trust and/or Charity Commission. Decisions made by the charity must be expedient in the interests of the charity at all times.</p>

4.4 Public Sector Equality Duty (see separate guidance note)

None. The statutory functions discharged by the Council as Trustee are subject to a separate and distinct statutory regime underpinned (principally) by the Charities Act 2011, Trustee Act 2000 and relevant Charity Commission guidance. These are non-executive functions and are therefore not subject to the Equalities Act 2010 provisions.

**5. Relevant background/chronology of key events:**

5.1 Trusts and Charities Committee recommended in November 2010 to Full Council, sitting as Corporate Trustee to consolidate a number of small and dormant trusts into the newly established "BMC".

5.2 Full Council approved the consolidation of the small and dormant trusts into the "BMC" in January 2011.

5.3 Following its creation, officers registered the "BMC" with the Charity Commission ("CC").

**Aims and Objectives of the Charity**

5.4 The Trustees are referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the aim and objectives of the charity and in planning any future activities (S17 Charities Act 2011). The objects and purposes of the Charity are to fund general charitable activity, for the benefit, and on behalf of, the citizens of Birmingham. For a purpose to be charitable it must be one which falls within the definition of S3(1) Charities Act and is for "public benefit" as set out within S4 Charities Act 2011.

**Trustee Powers**

5.5 The charity's constitution is set out within the executed Trust Deed dated the 9<sup>th</sup> June 2012 (see Appendix 1). At paragraph 2.3 of the Deed document the Trustees are permitted to use both the income and capital from the Charity's finances to promote the objects and purposes of the charity. Paragraph 3.10 specifically provides the power to "to make grants and loans of money and give guarantees." Awarding grants in this manner would therefore be within the charity's constitution.

**Charity Finances**

5.6 In the last set of accounts for BMC for the period up to 31 March 2015, the balance of the unrestricted funds carried forward was £11,662. The endowment fund for the same period was £362,392, providing a combined income of £374,054. Following interest received and deducting grants awarded this financial year, the balance on the Trusts unrestricted funds stands at £17,055. If the application of £500 is successful it will be met from the charity's unrestricted balances.

## Applications received

- 5.7 The Committee are asked to consider and determine the Application for funding for a sum up to £500.00. Full details of each application are set out within Appendix 3 to this Report.

## 6. Evaluation of alternative option(s):

- 6.1 If the Committee determine not to award any grants, the unrestricted balances remain unaffected and will accrue in the usual way, subject to the comments at paragraph 4.6 above. Although the charity was only constituted in 2012, the Committee is obliged to ensure that the charity is administered for the purposes for which it was established.

## 7. Reasons for Decision(s):

- 7.1 To approve the awarding of the grant to the organisation set out in Appendix 3.

**Signatures**

**Date**

**Chairman of the Trusts & Charities Committee**

.....

**Chief Officer  
Director of Finance**

.....

## List of Background Documents used to compile this Report:

None

## List of Appendices accompanying this Report (if any):

1. Appendix 1 – Governing Trust Deed.
2. Appendix 2 – Mechanics of Funding.
3. Appendix 3 – Application Form.

**TRUST DEED FOR THE**  
**"THE BIRMINGHAM MUNICIPAL CHARITY"**  
**A CHARITABLE TRUST**

THIS TRUST DEED made by Birmingham City Council

**The Trustee:**

(1) **Birmingham City Council**

WITNESSES AS FOLLOWS:

1. INTRODUCTION

- 1.1 The Trustee holds the consolidated capital sum of £ 241,348.85 (as at January 2011) on the trusts declared in this Deed.
- 1.2 Further money or property may be paid or transferred to the Trustee for the Charity.
- 1.3 The sum referred to at paragraph 1.1, represents the total value of Trust fund balances in respect of various small and dormant Charitable Trusts where Birmingham City Council is sole corporate Trustee. Further details of each of the aforementioned Charitable Trusts, is set out at **Appendix "BMC1"**.
- 1.4 Birmingham City Council approved the process for consolidating dormant and small trusts on the 15 September 2010. On the 3 November 2010, the Trustee recommended consolidation of various Trust fund balances to a new Trust, namely, "The Birmingham Municipal Charity".

## 2. NAME & OBJECTS AND PURPOSES

- 2.1 The name of the Charity is "The Birmingham Municipal Charity" (or any other name chosen by resolution of the Trustee).
- 2.2 The Objects and purposes of the Charity are to fund general charitable activity, for the benefit, and on behalf of, the citizens of Birmingham.
- 2.3 The Trustee must use the income and may use the capital of the Charity in promoting the Objects and Purposes of the Charity.

## 3. POWERS

The Trustee has the following powers, which *may* be exercised only in promoting the Objects and Purposes:

- 3.1 To promote or carry out research.
- 3.2 To provide advice.
- 3.3 To publish or distribute information.
- 3.4 To co-operate with other bodies.
- 3.5 To support, administer or set up other charities.
- 3.6 To raise funds (but not by means of **taxable trading**).
- 3.7 To borrow money and give security for loans (but only in accordance with the restrictions imposed by the **Charities Act**).
- 3.8 To acquire or hire property of any kind.
- 3.9 To let or dispose of property of any kind (but only in accordance with the restrictions imposed by the Charities Act).
- 3.10 To make grants or loans of money and to give guarantees.
- 3.11 To set aside funds for special purposes or as reserves against future

expenditure.

3.12 To deposit or invest funds in any manner (but to invest only after obtaining such advice from a **financial expert** as the Trustee considers necessary and having regard to the suitability of investments and the need for diversification).

3.13 To delegate the management of investments to a financial expert, but only on terms that:

- (1) the investment policy is recorded **in writing** for the financial expert by the Trustee;
- (2) every transaction is reported promptly to the Trustee;
- (3) the performance of the investments is reviewed regularly with the Trustee;
- (4) the Trustee is entitled to cancel the delegation arrangement at any time;
- (5) the investment policy and the delegation arrangement are reviewed at least once a year;
- (6) all payments due to the financial expert are on a scale or at a level which is agreed in advance and are reported promptly to the Trustee on receipt;
- (7) the financial expert must not do anything outside the powers of the Trustee.

3.14 To insure any such property of the Charity against any foreseeable risk and take out other insurance policies to protect the Charity when required.

3.15 To employ paid or unpaid agents, staff or advisers.

3.16 To enter into contracts to provide services to or on behalf of other bodies.

3.17 To establish or acquire subsidiary companies to assist or act as agents for the Charity.

3.18 To pay the costs of forming the Charity.

3.19 To do anything else within the law which promotes or helps to promote the Objects and Purposes of this Charity.

3.20 Power to delegate the performance of any act, including the exercise of any power or discretion, to a Committee. The Trustee must exercise reasonable supervision over the Committee and the Committee must promptly report their acts and proceedings to the Trustee. The Committee must not incur expenditure on behalf of the charity except in accordance with a budget previously agreed by the Trustee.

#### 4. PROCEEDINGS OF TRUSTEE

4.1 The Trustee must meet at least every 6 months of each year.

#### 5. DECISION-MAKING

The Trustee has the following procedural powers in relation to decision-making:

5.1 To make regulations consistent with this Deed to govern the administration of the Charity including the use and application of the income, any such property and funds, the operation of bank accounts and the commitment of funds.

#### 6. BENEFITS TO TRUSTEE

6.1 The property and funds of the Charity must only be used for promoting Objects and Purposes of the Charity and do not belong to the Trustee. [The following

provisions of this clause take effect subject to the proviso to clause 2.3.]

## 7. PROPERTY AND FUNDS

7.1 Funds which are not required for immediate use (including those which will be required for use at a future date) must be placed on deposit or invested in accordance with clause 3.12 until needed.

7.2 Investments and other property of the Charity may be held:

- (1) in the names of the Trustee;
- (2) in the name of a trust corporation as a **holding trustee** for the Charity which must be appointed (and may be removed) by deed executed by the Trustee;

## 8. RECORDS & ACCOUNTS

8.1 The Trustee must comply with the requirements of the Charities Act as to the keeping of financial records, the audit or independent examination of the accounts and the preparation and transmission to the Commission of:

- (1) annual returns;
- (2) annual reports; and
- (3) annual statements of account.

8.2 The Trustee must maintain proper records of:

- (1) all proceedings at meetings of the Trustee;
- (2) all reports of committees; and
- (3) all professional advice obtained.

## 9. AMENDMENTS

This Deed may be amended by supplemental deed on a resolution passed by the Trustee but:

- 9.1 No amendment is valid if it would make a **fundamental change** to the Objects and Purposes or to this clause or destroy the charitable status of the Charity.
- 9.2 Clause 2.2 and 11 may not be amended without the prior written consent of the Commission.

## 10. AMALGAMATION

- 10.1 The Trustee may at any time on a resolution passed by the Trustee transfer the assets and liabilities of the Charity to another charity.
- 10.2 The transferee Charity must be established for exclusively charitable purposes within, the same as or similar to the Objects and Purposes set out herein.
- 10.3 On a transfer under clause 10.1 the Trustee must ensure that all necessary steps are taken as to:
  - (1) the transfer of land and other property;
  - (2) the novation of contracts of employment and the transfer of any pension rights; and
  - (3) the trusteeship of any property held for special purposes.

## 11. DISSOLUTION

- 11.1 The Trustee may at any time decide by resolution passed by the Trustee that the Charity is to be dissolved. The Trustee will then be responsible

for the orderly winding up of the Charity's affairs.

11.2 After making provision for all outstanding liabilities of the Charity, the Trustee must apply the remaining property and funds in one or more of the following ways:

- (1) by transfer to one or more other bodies established for exclusively charitable purposes within, the same as or similar to the Objects;
- (2) directly for the Objects or charitable purposes within or similar to the Objects; or
- (3) in such other manner consistent with charitable status as the Commission approves in writing in advance.

11.3 A final report and statement of account relating to the Charity must be sent to the Commission.

## 12. INTERPRETATION

In this Deed:

12.1 The following expressions have the following meanings:

'the Charities Act' means the Charities Acts 1993 and 2006;

'the Charity' means the charitable trust created and governed by this Deed;

'charity trustee' has the meaning prescribed by section 97(1) of the Charities Act;

'the Commission' means the Charity Commission for England and Wales or any body which replaces it;

'financial expert' means an individual, company or firm who is authorised to give investment advice under the Financial Services and Markets Act 2000;]

'financial year' means the Charity's financial year;

'the Trustee' means the party to this Deed;

'firm' includes a limited liability partnership;

'fundamental change' means such a change as would not have been within the reasonable contemplation of a person making a donation to the Charity;

'holding trustee' means an individual or corporate body responsible for holding the title to property but not authorised to make any decisions relating to its use, investment or disposal;

[means insurance against personal liability incurred by any Trustee for an act or omission which is or is alleged to be a breach of trust or breach of duty, unless the Trustee concerned knew that, or was reckless whether, the act or omission was a breach of trust or breach of duty].

'independent examiner' has the meaning prescribed by the Charities Act;

'month' means calendar month;

'the Objects' means the charitable objects set out in clause 2;

'taxable trading' means carrying on a trade or business for the principal purpose of raising funds, and not for the purpose of actually carrying out the Objects, the profits of which are liable to income tax;

'trust corporation' has the meaning prescribed by section 205(1)(xxviii) of the Law of Property Act 1925 but does not include the Public Trustee;

'Trustee' means a trustee of the Charity.

'written' or 'in writing' refers to a legible document on paper or a document sent by electronic means which is capable of being printed out on paper;

'year' means calendar year;

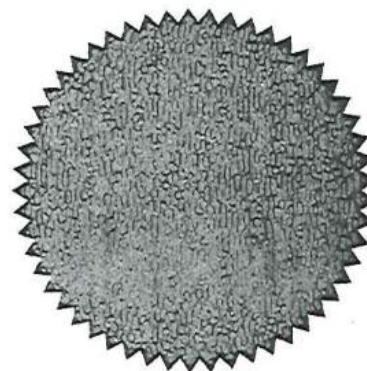
**Proposed Dormant and Small Trusts to be transferred to****Birmingham Municipal Charity**

	(A) Scheme	(B) Directorate	(C) Balance 30.9.10 £
	<b>Trusts for Consolidation</b>		
n/a	John & Mable Brewin	A&C	36,214.57
n/a	Francis Leonard Clarke Bequest	A&C	4,581.88
n/a	Estate of Margaret May Jones	A&C	12.22
n/a	Mackenzie Legacy	A&C	0.00
n/a	Summerhill Homes	A&C	9,366.00
n/a	Maypole Grove Day Centre	A&C	2,614.53
5288861	Airey, Dr	CYP&F	650.71
n/a	Barton, Alice	CYP&F	647.73
528947	Beston, M G	CYP&F	80.07
504174	Boote, M.	CYP&F	153.72
528926	Booth, H	CYP&F	834.51
528932	Boughton, G.B. (Alderman)	CYP&F	1,897.20
528943	Boxfoldia (Winifred Jones)	CYP&F	56.57
528942	Brampton History	CYP&F	6,491.77
529068	Brian Memorial	CYP&F	630.95
n/a	Burke, Harold	CYP&F	47.13
700935	Bordesley Centre	CYP&F	2,259.14
529064	College of Art (Oxley)	CYP&F	3,881.91
n/a	Chopping, R.	CYP&F	11,984.25
529068/3	Clarke, Robert	CYP&F	482.85
n/a	Consolidated Trust Fund	CYP&F	7,937.39
n/a	Cris L. Finney Bequest	CYP&F	0.00
n/a	Fallows, T.S.	CYP&F	72.34
n/a	Former Staff Association	CYP&F	2,029.36
528948	Haines, Tom	CYP&F	611.81
528924	Hallas, Eldred	CYP&F	786.66
n/a	Hastillo, C.	CYP&F	403.87
529068	Henry, Graham	CYP&F	317.19
n/a	Husband, G.	CYP&F	136.95
528862	Innes, Sir Peter	CYP&F	41.38
528980	Kings Heath & Moseley Institute	CYP&F	23,332.99
528931	McCarthy	CYP&F	236.53
528868	Marriott, N.S.	CYP&F	34.92
528951	Martin, Patricia	CYP&F	91.59
504174	Mills, A.H.	CYP&F	219.68
528921	Pupil Teacher Centre	CYP&F	3,680.54
n/a	Queen Elizabeth Silver Jubilee	CYP&F	229.16
528949	Russell, E.L.	CYP&F	127.24
n/a	Reeves, Francis	CYP&F	622.54
n/a	Samuel, H. Travel & Salesman	CYP&F	115.45
n/a	Skilts Endowment	CYP&F	1,609.35
528934	Tagore Essay	CYP&F	219.62
n/a	Terry, A.	CYP&F	1,051.23
528946	Tyler, Winifred	CYP&F	212.93
700662	Waverley Trust	CYP&F	2,460.87
528944	Wheeldon, W. Edwin	CYP&F	213.15
528927	Yardleys School War Memorial	CYP&F	77.86
n/a	Lionel Aldridge Bequest	Corporate	13,513.99
n/a	Horton and Staite Memorial Fund	Corporate	72,945.23
n/a	JHH Ferrer Bequest	Corporate	10,163.24
n/a	Kate and Walter Bick	Corporate	226.42
218615	Jackson Middlemore	Corporate	1,070.02
217299	John Foster Vince Memorial Fund	Corporate	6,518.44
n/a	Alderman Grey Memorial	Corporate	280.30
n/a	Sutton Street Maternity & Child Welfare	Corporate	2,683.83
246002	Swiffen Bequest	Corporate	874.07
213818	Old Public Hall	Housing & Con.	3,313.00
	<b>Trusts for Consolidation</b>		<b>241,348.85</b>

12.2 References to an Act of Parliament are references to the Act as amended or re-enacted from time to time and to any subordinate legislation made under it.

IN WITNESS of the above the Trustee has executed this Deed

SIGNED AS A DEED BY



*[Name of Trustee]*

*[Corporate Seal]*

Birmingham City Council

in the presence of:

A handwritten signature in black ink, appearing to be 'Julia', written over a horizontal line. It is positioned to the right of the 'in the presence of:' text.

*[Name, address and occupation of witness]*

*[Signature of Witness]*

The Lord Mayor of Birmingham

Councillor Anita Ward

Council House,

Victoria Square

Birmingham

B1 1BB

9<sup>th</sup> day of June 2011

## Appendix 2

### Management of the Birmingham Municipal Charity

#### Setting Up

1. With the pending consolidation of dormant and small trusts (registered and unregistered) into the **Birmingham Municipal Charity** (BMC). It is proposed that the new trust fund objective is a general charitable nature.
2. The trusts endowment is likely to be in the region of £240k and could generate annual income in the region of £5k (interest rate used 2.25%). It is proposed that **only** the annual accumulated interest will be made available to award grants. It will be safe to assume that the initial amount of annual funding available will be insufficient to meet demand.
3. If resolution 2.3 is adopted the trust will be called the Birmingham Municipal Charity.
4. Committee approved on 12 November 2015 to increase the threshold for awarding grants per application from £500 to £10,000, subject to funds being available in the Trusts unrestricted balances.
5. It is proposed that when the new fund is established all funds be consolidated and transferred into the permanent endowment element of the fund.
6. Subject to Charity Committee approval, annually transfer £0.050m from the trust's restricted to the unrestricted funds to meet charitable objectives.
7. In the event of annual allocation not being disbursed in the year, the balance shall be netted off against the following year's allocation to be transferred from the Trust's restricted funds.
8. Capital donations (dormant, wound up funds), subject to Charity Commission approval, Committee to have greater flexibility in determining how funds are appropriated into which funds (unrestricted / restricted) on a case by case basis, so that a larger proportion, as determined by Committee, can be used for grant awards from its unrestricted balances. Subject to Charity Commission approval.
9. Any fund raising or donations to be allocated directly to the permanent endowment element of the fund. Unless specifically raised to meet revenue funding.
10. As agreed by Trust and Charities Committee on 12 November 2015, apply all charitable donations below £5,000 to BMC's unrestricted fund to be used to meet the Trusts objectives.
11. Committee Approval to be sought for funds to be transferred between the Trusts permanent endowment and unrestricted funds.

## **Funding Application.**

1. Grant awards for specific projects or from individuals will be considered.
2. In the first instance, applications to be submitted to the trusts secretary.
3. City Council officers will be available to support Trustees in vetting applications before a grants panel agrees a list to go forward to Trust and Charities Committee for approval.

## **Criteria of funding:**

1. Grants to be awarded to recipients or beneficiaries who reside within the boundary of the City Council.
2. Grants awarded to be defrayed in the financial year or within 6 months of approval, unless agreed otherwise.
3. Evidence of tangible "public benefit" to be demonstrated in the application Form.
4. Spend is for the benefit of the citizens of Birmingham.
5. Documentary evidence of spend should be provided.
6. A narrative report to be submitted once the grant provided has been defrayed, confirming the use of funds and public benefit.
7. Funding letter to be forwarded to successful applicants
8. Applicants to sign funding agreement and Condition of Grant Aid prior to funds being released.

## **Management Costs**

Staffing costs to run the Trust are to be met in part (proportion to be decided) from the funds unrestricted element.

## **Review**

1. Report to Trusts and Charities Committee on first year of the fund is to be submitted by 30 September 2012.
2. 18 months after the inception of the fund a review should be undertaken to establish if the Trust is operating effectively and report to the Trusts and Charities Committee by 31 March 2013.

Report to:	TRUSTS AND CHARITIES COMMITTEE	Exempt information paragraph number – if private report.
Report of: Date of Decision:	Director of Finance 20 January 2016	
SUBJECT:	BIRMINGHAM MUNICIPAL CHARITY – AWARD OF GRANT (BRAIN TUMOUR CHARITY)	
Key Decision: No	Relevant Forward Plan Ref:	
If not in the Forward Plan: (please "X" box)	Chief Executive approved <input type="checkbox"/> O&S Chairman approved <input type="checkbox"/>	
Relevant Cabinet Member(s) or Relevant Executive Member for Local Services:	N/A	
Relevant O&S Chairman:	N/A	
Wards affected:	ALL	

<b>1. Purpose of report:</b>
<p>1.1 On the recommendation of the charity's Grants Panel, the Committee's approval is sought to award grant of £500 to Brain Tumour from the unrestricted funds of the Birmingham Municipal Charity ("BMC").</p> <p>1.2 This matter was not included in the Forward Plan because the governance of Charitable Trusts does not give rise to any "key" decisions.</p>

<b>2. Decision(s) recommended:</b>
<p>2.1 To award grants from the "BMC" to the charitable organisation as set out in <u>Appendix 1</u>.</p> <p>2.2 To instruct officers in Legal Services and Corporate Finance to take all necessary steps to facilitate the award of any grants to any successful applicant, and Report back to a future Committee meeting, once the grant application project has been completed.</p>

<b>Lead Contact Officer(s):</b>	Rajesh Parmar , Senior Solicitor Legal & Democratic Services, Mark Szurminski, Senior Business Analyst Economy Directorate.
<b>Telephone No:</b> <b>E-mail address:</b>	0121 675 4673 <a href="mailto:Rajesh.Parmar@birmingham.gov.uk">Rajesh.Parmar@birmingham.gov.uk</a> 0121 675 0482 <a href="mailto:mark.szurminski@birmingham.gov.uk">mark.szurminski@birmingham.gov.uk</a>

<b>3.</b>	<b>Consultation</b>
	Consultation should include those that have an interest in the decisions recommended
3.1	<p><u>Internal</u></p> <p>The Chairman of the Committee was consulted on the preparation of this Report. Additionally, a Grants Panel, consisting of the Chairman Councillor Phil Davis and Councillor John Alden and Mark Szurminski have reviewed the application submitted and assessed whether it met the terms of funding for the “BMC”.</p>
3.2	<p><u>External</u></p> <p>N/A</p>
<b>4.</b>	<b>Compliance Issues:</b>
4.1	<p><u>Are the recommended decisions consistent with the Council's policies, plans and strategies?</u></p> <p>The objects/purposes of the Council's charitable trusts, all have a commonality, namely for the benefit of the citizens of Birmingham. This is consistent with the Council's Policies, Plans and Strategies which are focused on “fair, democratic and prosperous Birmingham.”</p>
4.2	<p><u>Financial Implications</u> (Will decisions be carried out within existing finance and Resources?)</p> <p>Please refer to paragraph 5.6 below (Charity Finances).</p>
4.3	<p><u>Legal Implications</u></p> <p>Management and governance arrangements for Charitable Trusts are set out in the constitution under which they were established. Charity Trustees must also comply with Charities Act 2011, Trustee Act 2000, other relevant legislation and guidance issued by the Charity Commission. The assets of a charity must be used in accordance with charitable law, failing which this will give rise to a breach of trust. Legal sanction can follow from either the beneficiaries of the charitable trust and/or Charity Commission. Decisions made by the charity must be expedient in the interests of the charity at all times.</p>
4.4	<u>Public Sector Equality Duty (see separate guidance note)</u>

None. The statutory functions discharged by the Council as Trustee are subject to a separate and distinct statutory regime underpinned (principally) by the Charities Act 2011, Trustee Act 2000 and relevant Charity Commission guidance. These are non-executive functions and are therefore not subject to the Equalities Act 2010 provisions.

## **5. Relevant background/chronology of key events:**

- 5.1 Trusts and Charities Committee recommended in November 2010 to Full Council, sitting as Corporate Trustee to consolidate a number of small and dormant trusts into the newly established "BMC".
- 5.2 Full Council approved the consolidation of the small and dormant trusts into the "BMC" in January 2011.
- 5.3 Following its creation, officers registered the "BMC" with the Charity Commission ("CC").

### **Aims and Objectives of the Charity**

- 5.4 The Trustees are referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the aim and objectives of the charity and in planning any future activities (S17 Charities Act 2011). The objects and purposes of the Charity are to fund general charitable activity, for the benefit, and on behalf of, the citizens of Birmingham. For a purpose to be charitable it must be one which falls within the definition of S3(1) Charities Act and is for "public benefit" as set out within S4 Charities Act 2011.

### **Trustee Powers**

- 5.5 The charity's constitution is set out within the executed Trust Deed dated the 9<sup>th</sup> June 2012. At paragraph 2.3 of the Deed document the Trustees are permitted to use both the income and capital from the Charity's finances to promote the objects and purposes of the charity. Paragraph 3.10 specifically provides the power to "to make grants and loans of money and give guarantees." Awarding grants in this manner would therefore be within the charity's constitution.

### **Charity Finances**

- 5.6 In the last set of accounts for BMC for the period up to 31 March 2015, the balance of the unrestricted funds carried forward was £11,662. The endowment fund for the same period was £362,392, providing a combined income of £374,054. If the application of £500 is successful it will be met from the charity's unrestricted balances.

## Applications received

- 5.7 The Committee are asked to consider and determine the Application for funding for a sum up to £500.00. Full details of each application are set out within Appendix 1 to this Report.

## 6. Evaluation of alternative option(s):

- 6.1 If the Committee determine not to award any grants, the unrestricted balances remain unaffected and will accrue in the usual way, subject to the comments at paragraph 4.6 above. Although the charity was only constituted in 2012, the Committee is obliged to ensure that the charity is administered for the purposes for which it was established.

## 7. Reasons for Decision(s):

- 7.1 To approve the awarding of the grant to the organisation set out in Appendix 1.

**Signatures**

**Date**

**Chairman of the Trusts & Charities Committee**

.....

**Director of Finance**

.....

## List of Background Documents used to compile this Report:

None

## List of Appendices accompanying this Report (if any):

1. Appendix 1 – Application Form.

# BIRMINGHAM CITY COUNCIL – COUNCIL AS TRUSTEE

## PUBLIC REPORT

<b>Report to:</b>	<b>TRUST AND CHARITIES COMMITTEE</b>	<i>Exempt information paragraph number – if private report:</i>
<b>Report of:</b>	<b>Director of Finance</b>	
<b>Date of Decision:</b>	<b>20 January 2016</b>	
<b>SUBJECT:</b>	<b>REVENUE BUDGET MONITORING 2015/16 - QUARTER 2 (TO 30 SEPTEMBER 2015)</b>	
<b>Key Decision: Yes / No</b>	<b>Relevant Forward Plan Ref: No</b>	
<b>If not in the Forward Plan: (please "X" box)</b>	<b>Chief Executive approved</b>	<input type="checkbox"/>
	<b>O&amp;S Chairman approved</b>	<input type="checkbox"/>
<b>Relevant Cabinet Member(s):</b>	<b>N/A</b>	
<b>Relevant O&amp;S Chairman:</b>	<b>N/A</b>	
<b>Wards affected:</b>	<b>All</b>	

<b>1. Purpose of report:</b>
1.1 This report sets out the income and expenditure position for Trusts and Charities as at Quarter 2, (up to 30 September 2015).

<b>2. Decision(s) recommended:</b>
2.1 Committee note the latest income and expenditure position of Trusts and Charities as at 30 September 2015.

<b>Lead Contact Officer(s):</b>	Mark Szurminski
<b>Telephone No:</b>	0121 675 0482
<b>E-mail address:</b>	Mark_szurminski@birmingham.gov.uk

<b>3.</b>	<b>Consultation</b>
	Consultation should include those that have an interest in the decisions recommended
3.1	<u>Internal</u>  The Chairman of the Committee has been consulted in the preparation of this report.
3.2	<u>External</u>  n/a
<b>4.</b>	<b>Compliance Issues:</b>
4.1	<u>Are the recommended decisions consistent with the Council's policies, plans and strategies?</u>  n/a
4.2	<u>Financial Implications</u> <u>(Will decisions be carried out within existing finance and Resources?)</u> n/a
4.3	<u>Legal Implications</u> That the Director of Finance be authorised to prepare, negotiate, execute, seal and complete all necessary documentation to give effect to the above decisions and to place any formal advertisements required under either s122(a) of the Local Government Act 1972 or various statutes as may relate to the charitable status of the assets held.
4.4	<u>Public Sector Equality Duty (see separate guidance note)</u> None. The statutory functions discharged by the Council as Trustee are subject to a separate and distinct statutory regime underpinned (principally) by the Charities Act 2011, Trustee Act 2000 and relevant Charity Commission guidance. These are non-executive functions and are therefore not subject to the Equalities Act 2010 provisions.

**5. Relevant background/chronology of key events:**

- 5.1 Historically assets including cash have been bequeathed to the City Council in trust. The City Council holds the funds in ring fenced accounts separate to the City Council's resources. Each charitable trust has its own objects / purposes and it is the responsibility of the City Council as sole corporate trustee through the Trusts and Committee to ensure that the objects / purposes of each Charitable trust are achieved and /or complied with in accordance with charity law.
- 5.2 Trust accounts are prepared on an annual basis and are required to be forwarded to the Charity Commission no later than ten months after the end of the trusts financial year.
- 5.3 This is the second report in the quarterly series for 2015/16. The information provided in Appendix 2 identifies income and expenditure for the period ending 30th September 2014.

**6. Evaluation of alternative option(s):**

- 6.1 Alternative options are not appropriate for this report.

**7. Reasons for Decision(s):**

- 7.1 To ensure the Committee is aware of the current financial position for Trusts and Charities.

**Signatures****Date**

Director of Finance .....

Chairman .....

**List of Background Documents used to compile this Report:**

1. Information provided by Directorates'.

**List of Appendices accompanying this Report :**

1. Detailed Budget Changes and Forecasts  
2. Quarter 2 Position 2015-16 Trust Funds.

**1. Income & Expenditure Report Quarter 2, 2015/16**

- 1.1. No budgets are held on the Trusts' income and expenditure accounts. The financial information provided relates to balances brought forward from previous years and in year movements in expenditure and income.

**2. In year Revenue Budget Monitoring and Forecast Outturn 2014/15**

- 2.1. The closing balance as at 30 June 2015 was confirmed as £27.761m. At the end of Quarter 2 (up to 30 September 2015), expenditure totalled £0.226m, income £0.121m and losses on investments was £0.226m which identifies a closing balance of £27.430m.
- 2.2. An analysis of income and expenditure for each Trust Fund is shown at Appendix 2.

2015/16 Trust Funds Balances - Quarter 2

Scheme	Directorate	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)	(M)
		Opening Balance 1.7.15	Income Quarter 2	Expend Quarter 2	Investments Gains (+) Losses (-)	Closing Balance 30.9.15	Unrestricted Funds Analysis				Restricted Funds Analysis			
							Cash	Investments	Land & Buildings	Total	Cash	Investments	Land & Buildings	Total
							£	£	£	£	£	£	£	£
<b><u>Sole Corporate Trustee</u></b>														
Harriet Louisa Loxton Trust	People	1,715,319	7,556	11,390	(27,575)	1,683,910	180,965	29,595	0	210,560	0	1,473,350	0	1,473,350
Cropwood	People	14,735,764	2,509	0	(16,011)	14,722,262	62,274	0	0	62,274	0	209,988	14,450,000	14,659,988
LA Jones	Place	71,851	937	317	75	72,546	0	72,546	0	72,546	0	0	0	0
Charles Baker Trust	Place	250,477	2,338	493	289	252,611	0	188,464	0	188,464	0	8,147	56,000	64,147
Elford	Place	3,234,782	11,849	9,591	(64,141)	3,172,899		29,060		29,060		793,838	2,350,000	3,143,838
Highbury Trust	Economy	1,957,950	35,390	35,390	0	1,957,950	0	0	0	0	0	152,950	1,805,000	1,957,950
Birmingham Municipal Charity	Economy	373,554	3,913	500	(25,676)	351,291	0	14,574	0	14,574	0	336,717	0	336,717
Centre for the Child	Economy	41,042	81	0	0	41,123	4,948	36,175	0	41,123	0	0	0	0
Sub-Total Sole Corporate Trustee		22,380,739	64,573	57,681	(133,039)	22,254,592	248,187	370,414	0	618,601	0	2,974,990	18,661,000	21,635,990
<b><u>Custodian Trustee</u></b>														
Clara Martineau	People	3,778,003	79	109,957	(45,808)	3,622,317	251,120	0	0	251,120	0	3,371,197	0	3,371,197
Bodenham	People	616,489	10,136	2,875	(43,787)	579,963	21,263	73,240	0	94,503	0	485,460	0	485,460
CB & AB Holinsworth Fund of Help	People	193,233	3,752	0	0	196,985	25,956	0	0	25,956	0	171,029	0	171,029
Jane Kate Gilbert	People	41,422	481	0	(4,420)	37,483	3,424	0	0	3,424	0	34,059	0	34,059
Alderson	Place	344,589	31,114	31,307	193	344,589	0	93,595	243,184	336,779	0	0	7,810	7,810
Moseley Road Friends Institute	Place	239,587	8,306	17,592	0	230,301	0	0	0	0	(11,499)	0	241,800	230,301
Lord Mayor of Birmingham's Charity	Economy	127,529	2,444	4,971	0	125,002	91,301	0	0	91,301	0	33,701	0	33,701
Sir Whitworth Wallis	Economy	37,663	384	1,200	0	36,847	1,286	0	0	1,286	0	35,561	0	35,561
John Billingsley the Elder	Economy	2,106	5	0		2,111	0	2,111	0	2,111	0	0	0	0
Sub-Total Custodian Trustee		5,380,621	56,701	167,902	(93,822)	5,175,598	394,350	168,946	243,184	806,480	(11,499)	4,131,007	249,610	4,369,118
Total		27,761,360	121,274	225,583	(226,861)	27,430,190	642,537	539,360	243,184	1,425,081	(11,499)	7,105,997	18,910,610	26,005,108



<b>Report to:</b>	<b>TRUSTS AND CHARITIES COMMITTEE</b>
<b>Report of:</b>	<b>Director of Finance</b>
<b>Date of Decision:</b>	<b>20 January 2016</b>
<b>SUBJECT:</b>	<b>ANNUAL REPORT &amp; ACCOUNTS – 2012/13, 2013/14 AND 2014/15 ALDERSON TRUST</b>
<b>Wards affected:</b>	<b>All</b>

<b>1. Purpose of report:</b>
1.1 To present for information the Annual Report and Accounts for the Alderson Disabled Ex-Servicemen's Homes Trust for the financial year ending 31 March 2013, 31 March 14 and 31 March 2015.

<b>2. Decision(s) recommended:</b>
2.1 That Committee is receiving this report <u>for information</u> as Custodian Trustee and is asked to note the attached Annual Report and Accounts.

<b>Contact Officer:</b>	Mark Szurminski
<b>Telephone No:</b>	0121 675 0482
<b>E-mail address:</b>	Mark_szurminski@birmingham.gov.uk

<b>3. Compliance Issues:</b>
Consultation should include those that have an interest in the decisions recommended
3.1 <u>Internal</u>
The Chairman of the Committee has been consulted in the preparation of this report.
3.2 <u>External</u>
N/A

<b>4. Compliance Issues:</b>
4.1 <u>Are the recommended decisions consistent with the Council's policies, plans and strategies?</u>
N/A
4.2 <u>Financial Implications</u> <u>(Will decisions be carried out within existing finance and Resources?)</u>
N/A

#### 4.3 Legal Implications

Management and governance arrangements for Charitable Trusts are set out in the constitution under which they were established. Charity Trustees must also comply with Charities Act 2011, Trustee Act 2000, other relevant legislation and guidance issued by the Charity Commission. The assets of a charity must be used in accordance with charitable law, failing which this will give rise to a breach of trust. Legal sanction can follow from either the beneficiaries of the charitable trust and/or Charity Commission. Decisions made by the charity must be expedient in the interests of the charity at all times. The Committee has empowered officers within the Council to discharge certain functions on its behalf as Council as Trustee.

#### 4.4 Public Sector Equality Duty (see separate guidance note)

None. The statutory functions discharged by the Council as Trustee are subject to a separate and distinct statutory regime underpinned (principally) by the Charities Act 2011, Trustee Act 2000 and relevant Charity Commission guidance. These are non-executive functions and are therefore not subject to the Equalities Act 2010 provisions.

### **5 Relevant background/chronology of key events:**

- 5.1 The Trust was established by deed dated 16th May 1933 by Alderman Bernard Alderson.
- 5.2 The objects of the Fund are to let 28 dwelling houses in the first instance to disabled ex-service men who have resided in the City of Birmingham for not less than two years consecutively, immediately preceding their tenancy. The Trustees may let to poor persons, giving preference to old pensioners, in the case of an insufficiency of ex-service men.
- 5.3 It is a requirement for all trusts that are registered with the Charity Commission to compile and submit annual audited accounts to the Commission ten months after the end of the financial year.
- 5.4 Each charitable Trust registered with the Charity Commission is required to annually submit an annual Report and Accounts, except where gross annual income is less than £25,000, no later than ten months after the end of each financial year. Below this threshold, external scrutiny is only needed if this is set out in the Charity's governing document. The accounts of such Trusts are required to have been independently examined if gross annual income is between £25,000 and £500,000, and if the income exceeds £500,000 a full audit is required. An audit will also be required if total gross assets exceed £3.26m, and the charity's gross income is more than £250,000.
- 5.5 The Charity Commission's threshold for requiring trust fund accounts to be independently examined and forwarded to the Charity Commission is £25,000.
- The trusts gross annual income for the years 2012/13 (£98,810), 2013/14 (£106,795) and 2014/15 (£112,643) was £112,643 and therefore an independent examination was undertaken by the trusts appointed auditors for each of the respective years.

### **6.Reasons for Decision(s):**

- 6.1 This Report is for information only.

**Signatures****Date**

Director of Finance: .....

Chairman .....

**List of Appendices accompanying this Report (if any):**

1. 2012/13 Accounts
2. 2013/14 Accounts
3. 2014/15 Accounts



Alderson Disabled Ex-Servicemen's Homes Trust

Registered Charity Number  
216803

Report and Accounts

For the Year Ended 31 March 2013



Alderson Disabled Ex-Servicemen's Homes Trust

Legal And Administrative Details

Year Ended 31 March 2013

The Trust is a registered charity - number 216803

The Trustees are:

The Lord Mayor of Birmingham J Lines  
Councillor M Sharpe  
Hon Aid J Whonwood

The address for correspondence is:

Dave Boardman  
Legal and Democratic Services  
Room B25  
Council House  
Birmingham  
B1 1BB

The Trust's bankers are:

Co-operative Bank plc  
PO Box 82  
118/120 Colmore Row  
Birmingham  
B3 3AB

The Trust's independent examiner is:

Mr S. Atkins BSc FCA  
Partner in Clement Keys LLP  
No 8 Calthorpe Road  
Edgbaston  
Birmingham  
B15 1QT

## Alderson Disabled Ex-Servicemen's Homes Trust

### Report of the Trustees for the Year Ended 31 March 2013

The Trustees present their report along with the financial statements of the charity for the year ended 31 March 2013. The financial statements have been prepared in accordance with the accounting policies set out in the notes below and comply with the Charity's trust deed and applicable law.

#### Structure, Governance and Management

The Fund was established by a Trust Deed dated 16 May 1933 by Alderman Bernard Alderson, and is an unincorporated charity.

There are five Trustees responsible for the management of the estate and property, namely:

The Lord Mayor of the City of Birmingham, who shall be Chairman of the Trustees, and four Representative Trustees appointed by the City Council. Representative Trustees hold office for four years and may be re-appointed. There is currently two vacancies for a Representative Trustees.

#### Objectives and Activities

The Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the aims and objectives of the charity and in planning any future activities.

A lease between the Lord Mayor, Aldermen and Birmingham City Council granted the Trustees a piece of land fronting Kingsbury Road and Holly Lane, Erdington, for a period of 99 years, on which the Trustees have built 16 homes.

In April 2010 the Council agreed to dispose of land in Frankley Road, Northfield on a long lease to the Trust at nil cost and that the Council would build 12 properties and sell these to the Trust at the build cost of £1,232,977.

The objects of the Fund are to let the 28 dwelling houses in the first instance to disabled ex-service men who have resided in the City of Birmingham for not less than two years consecutively, immediately preceding their tenancy. The Trustees may let to poor persons, giving preference to old age pensioners, in the case of an insufficiency of ex-service men.

#### Financial Review and Policies

The endowment fund represents the value of the houses at cost.

The unrestricted funds may be invested in any type of investment and are reviewed regularly. Surplus unrestricted funds are built up to meet cyclical property repairs and to ensure sufficient funds are available to cover the annual maintenance of the properties and the administration costs of the Charity.

The freehold interest in the properties is held by Birmingham City Council.

In May 2004 a tenant of one of the properties applied to the City Council to buy the house under Right to Buy legislation. The City Council failed to recognise the interest the Trust had in the property and accordingly sold the house to the tenant.

In recompense the City Council has provided an equivalent dwelling, 25 Halford Grove, Erdington. This property has been leased to the Trust until 24 December 2031, the date when the lease of the other dwellings terminates.

Alderson Disabled Ex-Servicemen's Homes Trust

Report of the Trustees for the Year Ended 31 March 2013 - continued

Risk Management

The Trustees keep under review the major strategic and operational risks which the Charity faces and are satisfied that systems have been established in order to minimise the possible effects of such risks on the Charity.

Following the sale, in error, of one of the Trust's properties, as described above, the Trustees have ensured that additional safeguards have been put in place by the City Council to ensure that such a situation can not recur.

Trustees' Responsibilities in Relation to the Financial Statements.

The Trustees are responsible for preparing the Trustees' report and the 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 Trustees to prepare financial statements for each financial 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 these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures 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 operation.

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees and signed on their behalf by:

Trustee

Date

---

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
ALDERSON DISABLED EX-SERVICEMEN'S HOME TRUST**

---

I report on the accounts of the Charity for the year ended 31 March 2013.

**Respective responsibilities of trustees and 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(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to;

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

**Basis of independent examiner's report**

My examination was carried out in accordance with the general directions given by the Charity Commission. 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 connection with my examination, no matter has come to my attention:

- (i) 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 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act
- have not been met; or
- (ii) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

CLEMENT KEYS LLP  
Chartered Accountants  
No 8 Calthorpe Road  
Edgbaston  
Birmingham  
B15 1QT

  
Mr S Atkins BSc (Hons) FCA  
Partner in Clement Keys LLP

23/7/14

## Alderson Disabled Ex-Servicemen's Homes Trust

## Statement of Financial Activities For The Year Ended 31 March 2013

Notes	Unrestricted Funds	Endowment Funds	Total 31-Mar-12	Total 31-Mar-11
Incomeing Resources				
Rent Receivable	97,994	-	97,994	49,494
Bank and Investment Interest	816	-	816	1,109
Total Incomeing Resources	98,810	-	98,810	50,603
Resources Expended				
Charitable Activities	47,735	-	47,735	-
Interest to BCC	-	-	-	-
Repairs & Insurance	19,758	-	19,758	7,836
Administration Fees	12,104	-	12,104	5,137
Governance Costs	79,597	-	79,597	12,973
Independent Examination Fees	774	-	774	762
Total Resources Expended	80,371	-	80,371	13,735
Net Incoming Resources	18,439	-	18,439	36,868
Reconciliation of Funds				
Balance of Fund Brought Forward at 1 April 2012	291,800	7,810	299,610	262,742
Balance of Fund Carried Forward at 31 March 2013	310,239	7,810	318,049	299,610

## Balance Sheet as at 31 March 2013

Unrestricted Funds	Endowment Funds	Total 2013	Total 2012
Fixed Assets			
Properties	1,232,977	7,810	1,240,787
	1,232,977	7,810	1,240,787
Current Assets			
Debtors	97,994	-	97,994
Deposits with Birmingham City Council	92,740	-	92,740
Cash at Bank	-	-	-
	190,734	-	190,734
Creditors: amounts falling due within one year	112,266	-	112,266
Net Current Assets	78,468	-	78,468
Creditors: amounts falling due within one year	1,001,206	-	1,001,206
Total Net Assets	310,239	7,810	318,049
Represented by:			
Funds	310,239	7,810	318,049
	310,239	7,810	318,049
			299,610

Trustee

Date

**Alderson Disabled Ex-Servicemen's Homes Trust**

**Notes forming part of the Financial Statements  
for the Year Ended 31 March 2013**

**Note 1 Principal Accounting Policies**

**a) Accounting Convention**

The financial statements are prepared under the historical cost convention in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008) and within the provisions of the Charities Act 2011.

In preparing the financial statements the charity follows best practice as laid down in the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP 2005)

The Trustees have made use of the concession available for smaller charities within the SORP and have chosen to use resource classifications appropriate to the charity's circumstances and activities.

**b) Incoming Resources**

Rental income is accounted for on an accruals basis. Interest is accounted for on an accruals basis.

**c) Resources Expended**

Expenditure is accounted for on an accruals basis.

Governance Costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. Expenditure includes any VAT which cannot be recovered, which is reported as part of the expenditure to which it relates.

**d) Tangible Fixed Assets**

The leasehold properties are included in the accounts at cost.

The Trustees have not obtained an up to date valuation of the properties and hence the difference between the historical cost and the current market value is not known.

In addition, the Trustees are of the opinion that the current market value of the properties would be in excess of the historical cost and hence no depreciation has been charged on the properties.

**e) Fund Accounting**

Details and the nature of each fund are set below.

Unrestricted Funds comprise those funds which the Trustees are free to use in accordance with the charitable objects.

Endowment Funds represent those assets which must be held permanently by the charity.

	Total 2013 £	Total 2012 £
<b>Note 2 Bank and Investment Interest</b>		
Birmingham City Council	816	1,109
	<u>816</u>	<u>1,109</u>

	Unrestricted Funds	Endowment Funds	Total
<b>Note 3 Fixed Assets</b>			
Cost at 1 April 2012	-	7,810	7,810
Additions	1,232,977	-	1,232,977
<b>As at 31 March 2013</b>	<u>1,232,977</u>	<u>7,810</u>	<u>1,240,787</u>

**Note 4 Debtors**

Birmingham City Council Housing Department	97,994	49,494
	<u>97,994</u>	<u>49,494</u>

Alderson Disabled Ex-Servicemen's Homes Trust

Notes forming part of the Financial Statements  
for the Year Ended 31 March 2013 - continued

Total	2013	2012
Total	£	£
92,740	256,288	92,740
92,740	256,288	92,740
256,288		256,288

Deposits on 7-day notice

Note 5 Deposits with Birmingham City Council

Note 6 Cash at Bank

Co-op Bank

35	-	35
35	-	35

Note 7 Creditors - amounts falling due within one year

Birmingham City Council

Clement Keys - independent examination fees  
BCC - VAT on 2010/11 independent examination

13,132	111,492	774	14,017
762			
123			
112,266			14,017

Note 8 Creditors - amounts falling due after one year

In April 2010 the Council agreed to dispose of land in Frankley Road, Northfield on a long lease to the Trust at £nil cost and that the Council would build 12 properties and sell these to the Trust at the build cost of £1,232,977. The 12 properties at Poppy Drive were financed from the Trust's reserves of £200,000 and by a loan from the City Council of £1,032,977. This loan is effectively a repayment mortgage to be repaid from the surplus rent collected on behalf of the Trust by the Council on all of the Trust's 28 properties. It is anticipated that this debt will be fully repaid in approximately 27 years.

Birmingham City Council

1,001,206	-
1,001,206	-

Note 9 Trustee Remuneration and Expenses

No remuneration or expenses was paid to any Trustee from Charly funds during the year. (2012 £nil).

Alderson Disabled Ex-Servicemen's Homes Trust

Registered Charity Number  
216803

Report and Accounts

For the Year Ended 31 March 2014

Alderson Disabled Ex-Servicemen's Homes Trust

Legal And Administrative Details  
Year Ended 31 March 2014

The Trust is a registered charity - number 216603

The Trustees are:

The Lord Mayor of Birmingham  
Councillor M Sharpe  
Councillor J Lines  
Hon Ald J Whorwood  
Councillor Anita Ward

The address for correspondence is:

Dave Boardman  
Legal and Democratic Services  
Room B25  
Council House  
Birmingham  
B1 1BB

The Trust's bankers are:

Co-operative Bank plc  
PO Box 82  
118/120 Colmore Row  
Birmingham  
B3 3AB

The Trust's independent examiner is:

Mr S. Atkins Bsc FCA  
Partner in Clement Keys  
No 8 Calthorpe Road  
Edgbaston  
Birmingham  
B15 1QT

## **Alderson Disabled Ex-Servicemen's Homes Trust**

### **Report of the Trustees for the Year Ended 31 March 2014**

The Trustees present their report along with the financial statements of the charity for the year ended 31 March 2014. The financial statements have been prepared in accordance with the accounting policies set out in the notes below and comply with the Charity's trust deed and applicable law.

#### **Structure, Governance and Management**

The Fund was established by a Trust Deed dated 16 May 1933 by Alderman Bernard Alderson, and is an unincorporated charity.

There are five Trustees responsible for the management of the estate and property, namely:

The Lord Mayor of the City of Birmingham, who shall be Chairman of the Trustees, and four Representative Trustees appointed by the City Council. Representative Trustees hold office for four years and may be re-appointed. There is currently two vacancies for a Representative Trustees.

#### **Objectives and Activities**

The Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the aims and objectives of the charity and in planning any future activities.

A lease between the Lord Mayor, Aldermen and Birmingham City Council granted the Trustees a piece of land fronting Kingsbury Road and Holly Lane, Erdington, for a period of 99 years, on which the Trustees have built 16 homes.

In April 2010 the Council agreed to dispose of land in Frankley Road, Northfield on a long lease to the Trust at nil cost and that the Council would build 12 properties and sell these to the Trust at the build cost of £1,232,977.

The objects of the Fund are to let the 28 dwelling houses in the first instance to disabled ex-service men who have resided in the City of Birmingham for not less than two years consecutively, immediately preceding their tenancy. The Trustees may let to poor persons, giving preference to old age pensioners, in the case of an insufficiency of ex-service men.

#### **Financial Review and Policies**

The endowment fund represents the value of the houses at cost.

The unrestricted funds may be invested in any type of investment and are reviewed regularly. Surplus unrestricted funds are built up to meet cyclical property repairs and to ensure sufficient funds are available to cover the annual maintenance of the properties and the administration costs of the Charity.

The freehold interest in the properties is held by Birmingham City Council.

In May 2004 a tenant of one of the properties applied to the City Council to buy the house under Right to Buy legislation. The City Council failed to recognise the interest the Trust had in the property and accordingly sold the house to the tenant.

In recompense the City Council has provided an equivalent dwelling, 25 Halford Grove, Erdington. This property has been leased to the Trust until 24 December 2031, the date when the lease of the other dwellings terminates.

Alderson Disabled Ex-Servicemen's Homes Trust

Report of the Trustees for the Year Ended 31 March 2014 - continued

Risk Management

The Trustees keep under review the major strategic and operational risks which the Charity faces and are satisfied that systems have been established in order to minimise the possible effects of such risks on the Charity.

Following the sale, in error, of one of the Trust's properties, as described above, the Trustees have ensured that additional safeguards have been put in place by the City Council to ensure that such a situation can not recur.

Trustees' Responsibilities in Relation to the Financial Statements.

The Trustees are responsible for preparing the Trustees' report and the 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 Trustees to prepare financial statements for each financial 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 these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures 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 operation.

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees and signed on their behalf by:

Trustee

Date

---

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
ALDERSON DISABLED EX-SERVICEMEN'S HOME TRUST**

---

I report on the accounts of the Charity for the year ended 31 March 2014.

**Respective responsibilities of trustees and 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(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to;

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

**Basis of independent examiner's report**

My examination was carried out in accordance with the general directions given by the Charity Commission. 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 connection with my examination, no matter has come to my attention:

- (i) 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 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act
- have not been met; or
- (ii) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

CLEMENT KEYS LLP  
Chartered Accountants  
No 8 Calthorpe Road  
Edgbaston  
Birmingham  
B15 1QT



Mr S Atkins BSc (Hons) FCA  
Partner in Clement Keys LLP

2 February 2015

## Alderson Disabled Ex-Servicemen's Homes Trust

## Statement of Financial Activities For The Year Ended 31 March 2014

Notes	Unrestricted Funds	Endowment Funds	Total
Incoming Resources			
Rent Receivable	106,354	-	97,994
Bank and Investment Interest	441	-	816
Total Incoming Resources	106,795	-	98,810
Resources Expended			
Charitable Activities	51,547	-	47,735
Interest to BCC	27,733	-	19,758
Repairs & Insurance	13,576	-	12,104
Administration Fees	92,856	-	79,597
Governance Costs	1,000	-	774
Independent Examination Fees	93,856	-	80,371
Total Resources Expended	12,939	-	18,439
Reconciliation of Funds			
Balance of Fund Brought Forward at 1 April 2013	310,239	7,810	299,610
Balance of Fund Carried Forward at 31 March 2014	323,178	7,810	318,049

## Balance Sheet as at 31 March 2014

	Unrestricted Funds	Endowment Funds	Total
Fixed Assets			
Properties	1,232,977	7,810	1,240,787
Current Assets			
Debtors	106,574	-	97,994
Deposits with Birmingham City Council	92,960	-	92,740
Creditors: amounts falling due within one year	121,624	-	112,266
Net Current Assets	77,910	-	78,468
Creditors: amounts falling due after one year	987,709	987,709	1,001,206
Total Net Assets	323,178	7,810	318,049
Represented by:			
Funds	323,178	7,810	318,049

Trustee

Date

**Alderson Disabled Ex-Servicemen's Homes Trust**

**Notes forming part of the Financial Statements  
for the Year Ended 31 March 2014**

**Note 1 Principal Accounting Policies**

**a) Accounting Convention**

The financial statements are prepared under the historical cost convention in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008) and within the provisions of the Charities Act 2011.

In preparing the financial statements the charity follows best practice as laid down in the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP 2005)

The Trustees have made use of the concession available for smaller charities within the SORP and have chosen to use resource classifications appropriate to the charity's circumstances and activities.

**b) Incoming Resources**

Rental income is accounted for on an accruals basis. Interest is accounted for on an accruals basis.

**c) Resources Expended**

Expenditure is accounted for on an accruals basis.

Governance Costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. Expenditure includes any VAT which cannot be recovered, which is reported as part of the expenditure to which it relates.

**d) Tangible Fixed Assets**

The leasehold properties are included in the accounts at cost.

The Trustees have not obtained an up to date valuation of the properties and hence the difference between the historical cost and the current market value is not known.

In addition, the Trustees are of the opinion that the current market value of the properties would be in excess of the historical cost and hence no depreciation has been charged on the properties.

**e) Fund Accounting**

Details and the nature of each fund are set below.

**Unrestricted Funds** comprise those funds which the Trustees are free to use in accordance with the charitable objects.

**Endowment Funds** represent those assets which must be held permanently by the charity.

	Total 2014 £	Total 2013 £
<b>Note 2 Bank and Investment Interest</b>		
Birmingham City Council	441	816
	<u>441</u>	<u>816</u>

	Unrestricted Funds	Endowment Funds	Total
<b>Note 3 Fixed Assets</b>			
Cost at 1 April 2013 and 31 March 2014	1,232,977	7,810	1,240,787

**Note 4 Debtors**

Birmingham City Council	106,574	97,994
	<u>106,574</u>	<u>97,994</u>

Alderson Disabled Ex-Servicemen's Homes Trust

Notes forming part of the Financial Statements  
for the Year Ended 31 March 2014 - continued

Total	2014	2013
£	£	£
92,960	92,960	92,740
92,960	92,960	92,740

Note 5 Deposits with Birmingham City Council

Deposits on 7-day notice

Note 6 Creditors - amounts falling due within one year

111,492	119,850	1,774
774		
		121,624
		112,266

Birmingham City Council  
Clement Keys - Independent examination fees

Note 7 Creditors - amounts falling due after one year

In April 2010 the Council agreed to dispose of land in Frankley Road, Northfield on a long lease to the Trust at £11,232,977. The 12 properties at Poppy Drive were financed from the Trust's reserves of £200,000 and by a loan from the City Council of £1,032,977. This loan is effectively a repayment mortgage to be repaid from the surplus rent collected on behalf of the Trust by the Council on all of the Trust's 28 properties. It is anticipated that this debt will be fully repaid in approximately 27 years.

Birmingham City Council

1,001,206	987,709
1,001,206	987,709

Note 8 Trustee Remuneration and Expenses

No remuneration or expenses was paid to any Trustee from Charity funds during the year. (2013 £nil).

Alderson Disabled Ex-Servicemen's Homes Trust

Legal And Administrative Details  
Year Ended 31 March 2014

The Trust is a registered charity - number 216803

The Trustees are:

The Lord Mayor of Birmingham  
Councillor M Sharpe  
Councillor J Lines  
Hon Ald J Whorwood  
Councillor Anita Ward

The address for correspondence is:

Dave Boardman  
Legal and Democratic Services  
Room B25  
Council House  
Birmingham  
B1 1BB

The Trust's bankers are:

Co-operative Bank plc  
PO Box 82  
118/120 Colmore Row  
Birmingham  
B3 3AB

The Trust's Independent examiner is:

Mr S. Atkins Bsc FCA  
Partner in Clement Keys  
No 8 Calthorpe Road  
Edgbaston  
Birmingham  
B15 1QT



Alderson Disabled Ex-Servicemen's Homes Trust

Registered Charity Number  
216803

Report and Accounts  
For the Year Ended 31 March 2015

Alderson Disabled Ex-Servicemen's Homes Trust

Legal And Administrative Details  
Year Ended 31 March 2015

The Trust is a registered charity - number 216503

The Trustees are:

The Lord Mayor of Birmingham  
Councillor M Sharpe  
Councillor J Lines  
Hon Ald J Whorwood  
Councillor Anita Ward

The address for correspondence is:

Dave Boardman  
Legal and Democratic Services  
Room B25  
Council House  
Birmingham  
B1 1BB

The Trust's bankers are:

Co-operative Bank plc  
PO Box 82  
118/120 Colmore Row  
Birmingham  
B3 3AB

The Trust's independent examiner is:

Mr S. Atkins Bsc FCA  
Partner in Clement Keys LLP  
No 8 Calthorpe Road  
Edgbaston  
Birmingham  
B15 1QT

## Alderson Disabled Ex-Servicemen's Homes Trust

### Report of the Trustees for the Year Ended 31 March 2015

The Trustees present their report along with the financial statements of the charity for the year ended 31 March 2015. The financial statements have been prepared in accordance with the accounting policies set out in the notes below and comply with the Charity's trust deed and applicable law.

#### Structure, Governance and Management

The Fund was established by a Trust Deed dated 16 May 1933 by Alderman Bernard Alderson, and is an unincorporated charity.

There are five Trustees responsible for the management of the estate and property, namely:

The Lord Mayor of the City of Birmingham, who shall be Chairman of the Trustees, and four Representative Trustees appointed by the City Council. Representative Trustees hold office for four years and may be re-appointed. There is currently one vacancy for a Representative Trustee.

#### Objectives and Activities

The Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the aim and objectives of the charity and in planning any future activities.

A lease between the Lord Mayor, Aldermen and Birmingham City Council granted the Trustees a piece of land fronting Kingsbury Road and Holly Lane, Erdington, for a period of 99 years, on which the Trustees have built 16 homes.

The objects of the Fund are to let the 28 dwelling houses in the first instance to disabled ex-service men who have resided in the City of Birmingham for not less than two years consecutively, immediately preceding their tenancy. The Trustees may let to poor persons, giving preference to old age pensioners, in the case of an insufficiency of ex-service men.

#### Financial Review and Policies

The endowment fund represents the value of the houses at cost.

The unrestricted funds may be invested in any type of investment and are reviewed regularly. Surplus unrestricted funds are built up to meet cyclical property repairs and to ensure sufficient funds are available to cover the annual maintenance of the properties and the administration costs of the Charity.

The freehold interest in the properties is held by Birmingham City Council.

In May 2004 a tenant of one of the properties applied to the City Council to buy the house under Right to Buy legislation. The City Council failed to recognise the interest the Trust had in the property and accordingly sold the house to the tenant.

In recompense the City Council has provided an equivalent dwelling, 25 Halford Grove, Erdington. This property has been leased to the Trust until 24 December 2031, the date when the lease of the other dwellings terminates.

Alderson Disabled Ex-Servicemen's Homes Trust

Report of the Trustees for the Year Ended 31 March 2015 - continued

## Risk Management

The Trustees keep under review the major strategic and operational risks which the Charity faces and are satisfied that systems have been established in order to minimise the possible effects of such risks on the Charity.

Following the sale, in error, of one of the Trust's properties, as described above, the Trustees have ensured that additional safeguards have been put in place by the City Council to ensure that such a situation can not recur.

## Trustees' Responsibilities in Relation to the Financial Statements.

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

Law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial 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 these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures 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 operation.

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust Deed. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees and signed on their behalf by:

Trustee

Date

---

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
ALDERSON DISABLED EX-SERVICEMEN'S HOME TRUST**

---

I report on the accounts of the Charity for the year ended 31 March 2015.

**Respective responsibilities of trustees and 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(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to;

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

**Basis of independent examiner's report**

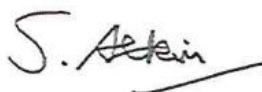
My examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or 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 connection with my examination, no matter has come to my attention:

- (i) 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 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act
- have not been met; or
- (ii) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

CLEMENT KEYS LLP  
Chartered Accountants  
No 8 Calthorpe Road  
Edgbaston  
Birmingham  
B15 1QT

  
Mr S Atkins BSc (Hons) FCA  
Partner in Clement Keys LLP  
22/10/15



**Alderson Disabled Ex-Servicemen's Homes Trust**

**Notes forming part of the Financial Statements  
for the Year Ended 31 March 2015**

**Note 1 Principal Accounting Policies**

**a) Accounting Convention**

The financial statements are prepared under the historical cost convention in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008) and within the provisions of the Charities Act 2011.

In preparing the financial statements the charity follows best practice as laid down in the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP 2005).

The Trustees have made use of the concession available for smaller charities within the SORP and have chosen to use resource classifications appropriate to the charity's circumstances and activities.

**b) Incoming Resources**

Rental income is accounted for on an accruals basis. Interest is accounted for on an accruals basis.

**c) Resources Expended**

Expenditure is accounted for on an accruals basis.

Governance Costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. Expenditure includes any VAT which cannot be recovered, which is reported as part of the expenditure to which it relates.

**d) Tangible Fixed Assets**

During the prior year, Birmingham City Council built 12 new properties built which have been leased to the trust for a period exceeding 99 years. The value of the new properties was £1,232,977. The trust made an initial repayment of £200,000 and the balance will be repaid out of the rental income from all of its 28 properties. It is expected that this loan will be repaid in 24 years, by 2039/40.

The leasehold properties are included in the accounts at cost on the basis that the residual value of the properties will be maintained.

The Trustees have not obtained an up to date valuation of the historic properties and hence the difference between the historical cost and the current market value is not known.

In addition, the Trustees are of the opinion that the current market value of the properties would be in excess of the historical cost and hence no depreciation has been charged on the properties.

**e) Fund Accounting**

Details and the nature of each fund are set below.

Unrestricted Funds comprise those funds which the Trustees are free to use in accordance with the charitable objectives.

Endowment Funds represent those assets which must be held permanently by the charity.

	Total 2015	Total 2014
	£	£
<b>Note 2 Bank and Investment Interest</b>		
Birmingham City Council	415	441
	<u>415</u>	<u>441</u>

	Unrestricted Funds	Endowment Funds	Total	Total
<b>Note 3 Fixed Assets</b>				
Cost at 1 April 2014	1,232,977	7,810	1,240,787	1,240,787
Additions	-	-	-	-
As at 31 March 2015	<u>1,232,977</u>	<u>7,810</u>	<u>1,240,787</u>	<u>1,240,787</u>

**Note 4 Debtors**

Birmingham City Council Local Services Directorate	112,421	106,574
	<u>112,421</u>	<u>106,574</u>

Alderson Disabled Ex-Servicemen's Homes Trust

Notes forming part of the Financial Statements  
for the Year Ended 31 March 2015 - continued

Note 5 Deposits with Birmingham City Council

Deposits on 7 day notice

93,403	93,403
92,960	92,960

Note 6 Cash at Bank

Total	2015
Total	2014

Co-op Bank

-	-
-	-

Note 7 Creditors - amounts falling due within one year

Birmingham City Council

Clement Keys - independent examination fees

119,850	125,725
1,774	2,554
121,624	128,279

Note 8 Creditors - amounts falling due after one year

In April 2010 the Council agreed to dispose of land in Frankley Road, Northfield on a long lease to the Trust at £nil cost and that the Council would build 12 properties and sell these to the Trust at the build cost of £1,232,977.  
The 12 properties at Poppy Drive were financed from the Trust's reserves of £200,000 and by a loan from the City Council of £1,032,977. This loan is effectively a repayment mortgage to be repaid from the surplus rent collected on behalf of the Trust by the Council on all of the Trust's 28 properties. It is anticipated that this debt will be fully repaid in approximately 26 years.

Birmingham City Council

973,743	973,743
987,709	987,709

Note 9 Trustee Remuneration and Expenses

No remuneration or expenses was paid to any Trustee from Charity funds during the year. (2014 nil).

<b>Report to:</b>	<b>TRUSTS AND CHARITIES COMMITTEE</b>
<b>Report of:</b>	<b>Director of Finance</b>
<b>Date of Decision:</b>	<b>20 January 2016</b>
<b>SUBJECT:</b>	<b>ANNUAL REPORT &amp; ACCOUNTS – 2014/15 ACCOUNTS CLARA MARTINEAU TRUST</b>
<b>Wards affected:</b>	<b>All</b>

**1. Purpose of report:**

- 1.1 To present for information the Annual Report and Accounts for the Clara Martineau Trust for the financial year ending 31 March 2015.

**2. Decision(s) recommended:**

- 2.1 That Committee is receiving this report for information as Custodian Trustee and is asked to note the attached Annual Report and Accounts.

<b>Contact Officer:</b>	Mark Szurminski
<b>Telephone No:</b> <b>E-mail address:</b>	0121 675 0482 Mark_szurminski@birmingham.gov.uk

**3. Compliance Issues:**

Consultation should include those that have an interest in the decisions recommended

3.1 Internal

The Chairman of the Committee has been consulted in the preparation of this report.

3.2 External

N/A

**4. Compliance Issues:**4.1 Are the recommended decisions consistent with the Council's policies, plans and strategies?

N/A

4.2 Financial Implications  
(Will decisions be carried out within existing finance and Resources?)

N/A

4.3 <u>Legal Implications</u>
<p>Management and governance arrangements for Charitable Trusts are set out in the constitution under which they were established. Charity Trustees must also comply with Charities Act 2011, Trustee Act 2000, other relevant legislation and guidance issued by the Charity Commission. The assets of a charity must be used in accordance with charitable law, failing which this will give rise to a breach of trust. Legal sanction can follow from either the beneficiaries of the charitable trust and/or Charity Commission. Decisions made by the charity must be expedient in the interests of the charity at all times. The Committee has empowered officers within the Council to discharge certain functions on its behalf as Council as Trustee.</p>
4.4 <u>Public Sector Equality Duty (see separate guidance note)</u>
<p>None. The statutory functions discharged by the Council as Trustee are subject to a separate and distinct statutory regime underpinned (principally) by the Charities Act 2011, Trustee Act 2000 and relevant Charity Commission guidance. These are non-executive functions and are therefore not subject to the Equalities Act 2010 provisions.</p>
<b>5 Relevant background/chronology of key events:</b>
<p>5.1 The Trust was established by deed on 11th April 1994.</p> <p>5.2 The objects of the trust are to advance any charitable purpose and in particular to make contributions to both capital and income to the funds of any charitable body in furtherance of its work in the United Kingdom or to apply such capital and income to any charitable purpose as the trustees see fit.</p> <p>5.3 It is a requirement for all trusts that are registered with the Charity Commission to compile and submit annual audited accounts to the Commission ten months after the end of the financial year.</p> <p>5.4 Each charitable Trust registered with the Charity Commission is required to annually submit an annual Report and Accounts, except where gross annual income is less than £25,000, no later than ten months after the end of each financial year. Below this threshold, external scrutiny is only needed if this is set out in the Charity's governing document. The accounts of such Trusts are required to have been independently examined if gross annual income is between £25,000 and £500,000, and if the income exceeds £500,000 a full audit is required. An audit will also be required if total gross assets exceed £3.26m, and the charity's gross income is more than £250,000.</p> <p>5.5 The Charity Commission's threshold for requiring trust fund accounts to be independently examined and forwarded to the Charity Commission is £25,000.</p> <p>The trusts gross annual income for the years was £132,050 and therefore an independent examination was undertaken by the trusts appointed auditors.</p>
<b>6.Reasons for Decision(s):</b>
6.1 This Report is for information only.

Signatures	Date
Director of Finance: .....	
Chairman .....	

List of Appendices accompanying this Report (if any):
1. 2014/15 Accounts



REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2015

FOR

CLARA MARTINEAU CHARITY

REGISTERED CHARITY NO. 1040051

Contents of the Financial Statements  
for the Year Ended 31 March 2015

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Statement of Financial Activities	5
Balance Sheet	6
Notes to the Financial Statements	7

Clara Martineau Charity

Charity Reference and Administration Information  
for the Year Ended 31 March 2015

Reference and administrative information

Trustees

S Durrant, Chair of Trustees  
S Charvis  
A Macdonald  
Alderman D Wallace  
Cllr M Ward  
Cllr P Tilsley  
Cllr L Collin

Principal Office

Children's Young People and Families Finance, Finance (WS), PO Box 16306, Birmingham, B2 2XR

Charity Number

1040051

Independent Examiner

Jason Seagrave ACCA  
Seagrave French LLP  
13 – 15 Regent Street  
Nottingham  
NG1 5BS

Bankers

The Co-operative Bank Plc, 118-120 Colmore Row, Birmingham, B2 3BA

Investment Managers

BlackRock Investment Management (UK) Ltd, 12 Throgmorton Avenue, London, EC2N 2DL.

## Clara Martinianu Charity

### Report of the Trustees

for the Year Ended 31 March 2015

Report of the trustees for the year ended 31 March 2015

The trustees present their report along with the financial statements of the charity for the year ended 31 March 2015. The financial statements have been prepared in accordance with relevant accounting policies and comply with the charity's trust deed, the Charities Act 2011 and the Statement of Recommended Practice: Accounting and Reporting by Charities (revised 2005).

### Structure, Governance and Management

The Clara Martinianu Trust is a registered charity, number 1040051, and is governed by its Charity Commission Scheme.

The Trust employs no staff. Administrative, secretarial, financial and legal services are currently provided by Birmingham City Council for no charge. The trustees meet about three times a year to consider applications for funding which have been received.

### Risk management

The trustees work closely with the Fund Managers, BlackRock Investment Management (UK) Ltd, in seeking to maximise investment returns consistent with the Trust's policy on risk. Further work is to be undertaken to review and analyse risks that the Trust could potentially be exposed to and appropriate policies developed in response.

### Objectives and activities

The Trust has capital funds, which are invested in order to produce income for the following purposes: -

- (a) to promote the residential education (including the social and physical training) of children under the age of 19 years who have special educational needs as defined in section 1 of the Education Act 1993, and who are attending any school maintained by Birmingham City Council as local education authority, priority being given to such children for whom the City Council maintain a Statement under the Act.

- (b) to provide facilities for recreation and other leisure time occupation for the benefit of such children with the object of improving their condition of life, with the same priority as aforesaid

### Grant making policy

In order to achieve the Trust's objectives, as formally laid down in the Trust's Charity Commission Deed of the Trust, each year the trustees consider bids, from Special Schools and schools with special needs resource bases in Birmingham, to fund proposals for residential experiences to promote the educational needs of the children with special needs

### Achievements and Performance

The year proved very successful in terms of the number of grants and amount of funds awarded. The standard of applications was consistently high, and Trustees were able to make a significant number of grants in the year.

### Financial Review

The Trust is reliant on the income from its investments.

The fund comprises capital funds received from the sale of the Martinianu Seaside School, Bognor Regis, reflecting the trustees' decision to invest it on long-term basis to enhance the Trust's income. However, the trustees retain the right to spend the capital of the fund, in furthering the objectives of the Trust, if they so determine to do so.

Investment Management in the year was carried out by BlackRock Investment Management (UK) Ltd, in accordance with the requirements for charities as prescribed by the Charity Commission. During the year, the value of the Trust's investments increased to £3,560,504 from the previous year's value of £3,327,632. Management fees payable in the year amounted to £16,400 (2014: £15,647).

The Charity's financial obligations as at 31 March 2015 are mainly represented by a balance of monies owed to Birmingham City Council of £9,422 (2014: £152,078). This liability can be met by the Charity in full.

## Clara Martineau Charity

### Report of the Trustees - continued for the Year Ended 31 March 2015

#### Investment Policy and Performance

The Trust seeks to maximise its return on investments but consistent with a policy of low investment risk. The Trust works closely with the Fund manager to regularly review its investment mix and re-configures its portfolio depending on current investment trends. The Trust also has access to investment expertise through Council Officers who regularly attend meetings.

The fund management objectives are to;

- i) protect the value of the fund against inflation so that its real value at least can be maintained in the long term,
- ii) subject to i), to maximise the income to the fund available for spending,
- iii) subject to i) and ii), the income level from year to year should be reasonably steady to avoid any large reductions in resources in any year. Investments are of low to moderate risk.

#### Reserves Policy

In determining a policy on financial reserves, Trustees of the Clara Martineau Trust have formally reviewed the objective, purpose and activities of the charity. The Trust's activities are limited to the awarding of annual grants to eligible schools and other organisations. These are based on a clearly defined level of income and, other than annual investments charges, the Trust does not normally incur any other costs.

Exposure to other potential financial liabilities is therefore minimal. Trustees are keen to ensure that all available funding net of expenses is applied to further the purposes and objectives of the Trust. The Trustees policy on reserves therefore is to maintain nil reserves or minimal reserves. Trustees are satisfied that this is a reasonable and justifiable reserves policy given the nature and purpose of the Trust's activities and the associated income and expenditure and potential financial liabilities.

#### Plans for the Future

Trustees are keen to ensure all special schools and other organisations that meet its criteria apply for grants in order that the work of the Trust is maximised. To this end, the Trust is seeking to ensure that details of the Trust's activities are made known to a wider audience.

#### Trustees' responsibilities in relation to the financial statements

The trustees are responsible for preparing the Trustees' Report and the 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 trustees to prepare financial statements for each financial 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 these financial statements, the trustees are required to:

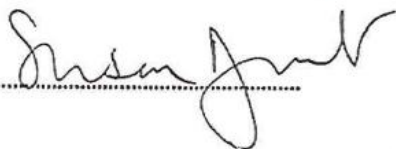
- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed 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 operation.

The trustees are responsible for keeping accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees of the Clara Martineau Charity are satisfied that the above requirements have been met.

Approved by the trustees on 17 November 2015 and signed on their behalf by:

S DURRANT



CHAIR of TRUSTEES

Clara Martineau Charity

Independent Examiner's Report to the Trustees of Clara Martineau Charity

I report on the accounts of the charity for the year ended 31 March 2015 which are set out on pages 5 to 11.

Respective responsibilities of Trustees and Examiner

The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144 (2) of the Charities Act 2011 (the 2011 Act), and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act

- follow the procedures laid down in the general directions given by the Charity Commission under section 145(5)(b) of the 2011 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 Commission. 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 you as 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 connection with 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 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act;

have not been met; or

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

Jason Seagrave ACCA  
Seagrave French LLP  
13-15 Regent Street  
Nottingham  
NG1 5BS

Date: 12/12/15

Clara Martineau Charity

Statement of Financial Activities

For the year ended 31 March 2015

	Notes	Restricted Funds 2015 £	Endowment Funds 2015 £	Total Funds 2015 £	Total Funds 2014 £
<b>Incoming Resources</b>	<b>2</b>				
Incoming resources from generated funds:					
Voluntary income		6,047.07	-	6,047.07	6,319.54
Investment income:					
Managed funds		125,964.11	-	125,964.11	129,613.93
Bank interest		38.43	-	38.43	47.50
Other income		0.00	-	0.00	0.00
<b>Total Incoming Resources</b>		<b>132,049.61</b>	<b>-</b>	<b>132,049.61</b>	<b>135,980.97</b>
<b>Resources Expended</b>					
Costs of generating funds:					
Charitable activities:	<b>3</b>				
Grants Awarded		90,166.00	-	90,166.00	100,000.00
Investment Management Costs		16,399.82	-	16,399.82	15,647.00
Independent Examiners Fees		2,178.00	-	2,178.00	2,190.00
Other costs		0.00	-	0.00	0.00
Governance and Support Costs	<b>13</b>	6,047.07	-	6,047.07	6,319.54
<b>Total Resources Expended</b>		<b>114,790.89</b>	<b>-</b>	<b>114,790.89</b>	<b>124,156.54</b>
<b>Net Incoming/(Outgoing) Resources</b>		<b>17,258.72</b>	<b>-</b>	<b>17,258.72</b>	<b>11,824.43</b>
Other recognised gains and losses :					
Gains/(Losses) on Investment Assets		-	232,872.16	232,872.16	83,468.36
Transfer between funds		-	-	-	-
<b>Net Movement in Funds:</b>		<b>17,258.72</b>	<b>232,872.16</b>	<b>250,130.88</b>	<b>95,292.79</b>
<b>Fund balance brought forward</b>	<b>4</b>	<b>165,795.13</b>	<b>3,327,632.24</b>	<b>3,493,427.37</b>	<b>3,398,134.58</b>
<b>Fund balance carried forward</b>		<b>183,053.85</b>	<b>3,560,504.40</b>	<b>3,743,558.25</b>	<b>3,493,427.37</b>

FIXED ASSETS		5
Investments	3,560,504.40	3,327,632.24
<b>TOTAL FIXED ASSETS</b>	<b>3,560,504.40</b>	<b>3,327,632.24</b>
CURRENT ASSETS		6
Debtors	115,593.31	221,523.33
Cash	85,261.37	100,343.36
<b>LIABILITIES</b>	<b>200,854.68</b>	<b>321,866.69</b>
7		
Creditors: Amounts falling due within one year	17,800.83	156,071.56
<b>NET CURRENT ASSETS</b>	<b>183,053.85</b>	<b>165,795.13</b>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>	<b>3,743,558.25</b>	<b>3,493,427.37</b>
8		
<b>THE FUNDS OF THE CHARITY:</b>		
Restricted Income	183,053.85	165,795.13
Endowment Fund	3,560,504.40	3,327,632.24
<b>TOTAL CHARITY FUNDS</b>	<b>3,743,558.25</b>	<b>3,493,427.37</b>

The accounts were approved by the board of trustees on 17 November 2015 and signed on their behalf by:

*[Signature]*

S DURANT

S CHARVIS

**1 Accounting Policies**

**1.1 Basis of accounting**

These financial statements have been prepared under the historical cost convention, modified to include the revaluation of certain fixed assets, the Charities Act 2011 and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (revised 2005) and the Financial Reporting Standard for Smaller Entities (effective April 2008).

**1.2 Incoming resources**

Income is recognised in the period in which the charity is entitled to receipt and the amount can be measured with reasonable certainty.

**1.3 Resources expended**

Expenditure is accounted for on an accruals basis. Grants awarded, once approved, are included in the Statement of Financial Activities for the year in which the related activity is to take place.

Investment management costs are directly attributable to management of the fixed asset investment portfolio.

Governance costs are associated with the general running of the charity and include the costs of, an independent examination, legal advice for trustees and costs associated with the constitutional and statutory requirements of the charity.

**1.4 Fixed asset investments**

Fixed asset investments that are traded on a recognised exchange are valued on the basis of the last traded price or a bid price, depending on the market convention for that exchange. Other investments are valued where practicable on a bid price basis using a reputable independent source.

Black Rock UK Property Fund is valued at net asset value, net of fees and charges and income received. Gains or losses on revaluation or disposal are shown in the Statement of Financial Activities.

Dividends and interest received on investments are held on deposit by the fund managers until required to meet the expenditure of the charity (note 5).

**1.5 Funds**

**Restricted Funds:** These are funds subject to specific trusts declared by the donor or created through legal process. The restricted income funds are expendable at the discretion of the trustees in furtherance of the objects of the charity (note 8).

**Endowment Funds:** These are the permanent funds of the charity, the income generated from which is used to further the objects of the charity as part of its restricted funds (note 8).

**Clara Martineau Charity**

**Notes to the Financial Statements  
for the year ended 31 March 2015**

**2 Incoming Resources**

	2015	2014
<b>Voluntary Income</b>		
Birmingham City Council Support in Kind	6,047.07	6,319.54
<b>Investment Income – Managed Funds</b>		
Dividends from Investments	125,820.61	129,385.40
Interest from Investments	143.50	228.53
Bank interest	38.43	47.50
Other Income	0.00	0.00
<b>Total Income Resources</b>	<b>132,049.61</b>	<b>135,980.97</b>

3

**Charitable activities: grants awarded**

During the year the trustees approved grant applications from 27 (2014: 32) educational establishments, and grants totalling £90,166 (2014: £100,000) were paid to fund projects for the provision of residential education and other recreational or leisure time experiences for young people with special educational needs. Grants ranged between £132 and £9,742.

Grants awarded have been listed below, those over £5,000 have been listed separately:

Hallmoor	£ 5,362
Queensbury	£ 5,803
Calthorpe	£ 8,004
Selly Oak	£ 8,598
City of Birmingham	£ 9,742
Mayfield	£ 5,714
Other grants < £5,000	£ 46,943
<b>Total grants</b>	<b>£ 90,166</b>

4

**Summary of fund movements**

	Balance at 01/04/2014	Incoming Resources	Outgoing Resources	Gains and Losses	Balance at 31/03/2015
<b>Endowment fund</b>	3,327,632.24	-	-	232,872.16	3,560,504.40
<b>Restricted fund</b>	165,795.13	132,049.61	(114,790.89)	-	183,053.85
<b>Total funds</b>	3,493,427.37	132,049.61	(114,790.89)	232,872.16	3,743,558.25

Clara Martineau Charity

Notes to the Financial Statements  
for the year ended 31 March 2015

5 Fixed Asset Investments

Analysis of movement of investments

	2015	2014
	£	£
Market value 1st April	3,327,632.24	3,244,163.88
Additions at cost	164.00	705,874.00
Disposals	(164.00)	(529,085.00)
Net gain/(loss) on revaluation	232,872.16	(93,320.64)
<b>Market value 31 March</b>	<b>3,560,504.40</b>	<b>3,327,632.24</b>

At the balance sheet date the investments comprised:

Investments listed on a recognised stock exchange	3,560,340.40	3,327,632.24
Cash and settlements pending	164.00	0.00
<b>Total investment portfolio</b>	<b>3,560,504.40</b>	<b>3,327,632.24</b>

During the year the investment portfolio was managed on behalf of the charity by BlackRock Investment Management (UK) Limited, a company authorised and regulated by the Financial Services Authority. Investments are held primarily for an investment return.

6 Debtors

	2015	2014
	£	£
Cash held on deposit by the investment fund managers	107,827.15	214,882.96
Interest and investment income	7,766.16	6,640.37
	<b>115,593.31</b>	<b>221,523.33</b>

The above are all short term debtors.

7 Creditors: Amounts falling due within one year

	2015	2014
	£	£
Birmingham City Council loan	9,422.00	152,078.00
Accrued expenses	8,378.83	3,993.56
	<b>17,800.83</b>	<b>156,071.56</b>

The loan from Birmingham City Council represents grants and accountancy fees paid on behalf of the charity, which had not been reimbursed at the balance sheet date. The loan is unsecured and interest free.

8 Allocation of net assets to funds

	Fixed assets	Net Current assets	Net assets
Endowment funds	3,560,504.40	-	3,560,504.40
Restricted funds	-	183,053.85	183,053.85
	<u>3,560,504.40</u>	<u>183,053.85</u>	<u>3,743,558.25</u>

9 Employees  
The charity has no employees. Certain administrative functions are carried out free of charge by Birmingham City Council Staff.

10 Trustees' remuneration and expenses

No trustee received remuneration or expenses from the Charity during either this or the preceding year.

11 Taxation

No taxation liability arises on the net incoming resources of the charity for either this or the preceding year.

12 Independent Examination Fees

Independent Examination fees from 2009 will be paid by the Clara Martineau Trust and will no longer be paid by Birmingham City Council on behalf of the Trust and therefore will no longer be classified as a donated service. Costs for 2015 of £2,136 are included in the accounts (2014: £2,190). These costs will therefore be excluded from Governance Costs.

13 Governance Costs  
Governance costs are made up of the following:

	2015	2014
Governance Costs	£	£
Meeting costs	5,695.00	5,978.00
Room Hire and other costs	0.00	0.00
Support Costs	5,695.00	5,978.00
Supervision	352.07	341.54
Total	<u>6,047.07</u>	<u>6,319.54</u>

Governance and charity support costs are worked out by taking the daily rate of support workers salary and multiplying out by the days worked on the Clara Martineau Charity.

Clara Martineau Charity

Notes to the Financial Statements  
for the year ended 31 March 2015

**14 Donated services and facilities**

The charity is provided with administrative services, including the use of staff, office space and equipment, by Birmingham City Council at no charge to the charity. It has not been possible to establish a monetary value for all of these services. An estimate of the value in respect of the contributions of staff time is reflected in the Statement of Financial Activities.

**15 Related party transactions**

Birmingham City Council is a related party of Clara Martineau Charity by virtue of the powers vested in it by the trust deed to appoint or remove a significant proportion of the trustees of the charity. During the year Birmingham City Council made loans to the charity, donated services and facilities and paid certain expenses on behalf of the charity as disclosed in notes 7 and 14 above.



<b>Report to:</b>	<b>Trust and Charities Committee</b>	<i>Exempt information paragraph number – if private report:</i>
<b>Report of:</b>	<b>Director of Finance</b>	
<b>Date of Decision:</b>	<b>20 January 2016</b>	
<b>SUBJECT:</b>	<b>ANNUAL REPORT AND ACCOUNTS – CHARLES BAKER TRUST FOR THE PERIOD 2014/15</b>	
<b>Key Decision: Yes / No</b>	<b>Relevant Forward Plan Ref: No</b>	
<b>If not in the Forward Plan: (please "X" box)</b>	<b>Chief Executive approved</b>	<input type="checkbox"/>
	<b>O&amp;S Chairman approved</b>	<input type="checkbox"/>
<b>Relevant Cabinet Member(s):</b>	<b>N/A</b>	
<b>Relevant O&amp;S Chairman:</b>	<b>N/A</b>	
<b>Wards affected:</b>	<b>All</b>	

<b>1. Purpose of report:</b>
1.1 To present for approval the 2014/15 Annual Report and Accounts for Charles Baker Trust.

<b>2. Decision(s) recommended:</b>
2.1 The Committee acting on behalf of the Trustee (BCC) is recommended to approve the Annual Report and Accounts.
2.2 The Committee acting on behalf of the Sole Corporate Trustee authorises officers in Corporate Finance to submit all appropriate and necessary documentation to the Charity Commission in respect of recommendation 2.1.

<b>Contact Officer:</b>	Mark Szurminski
<b>Telephone No:</b>	0121 675 0482
<b>E-mail address:</b>	Mark_szurminski@birmingham.gov.uk

<b>3. Consultation</b>
Consultation should include those that have an interest in the decisions recommended
3.1 <u>Internal</u>
The Chairman of the Committee has been consulted in the preparation of this report.
3.2 <u>External</u>

n/a

#### **4. Compliance Issues:**

4.1 Are the recommended decisions consistent with the Council's policies, plans and strategies?

N/A

4.2 Financial Implications  
(Will decisions be carried out within existing finance and Resources?)

N/A

4.3 Legal Implications

Management and governance arrangements for Charitable Trusts are set out in the constitution under which they were established. Charity Trustees must also comply with Charities Act 2011, Trustee Act 2000, other relevant legislation and guidance issued by the Charity Commission. The assets of a charity must be used in accordance with charitable law, failing which this will give rise to a breach of trust. Legal sanction can follow from either the beneficiaries of the charitable trust and/or Charity Commission. Decisions made by the charity must be expedient in the interests of the charity at all times. The Committee has empowered officers within the Council to discharge certain functions on its behalf as Council as Trustee.

4.4 Public Sector Equality Duty (see separate guidance note)

No adverse impact.

**5. Relevant background/chronology of key events:**

5.1 The Fund was established by a deed dated 13 July 1982. The Trust was registered as a charity on 11 September 1982 and its charity registration number is 512927.

5.2 The charitable objectives of the trust are to erect and furnish one or more bungalows or flats for the use of the elderly or handicapped persons living in Birmingham. Any surplus is to be applied for the provision of additional facilities or comforts not chargeable to the Rate Fund for the residents in homes for the elderly persons administered by the City Council.

The Trust has two bungalows built in 1985, 136A and 136B Braceby Avenue Billesley.

5.3 It is a requirement for all trusts that are registered with the Charity Commission to compile and submit annual audited accounts to the Commission ten months after the end of the financial year.

5.4 The Charity Commission's threshold for requiring trust fund accounts to be independently examined and forwarded to the Charity Commission was increased in April 2009 from £10,000 to £25,000.

5.5 The attached accounts identify that the trusts gross annual income for the year was £8,148 and therefore no independent examination was undertaken by the Trusts appointed auditors.

**6. Evaluation of alternative option(s):**

6.1 It is a Charity Commission requirement to compile annual accounts.

**7. Reasons for Decision(s):**

7.1 For Committee to approve the accounts.

Signatures	<u>Date</u>
Director of Finance .....	.....
Chairman .....	.....

**List of Background Documents used to compile this Report:**

N/A

**List of Appendices accompanying this Report (if any):**

1. 2014-15 Accounts



Charles Baker Trust  
Registered Charity Number 512927  
Report and Financial Statements  
the year ended 31 March 2015

Charles Baker Trust

Report of the Trustees for the Year Ended 31 March 2015

The Trustee presents its report along with the financial statements of the charity for the year ended 31 March 2015. The financial statements have been prepared in accordance with the accounting policies set out in the notes thereto and comply with the charity's trust deed and applicable law.

Reference and administrative information

The name of the charity is The Charles Baker Trust

The Trust is a registered charity number 512927.

The Trust's Principal Office is:

Birmingham City Council  
Financial Strategy  
Zone 2

Finance (WS)

PO Box 16306

Birmingham

B2 2XR

Cheques should be made payable to "Birmingham City Council".

The Trustee is Birmingham City Council

The Trust's Bankers are:

Co-operative Bank plc

PO Box 82

118/120 Colmore Row

Birmingham

B3 3AB

The Trust's Independent Examiner is:

Mr S. Atkins BSc (Hons) ACA

Partner in Clement Keys

39/40 Calthorpe Road

Edgbaston

Birmingham

B15 1TS

## Charles Baker Trust

### Report of the Trustee for the Year Ended 31 March 2015

#### Structure, Governance and Management

The Trust was established by a Deed dated 13 July 1982 and is unincorporated. The Trust was registered as a charity on 11 September 1982 and its charity registration number is 512927.

The Trustee is Birmingham City Council.

#### Objectives and Activities

The Trustee has referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the aim and objectives of the trust and in planning any future activities.

The objects of the Trust are to erect and furnish one or more bungalows or flats for the use of elderly or handicapped persons living in Birmingham. Any surplus is to be applied for the provision of additional facilities or comforts not chargeable to the Rate Fund for residents in homes for elderly persons administered by the Council.

The Trust has two bungalows built in 1985, numbers 136A and 136B Braceby Avenue, Billesley.

Rental income for the year amounted to £7,320.84.

Investment income and bank interest for the year amounted to £852.88

Repairs and Commission payable to the City Council for the year amounted to £4,780.42.

An independent examination is not required for the year ending 31 March 2015

#### Investment Policy

There are no restrictions on the Charity's power to invest. All surplus funds, other than those required for the day to day running of the Charity, are placed on a 7 day interest bearing loan with Birmingham City Council.

#### Reserves Policy

The Trustee holds considerable reserves which have built up since the commencement of the Trust. These have been invested to produce income and further strengthen the financial position of the Trust, which suffers very little in the way of normal annual expenditure. Given the levels of reserves achieved the Trustee, in accordance with the aims of the Charity, will give consideration in the near future to whether it should erect or purchase a further property. It will also ensure that any additional facilities or comforts appropriate for the existing properties will be provided.

#### Risk Management

The Trustee keeps under review the major strategic and operational risks which the Charity faces and is satisfied that systems have been established in order to minimise the possible effects of such risks on the Charity.

The Trustee is responsible for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Law applicable to charities in England and Wales requires the Trustee to prepare financial statements for each financial 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 these financial statements, the Trustee is required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures 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 Trustee is responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable it to ensure that the financial statements comply with the Charities Act 1993, the Charity (Accounts and Reports) Regulations and the provisions of the trust deed.

The Trustee is also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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Trustee

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Date

## Statement of Financial Activities for the Year Ended 31 March 2015

## Charles Baker Trust

Date	Trustee																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																			</
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# Charles Baker Trust

## Notes to the Accounts for the Year Ended 31 March 2015

### Note 1 Principal Accounting Policies

#### a) Accounting Convention

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008). In preparing the financial statements the charity follows best practice as laid down in the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2005) and the requirements of the Charities Act 1993.

The Trustee has made use of the concession available for smaller charities within the SORP and has chosen to use resource classifications appropriate to the charity's circumstances and activities.

#### b) Incoming Resources

Income is accounted for on an accruals basis.

#### c) Resources Expended

Expenditure is accounted for on an accruals basis. Charitable activity costs relate to the maintenance of the properties.

#### d) Tangible Fixed Assets

The Trust owns two bungalows, numbers 136A and 136B Braceby Avenue, Billesley occupied in accordance with the objects of the charity. The properties are included in the accounts at cost.

The Trustee has not obtained an up to date valuation of the properties and hence the difference between the historical cost and the current market value is not known.

In addition, the Trustee is of the opinion that the current market value of the properties would be in excess of the historical cost and hence no depreciation has been charged on the properties. The Trustee also carries out regular maintenance and improvement works so as to maintain the standard, and residual value, of the properties.

#### e) Fund Accounting

Details and the nature of each fund are set out below:

**Unrestricted Funds** comprise those funds which the Trustee is free to use in accordance with the charitable objects.

**Endowment Funds** represents those assets which must be held permanently by the charity.

### Note 2 Fixed Asset Investments

Surplus funds are placed on a 7 day interest bearing loan with Birmingham City Council. At 31 March 2015, £185,5558.48 was held, of which £8,146.85 are Endowment Funds and £177,411.63 are Unrestricted Funds.

### Note 3 Debtors

	2015 £	2014 £
Other Debtors - Birmingham City Council Place Directorate	13,629.20	7,346.99
	<u>13,629.20</u>	<u>7,346.99</u>

### Note 4 Creditors

	2015 £	2014 £
Other Creditors - Birmingham City Council Place Directorate	5,735.73	1,895.34
	<u>5,735.73</u>	<u>1,895.34</u>

### Note 5 Trustee remuneration

The Trustees did not receive any remuneration or reimbursement of expenses during the year. (2014: £nil).



<b>Report to:</b>	<b>Trust and Charities Committee</b>	<i>Exempt information paragraph number – if private report:</i>
<b>Report of:</b>	<b>Director of Finance</b>	
<b>Date of Decision:</b>	<b>20 January 2016</b>	
<b>SUBJECT:</b>	<b>ANNUAL REPORT AND ACCOUNTS – L A JONES FOR THE PERIOD 2014/15</b>	
<b>Key Decision: Yes / No</b>	<b>Relevant Forward Plan Ref: No</b>	
<b>If not in the Forward Plan: (please "X" box)</b>	<b>Chief Executive approved</b>	<input type="checkbox"/>
	<b>O&amp;S Chairman approved</b>	<input type="checkbox"/>
<b>Relevant Cabinet Member(s):</b>	<b>N/A</b>	
<b>Relevant O&amp;S Chairman:</b>	<b>N/A</b>	
<b>Wards affected:</b>	<b>All</b>	

**1. Purpose of report:**

- 1.1 To present for approval the 2014/15 Annual Report and Accounts for L A Jones Trust.

**2. Decision(s) recommended:**

- 2.1 The Committee acting on behalf of the Trustee (BCC) is recommended to approve the Annual Report and Accounts.
- 2.2 The Committee acting on behalf of the Sole Corporate Trustee authorises officers in Corporate Finance to submit all appropriate and necessary documentation to the Charity Commission in respect of recommendation 2.1.

<b>Contact Officer:</b>	Mark Szurminski
<b>Telephone No:</b>	0121 675 0482
<b>E-mail address:</b>	Mark_szurminski@birmingham.gov.uk

**3. Consultation**

Consultation should include those that have an interest in the decisions recommended

3.1 Internal

The Chairman of the Committee has been consulted in the preparation of this report.

3.2 External

n/a

#### **4. Compliance Issues:**

4.1 Are the recommended decisions consistent with the Council's policies, plans and strategies?

N/A

4.2 Financial Implications  
(Will decisions be carried out within existing finance and Resources?)

N/A

4.3 Legal Implications

Management and governance arrangements for Charitable Trusts are set out in the constitution under which they were established. Charity Trustees must also comply with Charities Act 2011, Trustee Act 2000, other relevant legislation and guidance issued by the Charity Commission. The assets of a charity must be used in accordance with charitable law, failing which this will give rise to a breach of trust. Legal sanction can follow from either the beneficiaries of the charitable trust and/or Charity Commission. Decisions made by the charity must be expedient in the interests of the charity at all times. The Committee has empowered officers within the Council to discharge certain functions on its behalf as Council as Trustee.

4.4 Public Sector Equality Duty (see separate guidance note)

No adverse impact.

**5. Relevant background/chronology of key events:**

5.1 The trust was established under the will of Mrs Lily Ada on 2<sup>nd</sup> July 1936. The trust was registered as a charity on 12<sup>th</sup> March 1964.

5.2 The objects of the trust are for the relief of the unemployed within the City of Birmingham.

5.3 It is a requirement for all trusts that are registered with the Charity Commission to compile and submit annual audited accounts to the Commission ten months after the end of the financial year.

5.4 The Charity Commission's threshold for requiring trust fund accounts to be independently examined and forwarded to the Charity Commission was increased in April 2009 from £10,000 to £25,000.

5.5 The attached accounts identify that the trusts gross annual income for the year was £5,216 and therefore no independent examination was undertaken by the Trusts appointed auditors.

**6. Evaluation of alternative option(s):**

6.1 It is a Charity Commission requirement to compile annual accounts.

**7. Reasons for Decision(s):**

7.1 For Committee to approve the accounts.

Signatures	Date
Director of Finance .....	.....
Chairman .....	.....

**List of Background Documents used to compile this Report:**

N/A

**List of Appendices accompanying this Report (if any):**

1. 2014-15 Accounts



**Charity of Mrs Lily Ada Jones**

**Registered Charity Number 218608**

**Report and Accounts**

**31 March 2015**

Charity of Mrs Lily Ada Jones  
Year Ended 31 March 2015  
Legal and Administrative Details

The Trust is a registered charity number 218608.  
The Trustee is Birmingham City Council  
The Trust's Principal Office is:  
Birmingham City Council  
Financial Services  
Zone 2  
Finance (WS)  
PO Box 16306  
Birmingham  
B2 2XR  
The Trust's bankers are :  
Co-operative Bank plc  
PO Box 82  
118/120 Colmore Row  
Birmingham  
B3 3AB

## Charity of Mrs Lily Ada Jones

### Report of the Trustees for the Year Ended 31 March 2015

The Trustee presents its report along with the financial statements of the charity for the year ended 31 March 2015. The financial statements have been prepared in accordance with the accounting policies set out in the notes and comply with the charity's trust deed and applicable law.

#### Structure, Governance and Management

The Fund was established under the will of Mrs Lily Ada Jones dated 2 July 1936. The Trust was registered as a charity on 12 March 1964.

The Trustees is Birmingham City Council.

#### Objectives and Activities

The objects of the fund are for the relief of unemployment within the City of Birmingham.

The Trust owns one leasehold dwelling house at 45 Brookvale Road, Olton. The rental income on this property is to be used to fulfil the charitable objectives of the fund.

#### Financial Review

Rental income for the year amounted to £4,923.47 (2014: £4,095.52).

Investment income and bank interest for the year amounted to £292.53 (2014: £311.75).

Repairs and Commission payable to the City Council for the year amounted to £1,253.17 (2014: £1,025.50).

#### Investment Policy

There are no restrictions on the Charity's power to invest. All surplus funds, other than those required for the day to day running of the Charity, are placed on a 7 day interest bearing loan with Birmingham City Council.

#### Reserves Policy

The funds reserves have built up since the commencement of the Trust. These have been invested to produce income and further strengthen the financial position of the Trust, which suffers very little in the way of normal annual expenditure. Given the levels of reserves achieved the Trustees, in accordance with the aims of the Charity, will give consideration in the near future as to best use to which these funds should be used.

#### Risk Management

The Trustee keeps under review the major strategic and operational risks which the Charity faces and is satisfied that systems have been established in order to minimise the possible effects of such risks on the Charity.

#### Trustees' Responsibilities in Relation to the Financial Statements

The Trustee is responsible for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Law applicable to charities in England and Wales requires the Trustee to prepare financial statements for each financial 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 these financial statements, the Trustee is required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures 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 Trustee is responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable it to ensure that the financial statements comply with the Charities Act 1993, the Charity (Accounts and Reports) Regulations and the provisions of the trust deed.

The Trustee is also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

---

Trustee

---

Date

Note	2015	2014
	£	£
<b>Incoming Resources</b>		
Bank Interest and Investment Income	292.53	311.75
Rents Receivable	4,923.47	4,095.52
<b>Total Incoming Resources</b>	<b>5,216.00</b>	<b>4,407.27</b>
<b>Resources Expended</b>		
Charitable Activities	521.54	409.55
Repairs	731.63	534.04
<b>Total Resources Expended</b>	<b>1,253.17</b>	<b>943.59</b>
<b>Net Incoming Resources</b>	<b>3,962.83</b>	<b>3,463.68</b>
<b>Reconciliation of Funds</b>		
Balance of Fund Brought Forward at 1 April	66,731.99	63,268.31
Balance of Fund Carried Forward at 31 March	70,694.82	66,731.99

Balance Sheet as at 31 March 2015

	2015	2014
Current Assets	8,680.57	5,991.00
Debtors	66,157.99	65,709.83
Cash at Bank	74,838.56	71,700.83
Creditors	4,143.74	4,968.84
Total Net Assets	70,694.82	66,731.99
Funds	70,694.82	66,731.99

Trustee

Date \_\_\_\_\_

# Charity of Mrs Lily Ada Jones

## Notes to the Accounts for the Year Ended 31 March 2015

### Note 1 Principal Accounting Policies

#### a) Accounting Convention

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008). In preparing the financial statements the charity follows best practice as laid down in the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2005) and the requirements of the Charities Act 1993.

The Trustee has made use of the concession available for smaller charities within the SORP and has chosen to use resource classifications appropriate to the charity's circumstances and activities.

#### b) Incoming Resources

Income is accounted for on an accruals basis.

#### c) Resources Expended

Expenditure is accounted for on an accruals basis. Charitable activity costs relate to the maintenance of the property.

### Note 2 Fixed Asset

The assets of the Trust include a leasehold dwelling house - 45 Brookvale Road, Olton, B92. Historically, no value for this asset has been shown in the balance sheet. The lease expires on 31 December 2032.

### Note 3 Debtors

	2015 £	2014 £
Other Debtors - Birmingham City Council Place Directorate	8,680.57	5,991.00
	<u>8,680.57</u>	<u>5,991.00</u>

### Note 4 Creditors

	2015 £	2014 £
Birmingham City Council Place Directorate	4,143.74	4,968.84
	<u>4,143.74</u>	<u>4,968.84</u>

### Note 5 Trustee remuneration

The Trustee did not receive any remuneration or reimbursement of expenses during the year. (2014: £nil).



**TRUSTS AND CHARITIES COMMITTEE**  
**17 DECEMBER 2015**  
**SCHEDULE OF OUTSTANDING MINUTES**

<b><u>Date/ Minute No</u></b>	<b><u>Subject Matter/Response</u></b>	<b><u>Comment</u></b>
19/09/12 – 395	<b><u>Sole and Custodian Trustee Trusts and Charities</u></b> – officers to report on a sixth monthly basis on the activities undertaken by Sole and Custodian Trusts and Charities.	<p>Committee determined to retain this Minute on the 22 Julyl 2015</p> <p>Committee in light of the fact that officers would continue to Report to Committee on a six monthly basis on the activities undertaken by the Sole and Custodian Trusts &amp; Charities.</p> <p>In addition Officers are to work towards drafting the next Annual Report to Full Council as Trustee, as determined by Committee on the 22 July 2015</p>



# BIRMINGHAM CITY COUNCIL

**TRUSTS AND CHARITIES  
COMMITTEE**  
**17 December 2015**

**PRESENT:** Councillor Phil Davis in the Chair

Committee Members:  
Councillor John Alden (JA)  
Councillor Paul Tilsley (PT)  
Councillor Ansar Ali Khan

Officers:  
Rajesh Parmar, (RP) Senior Solicitor, Legal & Democratic Services, Rahema Begum (RB),  
Legal & Democratic Services, Mark Szurminski (MS), Senior Business Analyst, Corporate  
Finance, Nigel G Oliver (NGO), Property Manager, BPS.

## **PRIVATE AGENDA**

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559           **MINUTES**

The private minutes of the meeting on 12 November 2015, were confirmed as  
an accurate record.

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560           **MATTERS ARISING**

None

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561           **OTHER URGENT BUSINESS**

None.

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Meeting ended at 12.30pm

.....

**Cllr Philip Davis**  
**Chairman of Trusts and Charities Committee**

