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County Hall
Rhadyr
Usk
NP15 1GA

Monday 15th January 2024

Notice of meeting

Monmouthshire Farm School Endowment Trust

Tuesday, 23rd January, 2024 at 2.00 pm
Remote Meeting

AGENDA

Item No	Item	Pages
1.	Apologies for Absence.	
2.	Declarations of Interest.	
3.	To confirm and sign the minutes of the previous meeting of the Monmouthshire Farm School Endowment Trust.	1 - 2
4.	Monmouthshire Farm School Endowment Trust Fund Annual Report for the year ended 31st March 2023 and Independent Examination of Financial Statement Report - Monmouthshire Farm School Endowment Trust.	3 - 24
5.	To consider whether to exclude the press and public from the meeting during consideration of the following item of business in accordance with Section 100A of the Local Government Act 1972, as amended, on the grounds that it involves the likely disclosure of exempt information as defined in Paragraphs 12 and 14 of Part 4 of Schedule 12A to the Act. (Proper Officer's view attached).	25 - 26
6.	To consider a report by the Chief Officer for Children and Young People regarding applications received against the Trust Fund for the Academic Year 2023/24.	27 - 40
7.	Next Meeting: 15th July 2024 at 11.00am.	

Paul Matthews

Chief Executive

MONMOUTHSHIRE COUNTY COUNCIL
CYNGOR SIR FYNWY

THE CONSTITUTION OF THE COMMITTEE IS AS FOLLOWS:

Trustees:

Martyn Groucutt
David Jones
Jayne McKenna
Phil Murphy
Maria Stevens
Laura Wright
M. Cross
C. Andrews
R. Clark
H. Morgan
M. Rees
P. James
W. Symondson

Public Information

Access to paper copies of agendas and reports

A copy of this agenda and relevant reports can be made available to members of the public attending a meeting by requesting a copy from Democratic Services on 01633 644219. Please note that we must receive 24 hours notice prior to the meeting in order to provide you with a hard copy of this agenda.

Welsh Language

The Council welcomes contributions from members of the public through the medium of Welsh or English. We respectfully ask that you provide us with adequate notice to accommodate your needs.

Aims and Values of Monmouthshire County Council

Our purpose

To become a zero-carbon county, supporting well-being, health and dignity for everyone at every stage of life.

Objectives we are working towards

- Fair place to live where the effects of inequality and poverty have been reduced.
- Green place to live and work with reduced carbon emissions and making a positive contribution to addressing the climate and nature emergency.
- Thriving and ambitious place, where there are vibrant town centres and where businesses can grow and develop.
- Safe place to live where people have a home where they feel secure in.
- Connected place where people feel part of a community and are valued.
- Learning place where everybody has the opportunity to reach their potential.

Our Values

Openness. We are open and honest. People have the chance to get involved in decisions that affect them, tell us what matters and do things for themselves/their communities. If we cannot do something to help, we'll say so; if it will take a while to get the answer we'll explain why; if we can't answer immediately we'll try to connect you to the people who can help – building trust and engagement is a key foundation.

Fairness. We provide fair chances, to help people and communities thrive. If something does not seem fair, we will listen and help explain why. We will always try to treat everyone fairly and consistently. We cannot always make everyone happy, but will commit to listening and explaining why we did what we did.

Flexibility. We will continue to change and be flexible to enable delivery of the most effective and efficient services. This means a genuine commitment to working with everyone to embrace new ways of working.

Teamwork. We will work with you and our partners to support and inspire everyone to get involved so we can achieve great things together. We don't see ourselves as the 'fixers' or problem-solvers, but we will make the best of the ideas, assets and resources available to make sure we do the things that most positively impact our people and places.

Kindness: We will show kindness to all those we work with putting the importance of relationships and the connections we have with one another at the heart of all interactions.

Public Document Pack Agenda Item 3

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Monmouthshire Farm School Endowment Trust
Remote Attendance
Monday, 16th October, 2023 at 11.00 am

PRESENT: County Councillor Martyn Groucutt (Chair)

County Councillors: Jayne McKenna, Phil Murphy, Maria Stevens

Councillor M. Cross (Blaenau Gwent County Borough Council)

Councillor C. Andrews (Caerphilly County Borough Council)

Councillor R. Clark (Torfaen County Borough Council)

Mitchell Rees (Coleg Gwent) substituting for Helen Morgan

OFFICERS IN ATTENDANCE:

Gareth Peel

Accounting Technician Trainee

Richard Williams

Democratic Services Officer

Louise Connolly

Accounting Technician Trainee

APOLOGIES:

County Councillor David Jones

Penri James – representing Aberystwyth University

Helen Morgan – Coleg Gwent

1. Declarations of Interest

None received.

2. Confirmation of Minutes

The minutes of the meeting held on 17th July 2023 were confirmed as an accurate record.

3. Exclusion of the Press and Public

We excluded the press and public from the meeting during consideration of the following item of business in accordance with Section 100A of the Local Government Act 1972, as amended, on the grounds that it involved the likely disclosure of exempt information as defined in Paragraphs 12 and 14 of Part 4 of Schedule 12A to the Act.

4. To consider a report by the Chief Officer for Children and Young People regarding applications received against the Trust Fund for the Academic Year 2023/24.

We considered 51 applications received against the Trust Fund, presented on behalf of the Chief Officer for Children and Young People.

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Monmouthshire Farm School Endowment Trust Remote Attendance Monday, 16th October, 2023 at 11.00 am

The Trust resolved:

- (i) that awards be made to the 51 applicants, subject to appropriate receipts and evidence of attendance being received;
- (ii) that Monmouthshire County Council's Accounting Technician Trainee requests further clarity from an applicant in respect of their application for funding regarding accommodation;
- (iii) that Monmouthshire County Council's Accounting Technician Trainee requests further clarity from an applicant in respect of their application, as it was considered that the applicant might have a medical condition that might require additional IT support. If this is the case, further funding to the applicant, via the Trust, could be considered at the next meeting.
- (iv) that Monmouthshire County Council's Accounting Technician Trainee reviews the application form for funding via the Trust with a view to making it more user friendly for students.

The total amount of funding awarded to students at the meeting equated to £14,010.

5. Next Meeting

Monday 29th January 2024 at 11.00am.

The meeting ended at 12.26 pm.

**Monmouthshire Farm School Endowment
Trust Fund**

**Annual report
for the year ended 31 March 2023**

Registered Charity Number: 525649

**Monmouthshire Farm School Endowment Trust Fund
Annual report for the year ended 31st March 2023**

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Monmouthshire Farm School Endowment Trust Fund

Annual report for the year ended 31st March 2023

Trustees, officers and advisers

Trustees

R Edwards
Monmouthshire County Council
(left 11th July 2022)

P Murphy
Monmouthshire County Council

A Easson
Monmouthshire County Council
(left 11th July 2022)

D W H Jones
Monmouthshire County Council

B Thomas
Blaenau Gwent County Borough Council
(left 11th July 2022)

M. Cross
Blaenau Gwent County Borough Council
(started 11th July 2022)

Dr W O C Symondson
University of Wales College Cardiff

R Clark
Torfaen County Borough Council

M Feakins
Mounmouthshire County Council
(left 11th July 2022)

B Jones
Monmouthshire County Council
(left 11th July 2022)

M Groucutt
Monmouthshire County Council
(started 11th July 2022)

J McKenna
Monmouthshire County Council
(started 11th July 2022)

M. Stevens
Monmouthshire County Council
(started 11th July 2022)

L. Wright
Monmouthshire County Council
(started 11th July 2022)

P. James
University College Wales Aberystwth

Helen Morgan
Director Usk Campus – Coleg Gwent

D Havard
Caerphilly County Borough Council
(left 11th July 2022)

C. Andrews
Caerphilly County Borough Council
(started 11th July 2022)

Secretary
James Williams
Head of Legal Services
Monmouthshire County Council

Registered Office

County Hall, The Rhadyr, Usk, NP15 1GA

Investment custodian

Monmouthshire County Council

Independent Examiners

Audit Wales, 1 Capital Quarter, Tyndall Street
Cardiff CF10 4BZ

Bankers

Barclays Bank
1-5 St David's Way
St David's Centre
Cardiff
CF10 2DP

Solicitors

James Williams
Head of Legal Services
Monmouthshire County Council

Monmouthshire Farm School Endowment Trust Fund

Annual report for the year ended 31st March 2023

Report of the Trustees for the year ended 31st March 2023

The Trustees present their annual report and the independently examined financial statements for the year ended 31st March 2023 of The Monmouthshire Farm School Endowment Trust Fund. The information with respect to the Trustees, officers and advisers set out on page 1 forms part of this report. The financial statements have been prepared in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS102) issued on 16th July 2014 and Charity Act 2011. 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. The Trustees also have regard to the Charity Commission's guidance on public benefit.

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 facilities or amenities at Usk College which would benefit these students. The grants 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. The total grant awards were £3,871 (£9,182 in 2021/22).

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 is set out below.

The Fund has decreased in value by £61,321 (£30,045 increase in 2021/22) over the financial year as a result of losses on unrealised investments which exceeded income resources.

Income consists of dividends and interest from investments and cash held of £26,287 (£23,448 in 2021/22), and £1,077 (£4,716 2021/22) in respect of the annual payment from the Roger Edwards Educational Trust. Expenditure of £5,839 (£10,840 in 2021/22) primarily comprised grants payable of £3,871 (£9,182 in 2021/22) in line with the Charity's objects. An unrealised investment loss of £82,846 (£12,721 gain in 2021/22) was made in relation to investments held.

The current strategy is to ensure that there are sufficient funds to meet the needs of beneficiaries. This income generation forms the main basis of the following year's grant allocations to ensure continuity and non-degradation of the fund's capital assets and to perpetuate the Charity as a going concern.

Investment powers, policy and performance

Under the terms of the Trust Deed, the Trustees have general powers of investment, subject to the provisions of the Trustee Act 2000. The Trustees have reviewed their investment strategy and produced an investment and fund strategy for 2022/23 which was approved by Monmouthshire County Council in its capacity as Trust administrator on 2nd March 2022. 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.

Monmouthshire Farm School Endowment Trust Fund Annual report for the year ended 31st March 2023

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 is entitled to receive an annual payment from The Roger Edwards Educational Trust (Charity Number 525638) equivalent to two thirds of the net annual investment and rental income accrued to the Trust.

The Trust has reviewed its fund strategy and produced an investment and fund strategy for 2022/23 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 3rd March 2022.

Governance of the Charity

Representative Trustees appointed by Monmouthshire County Council have a term of office equivalent to the term of a County Council (five years); the other representative Trustees have a term of office of three years and the co-opted Trustees have a term of office of five years. County Council Trustees are elected to the board of Trustees. Trustees that represent other organisations are internally appointed. 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 processes. The Roger Edwards Educational Trust has historically provided significant income to this trust to be used for the distribution of grants. This income is received after the independent examination of the accounts and therefore this is usually late in the financial year. A risk assessment policy was approved by Cabinet on 2nd March 2022.

Independent examiners

Audit Wales are the appointed independent examiners 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 Trustees confirm 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 2023. The Trustees also confirm that applicable accounting standards have been followed and that the financial statements have been prepared on the going concern basis.

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 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 Trustees

Trustee:

Date:

Report of the independent examiner to the Trustees of Monmouthshire Farm School Endowment Trust Fund

Monmouthshire Farm School Endowment Trust Fund Annual report for the year ended 31st March 2023

I report on the accounts of Monmouthshire Farm School Endowment Trust Fund for the year ended 31 March 2023, which are set out on pages 4 to 11.

Responsibilities and basis of report

As the charity's Trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 (the Act). You are satisfied that the accounts are not required to be audited by charity law and have chosen instead to have an independent examination.

I report in respect of my examination of your charity's accounts as carried out under section 145 of the Act; In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the Act.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the accounts. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently, I express no opinion as to whether the accounts present a 'true and fair' view and my report is limited to those specific matters set out in the independent examiner's statement.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

- accounting records were not kept as required by section 130 of the Act; or
- the accounts do not accord with those records; or
- the accounts do not comply with the applicable requirements concerning the form and content set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Adrian Crompton
Auditor General for Wales
26 January 2024

1 Capital Quarter
Cardiff
CF10 4BZ

Monmouthshire Farm School Endowment Trust Fund
Annual report for the year ended 31st March 2023

Statement of financial activities (Sofa) for the year ended 31st March 2023

	Notes	2023 Unrestricted Funds £	2022 Unrestricted Funds £
Income & Endowments from:			
Investment income	2	26,287	23,448
Income from Roger Edwards Educational Trust		1,077	4,716
Total income & Endowments		27,364	28,164
Resources Expended			
Charitable expenditure			
Costs of activities in furtherance of the Charity's objects			
Expenditure on charitable activities	3	(3,871)	(9,182)
Other expenditure	3 & 4	(1,968)	(1,658)
Total Resources expended		(5,839)	(10,840)
(Losses) / Gains on investment assets	5	(82,846)	12,721
Net Income / (Expenditure)		(61,321)	30,045
Net movement in funds			
Fund balances brought forward 1 April 2022		683,970	653,925
Fund balances carried forward 31 March 2023		622,649	683,970

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

Monmouthshire Farm School Endowment Trust Fund
Annual report for the year ended 31st March 2023

Balance Sheet as at 31 March 2023

	Notes	2023	2022
		Unrestricted Funds	Unrestricted Funds
		£	£
Fixed assets			
Investments	7	560,755	643,602
		560,755	643,602
Current assets			
Debtors: amounts falling due within one year	8	1,138	7,306
Cash at bank and in hand		62,819	34,927
		63,957	42,233
Current Liabilities			
Creditors: amounts falling due within one year	9	(2,063)	(1,865)
Net current assets		61,894	40,368
Net assets		622,649	683,970
The Funds of the Charity:			
Unrestricted Funds	10	622,649	683,970
Total Charity funds		622,649	683,970

The financial statements were approved by the Trustees on 17th July 2023 and signed on their behalf by:

Trustee:

Date:

**Monmouthshire Farm School Endowment Trust Fund
Annual report for the year ended 31st March 2023**

**Notes to the financial statements for the year ended 31st March
2023**

1 Principal accounting policies

Basis of accounting

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS102) issued on 16th July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic (FRS 102) and Charity Act 2011.

The trust constitutes a public benefit entity as defined by FRS 102. The Trustees consider that there are no material uncertainties about the Trust's ability to continue as a going concern.

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 from the Roger Edwards Educational Trust is an estimate of the income to be received for the year.

Grants payable

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

Management and administration

Monmouthshire County Council administer the Trust Fund on behalf of the Trustees. 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. The basis of the apportionment is a fixed fee agreed with the Trustees of £200 per year.

Debtors/ Creditors

Where revenue and expenditure have been recognised but cash has not been received or paid, a debtor or creditor for the relevant amount is recorded in the Balance Sheet. Where debts may not be settled, the balance of debtors is written down and a charge made to revenue for the income that might not be collected.

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.

Monmouthshire Farm School Endowment Trust Fund Annual report for the year ended 31st March 2023

Assumptions made about the future and other major sources of estimation uncertainty

The Statement of Accounts contains estimated figures that are based on assumptions made by the Trust about the future or that are otherwise uncertain. Estimates have been made taking into account historical experience, current trends and other relevant factors. However, because balances cannot be determined with certainty, actual results could be different from the assumptions and estimates.

The items in the Trust's Balance Sheet at 31st March 2023 for which there is a significant risk of adjustment in the forthcoming financial year are as follows:

The revaluation of investment property and property funds

Changes in the valuation assumptions used, together with significant changes in rental growth could affect (increase or decrease) the fair value of property-based investments. Indicative net asset statements for property funds are subject to uncertainty at the reporting date and the valuation for pooled property funds and investment property is less reliable than usual. As the investments are held on a long-term strategy basis, the fund does not foresee any long-term negative effect in the generation of future income streams.

Cash flow statement

The Charity has taken exemption from preparing a cash flow under Charities SORP FRS 102 Update Bulletin 1.

2 Income from Investments

	2023	2022
	£	£
Interest on cash balances	1,072	151
Income from Investments	25,215	23,297
	26,287	23,448

3 Expenditure on Charitable Activities

	2023	2022
	£	£
Grants payable	(3,871)	(9,182)
Management & administration	(1,968)	(1,658)
	(5,839)	(10,840)

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

4 Governance Costs

Monmouthshire Farm School Endowment Trust Fund
Annual report for the year ended 31st March 2023

	2023	2022
	£	£
Net incoming resources is stated after charging:		
Independent Examiner's remuneration	(1,458)	(1,458)
	(1,458)	(1,458)

No indemnity insurance for Trustees liability has been purchased by the Charity. Though no specific indemnity insurance has been purchased by the Charity, the Fund is covered by Monmouthshire County Council's fidelity guarantee insurance. Insurance covers financial losses incurred as a result of fraudulent acts conducted by Authority employees but does not cover the Trustees for any wrong decisions that may have been made. Governance costs have remained the same during the year as a result of the Public Audit Wales Act and in particular the duty placed on the Wales Audit Office to ensure full cost recovery in its audit fees. The audit fee is included in the management and administration spend as per note 3.

5 Gains and losses on revaluation and disposal of investment assets

	Market Value 2022	Market Value 2023	Gain/(Loss)
	£	£	£
M&G Charibond	224,812	208,660	(16,151)
UBS Multi-Asset Income Fund	168,600	141,092	(27,508)
COIF Charities Property Fund	250,190	211,003	(39,187)
Total	643,602	560,755	(82,846)

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

Monmouthshire Farm School Endowment Trust Fund
Annual report for the year ended 31st March 2023

	£
Valuation at 1 April 2022	643,602
Purchase	0
Net revaluation loss	(82,846)
Valuation at 31 March 2023	560,755

Fixed asset investments solely consist of the quoted investments. All investments are stated at their market value at 31st March 2023. The historical cost of the investments at 31st March 2023 was £639,000. All of the Charity's investments are quoted in the UK. 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 2023 are as follows:

	£	%
COIF Charities Property Fund	211,003	38%
M&G Charibond	208,660	37%
UBS Multi-Asset Income Fund	141,092	25%

The percentage shown above is the percentage of the total portfolio market value as at 31st March 2023.

8 Debtors

	2023	2022
	£	£
Amounts falling due within one year		
Roger Edwards Educational Trust	1,076	4,716
Other	62	2,590
	1,138	7,306

9 Creditors

Monmouthshire Farm School Endowment Trust Fund
Annual report for the year ended 31st March 2023

	2023 £	2022 £
Amounts falling due within one year		
Accruals and deferred income	(2,063)	(1,865)
	(2,063)	(1,865)

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

10 Unrestricted Funds

	Balance 1 April 2022 £	Incoming resources £	Resources Expended £	Investment Gain/(Loss) £	Balance 31 March 2023 £
Permanent endowed funds	683,970	27,364	(5,839)	(82,846)	622,649

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 Trustees. Payments have been made to Monmouthshire County Council respect of management and administration expenses.

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Independent Examination Report – the Monmouthshire Farm School Endowment Trust Fund

Examination year: 2022-23

Date issued: January 2024

Document reference: 3962A2023

This document has been prepared as part of work performed in accordance with statutory functions.

In the event of receiving a request for information to which this document may be relevant, attention is drawn to the Code of Practice issued under section 45 of the Freedom of Information Act 2000. The section 45 code sets out the practice in the handling of requests that is expected of public authorities, including consultation with relevant third parties. In relation to this document, the Auditor General for Wales and the Wales Audit Office are relevant third parties. Any enquiries regarding disclosure or re-use of this document should be sent to the Wales Audit Office at infoofficer@audit.wales.

We welcome correspondence and telephone calls in Welsh and English. Corresponding in Welsh will not lead to delay. Rydym yn croesawu gohebiaeth a galwadau ffôn yn Gymraeg a Saesneg. Ni fydd gohebu yn Gymraeg yn arwain at oedi.

Contents

We intend to issue an unqualified examiners' report on your accounts. There are some matters to report to you prior to their approval.

Independent Examination Report

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Independent examination report

Introduction

- 1 The charity's Trustee is responsible for preparing the financial statements in accordance with the Charities Act 2011 (the Act) and have considered that this year under section 144(2) of the Act an independent examination is needed of them.
- 2 We are responsible for providing an independent examiners' report on the Monmouthshire Farm School Endowment Trust Fund (the Fund) financial statements as at 31 March 2023. An independent examination involves reviewing whether the charity has, in all material respects:
 - maintained accounting records in accordance with Section 130 of the Act; and
 - prepared accounts which accord with the accounting records and comply with the accounting requirements of the Act.
- 3 We are also required to report to you any matter that, in our opinion, attention should be drawn to enable a proper understanding of the accounts to be reached prior to the accounts being approved by the trustees. Where this is the case our team has already discussed these issues with officers.
- 4 In our professional view, we have complied with the ethical standards that apply to our work; remain independent of yourselves; and our objectivity has not been compromised in any way. There are no relationships between ourselves and yourselves that we believe could undermine our objectivity and independence.

Proposed examiners' report

- 5 We intend to issue an unqualified examiners' report on this year's accounts. Our proposed report is set out in **Appendix 1**.

Issues arising from the examination

Uncorrected misstatements

6 There are no misstatements identified in the accounts which remain uncorrected.

Corrected misstatements

7 There were some minor amendments relating to presentation or narrative detail. There are no further misstatements arising from our examination which we need to bring to your attention.

Appendix 1

Proposed examiners' report

Report of the independent examiner to the Trustees of Monmouthshire Farm School Endowment Trust Fund

I report on the accounts of Monmouthshire Farm School Endowment Trust Fund for the year ended 31 March 2023, which are set out on pages 4 to 11.

Responsibilities and basis of report

As the charity's Trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 (the Act). You are satisfied that the accounts are not required to be audited by charity law and have chosen instead to have an independent examination.

I report in respect of my examination of your charity's accounts as carried out under section 145 of the Act; In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the Act.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the accounts. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently, I express no opinion as to whether the accounts present a 'true and fair' view and my report is limited to those specific matters set out in the independent examiner's statement.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

- accounting records were not kept as required by section 130 of the Act; or
- the accounts do not accord with those records; or
- the accounts do not comply with the applicable requirements concerning the form and content set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Adrian Crompton
Auditor General for Wales
26 January 2024

1 Capital Quarter
Cardiff
CF10 4BZ



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We welcome correspondence and telephone calls in Welsh and English.
Rydym yn croesawu gohebiaeth a galwadau ffôn yn Gymraeg a Saesneg.

SCHEDULE 12A LOCAL GOVERNMENT ACT 1972 EXEMPTION FROM DISCLOSURE OF DOCUMENTS

REPORT: APPLICATIONS FOR FUNDING

AUTHOR: SUPPORT SERVICES MANAGER - CYP

MEETING AND DATE OF MEETING: MONMOUTHSHIRE FARM SCHOOL
ENDOWEMENT TRUST
TUESDAY 23RD JANUARY 2024

I have considered grounds for exemption of information contained in the report referred to above and make the following recommendation to the Proper Officer:-

Exemptions applying to the report:

Likely to reveal information relating to a particular individual (Paragraph 12).

Information relating to the financial or business affairs of any particular person (including the authority holding that information) (Paragraph 14).

Factors in favour of disclosure:

Accountability of the Trustees for the proper disbursement of Trust Funds.

Prejudice which would result if the information were disclosed:

May discourage potential applicants (Applications depend on assessment of financial need).

My view on the public interest test is as follows:

Factors against disclosure outweigh those in favour.

Recommended decision on exemption from disclosure:

Withhold

Date: 8th January 2024

Signed: Sophie Evans – submitted electronically

Post: Deputy Finance Manager

I accept the recommendation made above.

Nikki Wellington – Submitted electronically
Proper Officer

Date: 8th January 2024

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of the Local Government Act 1972.

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