

**Monmouthshire Farm School Endowment
Trust Fund**

**Annual report
for the year ended 31 March 2017**

-Registered Charity Number: 525649

Monmouthshire Farm School Endowment Trust Fund
Annual report for year ended 31st March 2017

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Trustees, officers and advisors

Trustees

D L Edwards
Monmouthshire County Council

D Yeowell
Torfaen County Borough Council

R Edwards
Monmouthshire County Council

Professor J D Hayes
University College Wales Aberystwth

R J W Greenland
Monmouthshire County Council

K Backhouse
Director Usk Campus – Coleg Gwent

S B Jones
Monmouthshire County Council

D Havard
Caerphilly County Borough Council

A Easson
Monmouthshire County Council

D.W.H Jones
Monmouthshire County Council

R Pagett
Blaenau Gwent County Borough Council

Dr W O C Symondson
University of Wales College Cardiff

Secretary

P Matthews – Acting Monitoring Officer, Monmouthshire County Council

Registered Office

County Hall, The Rhadyr, Usk, NP15 1GA

Auditors

Wales Audit Office, 24 Cathedral Road, Cardiff, CF11 9LJ

Solicitors

R Tranter, Head of Legal Services, Monmouthshire County Council

Investment custodian

Monmouthshire County Council

Bankers

Barclays Bank, Leicester, Leicestershire LE87 2BB

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Report of the Trustee for the year ended 31st March 2017

The Trustee presents its annual report and the audited financial statements for the year ended 31 March 2017 of The Monmouthshire Farm School Endowment Trust Fund. The information with respect to the Trustee, officers and advisors set out on page 1 forms part of this report. The accounts (financial statements) have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with Financial Reporting Standards for Smaller Entities (FRSSE) published in July 2014 and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015. The financial statements comply with the Charity's trust deed.

Status and administration

The Charity is governed by the 1959 Principal Scheme as amended by the Altering Scheme of 1971, although the governing body may rightly claim a history stretching back to 1894. The Fund is registered with the Charity Commission under charity number 525649.

Objects

The primary object of the Charity, as stated in its governing document, is to make awards to students in need of assistance to attend Usk Agricultural College, or at the discretion of the governing body, any other college, institution or university to pursue courses of study in agricultural subjects. The governing body can use its discretion to apply any unawarded income to provide funding towards the cost of their facilities or amenities at Usk College which would benefit these students. The grant awarded have allowed the beneficiaries to pursue land based courses to enhance career opportunities. The area of benefit is clearly defined, household income is a consideration when making the award. Grants were awarded to 12 people and the total awards were £26,209.

Review of activities and future developments

The statement of financial activities for the year is set out on page 5 of the financial statements. A summary of the financial results and the work of the Charity are set out below.

The Fund has increased in value by £20,372 (£2,499 increase in 2015/16) over the financial year as a result of outgoing resources being outweighed by incoming resources.

Income is comprised of interest on investment stock and cash held of £24,816 (£23,314 in 2015/16), and £19,701 (£32,479 in 2015/16) in respect of the annual payment from the Roger Edwards Educational Trust Fund. Expenditure of £29,989 (£30,127 in 2015/16) primarily comprised of grants payable of £26,209 (£27,651 in 2015/16) in line with the Charity's objects. Unrealised investment gain of £5,844 (£23,167 loss in 2015/16) were made in relation to investments held.

The current strategy is to ensure that there are sufficient funds to meet the needs of beneficiaries.

Investment powers, policy and performance

Under the terms of the Trust Deed, the Trustee have general powers of investment, subject to the provisions of the Trustee Act 2000. The Trustee has reviewed its investment strategy and produced an investment and fund strategy for 2014/15 which was approved by Monmouthshire County Council in its capacity as Trust administrator on 4th March 2015. Investments are strategically placed in low-risk investments. Investment performance is reviewed periodically in light of prevailing economic changes.

Grant making policy

Grants are made in pursuance of the Charity's objectives in assisting students in need to attend Usk Agricultural College, or at the discretion of the governing body, any other college, institution or university to pursue courses of study in agricultural subjects.

Changes in fixed assets

The movements in fixed asset investments during the year are set out in note 7 to the financial statements. During the year a new investment strategy was approved by the Trustees and as a result two new investments were made, these are detailed in note 7.

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Reserves,

The Fund consists primarily of the sale proceeds of the Former Monmouthshire Farm School by the governing body of the school to Monmouthshire County Council. The fund receives an annual payment from The Roger Edwards Educational Trust (Charity Number 525638) equivalent to two thirds of the annual investment and rental income accrued to the Foundation.

The Trust has reviewed its fund strategy and produced an investment and fund strategy for 2014-15 which states that it is the Trust's policy to maintain funds at approximately the current level and utilise the annual income received to fund its charitable expenditure. This was approved by Cabinet on the 4th March 2015.

Governance of the Charity

Representative Trustees appointed by Monmouthshire County Council have a term of office equivalent to the term of a County Council (four years); the other representative Trustees have a term of office of three years and the co-operative Trustees have a term of office of five years. The Trustees are listed on page 1.

Risk management

Monmouthshire County Council as appointed administrator of the Trust Fund periodically review the major risks to which the Charity is exposed as part of the Authority's overall risk management and financial control processes. The Roger Edwards Educational Trust provide significant income to this trust and forms the majority of income that can be used for grants. This income is received after the audited accounts have been agreed and therefore this is usually late in the financial year. A risk assessment policy was approved by Cabinet on 4th March 2015.

Auditors

The Wales Audit Office are the appointed auditors to the Charity.

Trustees responsibilities

The Trustees are required by charity law 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 net incoming/outgoing resources of the Charity as at the end of the financial year.

The Trustee confirms that suitable accounting policies have been used and applied consistently, and reasonable and prudent judgements and estimates have been made in the preparation of the financial statements for the year ended 31st March 2017. The Trustee also confirms that applicable accounting standards have been followed and that the financial statements have been prepared on the going concern basis.

The Trustee 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 1993. 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.

By order of the Trustee

Trustee:

Date:

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**Report of the independent examiner to the trustee of
Monmouthshire Farm Endowment Trust Fund**

I report on the accounts of Monmouthshire Farm Endowment Trust Fund for the year ended 31st March 2017, which are set out on pages 5 to 10.

Respective responsibilities of trustee and independent examiner

The charity's trustee is responsible for the preparation of the accounts. The charity's trustee considers that an audit is not required for this year under section 144(2) of the Charities Act 2011 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) 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 of explanations from you as trustee concerning 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.

Examiner's statement

In connection with my examination, no matter has come to my attention:

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

Ann-Marie Harkin
On behalf of the Auditor General for Wales
Date:

Wales Audit Office
24 Cathedral Road
Cardiff CF11 9LJ

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Statement of financial activities (Sofa) for the year ended 31st March 2017

	Notes	2017 Unrestricted Funds £	2016 Unrestricted Funds £
Income & Endowments from:			
Donations & Legacies		0	0
Charitable Activities		0	0
Investment income	2	24,816	23,314
Other Trading Activities		0	0
Other incoming resources (REET)		19,701	32,479
Total income & Endowments		44,517	55,793
Resources Expended			
Raising funds:			
Investment Property Professional fees		0	0
Management and administration		0	0
Movement in bad debt provision		0	0
		0	0
Charitable expenditure			
Costs of activities in furtherance of the Charity's objects			
Expenditure on charitable activities	3	26,209	27,651
Other expenditure	3 & 4	3,780	2,476
Total Resources expended		29,989	30,127
Gains/(losses) on investment assets	5	5,844	(23,167)
Net Income / Expenditure		20,372	2,499
Transfers between funds		0	0
Other Recognised Gains / (Losses)			
Gains/(losses) on the revaluation and disposal of tangible fixed assets		0	0
Net movement in funds		20,372	2,499
Fund balances brought forward 1 April 2016		704,932	702,433
Fund balances carried forward 31 March 2017		725,304	704,932

All incoming resources and resources expended are derived from continuing activities. There are no recognised gains or losses other than those disclosed above.

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Balance Sheet as at 31 March 2017

	Notes	2017 Unrestricted Funds £	2016 Unrestricted Funds £
Fixed assets			
Investments	7	617,796	611,952
		617,796	611,952
Current assets			
Debtors: amounts falling due within one year	8	25,305	35,393
Cash at bank and in hand		87,969	59,687
		113,274	95,080
Current Liabilities			
Creditors: amounts falling due within one year	9	5,766	2,100
Net current assets less current liabilities		107,508	92,980
Long term liabilities: Provisions		0	0
Net assets less Liabilities		725,304	704,932
The Funds of the Charity:			
Unrestricted Funds	10	725,304	704,932
Total Charity funds		725,304	704,932

The accounts were approved by the Trustee on 17th July 2017 and signed on their behalf by:

Trustee:

Date:

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Notes to the financial statements for the year ended 31st March 2017

1 Principal accounting policies

The financial statements have been prepared in accordance with applicable Accounting Standards in the United Kingdom and the Statement of Recommended Practice (SORP) Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (FRSSE) published in July 2014. A summary of the principal accounting policies, which have been applied consistently, are set out below.

Basis of accounting

The financial statements are prepared in accordance with the historical cost convention, as modified by the inclusion of investments and tangible fixed assets at market value. During the year the Charity reviewed its accounting policies in accordance with FRSSE 'Accounting Policies'. No accounting policies have been changed as a result.

Resources expended

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Incoming Resources

All income received is accounted for on a receivable basis and has been classified under the appropriate categories. The income received from the Roger Edwards Educational Trust is an estimation of income based on historical data, the actual income relating to 2016-17 has not been received at the time of this report, and therefore any adjustment will be made in the accounts for 2017-18.

Grants payable

Grants payable are accounted for in full as liabilities of the Charity when approved by the Trustee and accepted by the beneficiaries.

Management and administration

Monmouthshire County Council administer the Trust Fund on behalf of the Trustee. Management and administration costs include expenditure on administration of the Charity and compliance with constitutional and statutory requirements, and an appropriate apportionment of support service recharges and overhead apportionments.

Irrecoverable VAT

Any irrecoverable VAT is charged to the statement of financial activities, or capitalised as part of the cost of the related asset, where appropriate.

Recognition of liabilities

Liabilities are recognised when an obligation arises to transfer economic benefits as a result of past transactions or events.

Fund accounting

General funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity. Investment income and gains are allocated to the appropriate fund.

Investments

Investments are included at market value at the balance sheet date. Any realised and unrealised gains and losses on revaluation or disposals are combined in the statement of financial activities.

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Cash flow statement

The Charity is exempt from publishing a cash flow statement.

2 Investment income

	2017	2016
	£	£
Interest on government securities	0	0
Interest on cash balances	0	615
Interest on Investments	24,816	22,699
	24,816	23,314

3 Expenditure on Charitable Activities

	2017	2016
	£	£
Grants payable	26,209	27,651
Management & administration	3,780	2,476
	29,989	30,127

Grants payable comprise numerous payments to individual students in respect of part-time courses attended. It is not possible to provide further details due to restrictions of confidentiality.

4 Other Expenditure

	2017	2016
	£	£
Net incoming resources is stated after charging:		
Auditor's remuneration	2,560	1,701
	2,560	1,701

Though no specific indemnity insurance has been purchased by the Charity, the Fund is covered by Monmouthshire County Councils' fidelity guarantee insurance. Insurance covers financial losses incurred as a result of fraudulent acts conducted by Authority employees but does not cover the Trustee for any wrong decisions that may have been made.

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5 Gains and losses on revaluation and disposal of investment assets

	Market Value 31/03/16	Additions (Disposals)	Market Value 31/03/17	Gain/(Loss)
	£	£	£	£
2.5% Consolidated Stock	0		0	0
Charibond	199,805	0	205,761	5,956
OEIC	184,541	0	192,858	8,317
COIF	227,606	0	219,177	(8,429)
Total	611,952	0	617,796	5,844

The 2.5% consolidated stock was redeemed during the financial year with the realised loss accounted for in the SOFA. Following the redemption of this the funds were invested in line with the investment policy.

6 Taxation

The Charity is a registered charity, and as such is entitled to certain tax exemptions on income and profits from investments, and surpluses on any trading activities carried on in furtherance of the Charity's primary objectives, if these profits and surpluses are applied solely for charitable purposes.

The Charity falls with Monmouthshire County Council regulations for VAT, and therefore any liability is accounted for within Monmouthshire County Council.

7 Fixed asset investments

	Total £
Valuation at 1 April 2016	611,952
Additions	0
Disposals at opening market value	0
Net revaluation (loss) / gain	5,844
Valuation at 31 March 2016	617,796

Fixed asset investments solely consist of the quoted investments. All investments are stated at their market value at 31st March 2017. The historical cost of the investments at 31st March 2017 was £639,000. All of the Charity's investments are quoted in the UK. During the year a new investment strategy was approved by the trustees and as a result two new investments were made. The details of these are disclosed in the table below, being Charibond, COIF and OEIC Fund.

Investments with a market value greater than 5% of the total portfolio market value at 31st March 2017 are as follows:

	£	%
COIF	219,177	35.4
Charibond	205,760	33.3
OEIC Fund	192,859	31.3

The percentage shown above is the percentage of the total portfolio market value as at 31st March 2017.

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8 Debtors

	2017	2016
	£	£
Amounts falling due within one year		
Receivable from The Roger Edwards Educational Trust Fund	25,000	32,000
Accrued Interest Receivable	0	2,330
HM Revenue and Customs	305	1,063
	25,305	35,393

The majority of the debt relates to the payment from the Roger Edwards Educational Trust. This is an estimate of the income based on historical payments.

9 Creditors

	2017	2016
	£	£
Amounts falling due within one year		
Accruals and deferred income	5,766	2,100
	5,766	2,100

The amounts owed relate to audit fees and payments to Monmouthshire County Council to administer the trust.

10 Unrestricted Funds

	Balance 1 April 2016	Incoming resources	Resources Expended	Investment Gain/(Loss)	Balance 31 March 2017
	£	£	£	£	£
Permanent endowed funds	704,932	44,517	(29,989)	5,844	725,304

11 Related party transactions

No remuneration directly or indirectly out of the funds of the Charity was paid or payable for the year to any trustee. Payments have been made to Monmouthshire County Council respect of management and administration expenses.