

*Parry Family
Charitable
Foundation*

**Trustees' Annual Report
& Accounts 2016-17**

9 Oct 2017

Date of constitution: 24 October 2014

Charity registered in England and Wales No. 1159701

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Trustees' Annual Report

1. Reference & Administration Details

Charity's Name: Parry Family Charitable Foundation (pfcf)
pfcf is a Grant Making Charity

Registered Charity No: 1159701

Charity's Principal address:

Moles End
Wootton Rivers
Marlborough
Wiltshire
SN8 4NH

email: pfcf@dgp49.plus.com

web site: <http://parrycharity.com/>

Trustees

<u>Name</u>	<u>Office</u>	<u>Term to</u>
Joanna Parry	Chairman	20 Oct 18
Ann Parry	Secretary to the Trustees	20 Oct 19
David Parry	Treasurer	20 Oct 19
Joanne Parry		20 Oct 17
Nick Parry		20 Oct 17

Advisors

➤ Bankers
Cooperative Bank plc
PO Box 250
Delf House
Southway
Skelmersdale
WN8 6WT

➤ Stockbrokers
& Investment
Platform
Hargreaves Lansdown
1 College Square South
Anchor Road
Bristol
BS1 5HL

➤ Independent
Examiner
Karen Davis MAAT
6 Macneice Drive
Marlborough
Wiltshire
SN8 1TR

2. Structure, Governance and Management

- ❑ **Governing document:** Constitution dated 24 Oct 2014
- ❑ **Basis of Constitution :** Charitable Incorporated Organisation (CIO)
- ❑ **Trustee Selection:** by existing trustees. Trustees serve a 5 year term with the option to offer themselves for a further period of office. Founding trustees initially have periods of office ranging from 3 to 5 years to avoid all trustees coming up for selection at the same time.
- ❑ **Trustee Training :** Current trustees have been selected for their skill sets which collectively cover the current and foreseeable needs of the Foundation. Full use is made of the Charity Commission's guidance and support dealing with trustees' responsibilities and skill requirements. Trustees will regularly review the demands on the trustee body and seek guidance and training as circumstances demand. Given the Foundation is primarily a grant making charity, the range of skills, knowledge and experience demanded are more concentrated.
- ❑ **Risk Management :** Foundation's [Risk Management Policy](#) can be found on our web site.

3. Objectives & Activities

- ❑ **Objectives:** To advance for the public benefit such charitable purposes according to the law of England and Wales as the trustees see fit from time to time. PFCF is a grant making charity focusing on discrete projects not general funding.

Key focus areas are:

1. People in need
2. Tackling poverty
3. Saving lives & improving health.

We primarily support energetic and highly efficient small and medium sized charities registered in UK that have a proven track record and are making a meaningful difference to people's lives. We have launched this year our own programme called the Waldorf Experience aimed at tackling loneliness and bringing the younger and older generations together.

A more detailed explanation of the Foundations [Strategy & Policy](#) can be found on our website.

A key objective of the Foundation is to ensure the maximum amount of our grants is spent on front line activities. This demands that the Foundation itself is run with minimum cost and secondly we only entertain applications from charities that can demonstrate high levels of efficiency.

□ **Activities:**

Trustees have regard to the guidance issued by the Charity Commission on public benefit in exercising their powers and duties. All trustees have read the Charity Commission's guidance on public benefit. Our grant programme and processes have been tested against the public benefit requirement.

The Foundations [Grant Programme](#) and [Grant Process](#) can be found on our website.

The Foundation's constitution was approved on 24 October 2014 and the charity gained registration with the Charity Commission on 19 December 2014. The early work undertaken by the trustees has been devoted to putting in place an appropriate structure, agreeing policy and developing relevant processes. Relationships have been fostered with charities and not for profit organisations. We made our first grant on 23 July 2015 and have continued to make main and small grants ever since subject to the annual grant budgets approved by the trustees.

4. Achievements & Performance

□ **Summary:**

In the year under review we have made good progress making grants to fund good projects and causes while at the same time continuing to build our endowment fund. Although the annual Grant Programme target is 4% of the endowment fund's value, we set an annual grant budget of £20,000 for 2016/17 with the majority funded by donations. Grants totalling £19,129 were approved and made in 2016/17.

During the year, as expected, donations have exceeded approved grants. The donation surplus after modest running costs has boosted the endowment fund.

Our investments have benefited from continuing bull markets across the globe. The Endowment Fund is unrestricted with the only conditions being those under our constitution and Charity law. We have started on our quest to build substantial reserves to fund future grant programmes.

On 30 June 2017 our investments were valued at £323,625.01 with, in addition, total cash balances of £67,590.24 making a total of £391,215.25.

The Foundation's documentation and processes are in good shape but are regularly reviewed. Trustees Expenses & Remuneration policy was added during the year. Under the Constitution, trustees can only claim reasonable expenses.

Relationships with charities and not for profit organisations continue to be fostered and the trustees are pleased with progress.

5. Grants:

Grant Budget

The Grant Budget for 2016/17 was £20,000 of which £2000 was allocated to the Small Grants Pot (SGP) which caters for grants up to £500. Main grants totalled £16,959.25 with an additional £2,170 from SGP.

Grants

Three main grants were made:

1. £11,908.83 to Institute in the Park in Liverpool to purchase a ThermoFisher Scientific EVOS XL Cell Imaging System which will aid three main research groups focusing on childhood illnesses.
2. £3,388.60 to Infosound, a very small charity based in Brighton, with a big reach, providing a free news and information service, in audio, to over 25,000 blind and partially-sighted people across Great Britain. The grant was needed to replace old and increasingly unreliable audio equipment. This grant was also a new venture into "matched" funding whereby we challenged Infosound to raise £1000 towards the cost of the kit with the Foundation contributing the balance of £3,388.60.
3. A further £1,639.82 was spent to fund our own programme called the Waldorf Experience which aims to tackle loneliness and bring the generations together. This enabled two concerts and six afternoon teas with

entertainment to be held at partner schools in Marlborough and Windermere.

In addition **£2,170** was paid to 7 charities from our SGP.

Full details of the grants can be found on our web site under the various blogs. A current record of grants is maintained, [Record of Grants](#), and can be accessed on the Foundation's web site.

6. Financial Review

□ Reserves:

The Foundation's Endowment Fund represents its Reserves. The funds are unrestricted and will be used primarily to finance future annual Grant Budgets. However, trustees can use the Endowment Fund as they think fit within the constraints of Charity law and the Foundation's governing document. Donations received will be used to both fund part of the grant programme and to grow the Endowment Fund. In the early years the Endowment Fund will not be of a size to generate sufficient returns to finance the target annual Grant Budgets. Therefore donations will form the major share of the Grant Budgets resulting in the Endowment Fund being added to at a more modest rate probably over the next ten years. Longer term the Endowment Fund's dividends and capital appreciation will increasingly form the major funding share of the Grant Budgets. The medium term target for the Endowment Fund we set at the launch of the Foundation was £250,000. This target has now been achieved some three years ahead of schedule. The revised target is £500,000 which we hoped to achieve by 2025. Given our progress this target has now be brought forward to 2022. An Endowment Fund of £0.5m would be a major milestone as such a fund should be able to generate a return of £20,000 per annum which would finance our annual grant budget without any further donations. All growth above £0.5m would allow the trustees to increase the annual Grant Budget.

At our year end on **30 June 2017**, our investments were valued at **£323,625** with in addition **£22,119** held as cash pending investment plus cash at bank and on deposit of **£45,471**.

The endowment fund is mainly invested in pooled securities and ETF trackers quoted on the London

Stock Exchange. The Foundation's investment approach is set out in [Investment Policy & Management](#) which can be found on our web site.

However because of turbulent market conditions relatively high levels of cash are being held. Investment increased from growth and dividends by **£68,574** over the year representing a **30.7% pa** return. This excellent result should not be seen as a marker for future performance. A current detailed summary and analysis of the Foundation's investments can be viewed on our website under [Endowment Fund](#). Trustees have amended the target returns for the Endowment Fund to better reflect our growth strategy and lack of need currently for dividends. The new targets are for an annual overall growth of 5% pa compound with no target set for dividends. These targets will be reviewed regularly.

Donations:

The Foundation is currently funded through donations from the trustees. Donations from supporters would be gladly received but at present there are no plans to actively fund raise.

The donations received this year were **£39,950** and the trustees anticipate a similar amount in **2017/18**. Gift Aid claimed was **£9,988**.

Other:

Our published set of Accounts can be found on pages 9 to 15.

The trustees wish to express their gratitude to our Independent Examiner, Karen Davis, who has undertaken her duties without receiving a fee.

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees.

Signatures



Full Name

David Graham Parry

Ann Patricia Parry

Position

Trustee & Treasurer

Trustee & Secretary

Date

20 Aug 2017

20 Aug 2017

Statement of Financial Activities for year ending

30-Jun-17

	Notes	2016/17 Unrestricted Funds	2015/16 Unrestricted Funds
Incoming Resources			
Voluntary Income	4	£49,938	£84,397
Activities for generating funds		£0	£0
Investment Income	5	£4,328	£1,561
Charitable Activities		£0	£0
Other		£0	£0
Total		£54,266	£85,959
Resources Expended			
Investment Management Costs	6	£0	£0
Charitable Activities	7	£19,129	£25,420
Governance Costs	8	£1,119	£800
Other		£0	£0
Total		£20,248	£26,219
Net Incoming Resources before recognised gains/losses		£34,018	£59,739
Gains/losses on revaluation of investment assets	9	£68,574	£19,943
Net Movement in Funds		£102,592	£79,683
Total Funds b/fwd		£288,515	£208,833
Total Funds c/fwd		£391,107	£288,515

Balance Sheet as at		30-Jun-17	30-Jun-16
Fixed Assets			
Tangible Assets		£0	£0
Investments	10	£323,625	£225,027
Total		£323,625	£225,027
Current Assets			
Debtors		£0	£0
Cash at bank, on deposit and in hand	11	£67,590	£64,710
Total		£67,590	£64,710
Creditors (falling due within 12 months)		£108	£1,222
Net Current Assets		£67,482	£63,488
Total Assets less current Liabilities		£391,107	£288,515
Creditors (falling due after 12 months)		£0	£0
Net Assets		£391,107	£288,515
Funds of Charity			
Unrestricted Funds		£391,107	£288,515
Total		£391,107	£288,515

The financial statements have been approved by the trustees.

Signed on behalf of the charity's trustees.

Signatures




Full Name David Graham Parry
Position Trustee & Treasurer
Date 20 Aug 2017

Ann Patricia Parry
Trustee & Secretary
20 Aug 2017

Notes to the Accounts

1. Basis of preparation

Basis of accounting

These accounts have been prepared on the basis of historic cost (except that investments are shown at market value) in accordance with:

- Accounting and Reporting by Charities - Statement of Recommended Practice (SORP 2005);
- Accounting standards;
- the Charities Act

Change in basis of accounting

None.

Changes to previous accounts

None.

2. Accounting Policies

This standard list of accounting policies has been applied by the charity.

Incoming Resources

- Recognition of incoming resources: These are included in the Statement of Financial Activities (SoFA) when:
 - the charity becomes entitled to the resources;
 - the trustees are virtually certain they will receive the resources; and
 - the monetary value can be measured with sufficient reliability.
- Incoming resources with related expenditure: Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the SoFA.
- Grants and donations: Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.
- Tax reclaims on donations and gifts: Incoming resources from tax reclaims are included in the SoFA at the same time as the gift to which they relate.
- Contractual income and performance related grants: This is only included in the SoFA once the related goods or services have been delivered.
- Gifts in kind:
 - Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised.
 - Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity.
 - Gifts in kind for use by the charity are included in the SoFA as incoming resources when receivable.
- Donated services and facilities: These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material.

The value placed on these resources is the estimated value to the charity of the service or facility received.

- **Volunteer help**: The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.
- **Investment income**: This is included in the accounts when receivable.
- **Investment gains and losses**: This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

Expenditure and Liabilities

- **Liability recognition**: Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.
- **Governance costs**: Include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.
- **Grants with performance conditions**: Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.
- **Grants payable without performance conditions**: These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity.
- **Support Costs**: Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, e.g. allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Assets

- **Tangible fixed assets for use by charity**: These are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost or a reasonable value on receipt.
- **Investments**: Investments quoted on a recognised stock exchange are valued at market value at the year end. Other investment assets are included at trustees' best estimate of market value.
- **Stocks and work in progress**: These are valued at the lower of cost or market value.

3. General

- At the financial year end the Foundation has no
 - guarantees given to a third party giving rise to a liability
 - outstanding debts secured by an express charge on any assets
- All funds are unrestricted
- The Endowment Fund represented by the Investment Assets can be used at the trustees discretion subject to the Foundation's constitution and Charity Law
- Additional analysis and complementary documents can be found on the Foundation's website <http://parrycharity.com/>
- Foundation has no staff

- ❑ There are no support costs associated with grant making.
- ❑ The grants made this financial year are set out in section 5 of the Trustees Annual Report and a fuller exposition can be found on the Foundation's web site <http://parrycharity.com/> under *Record of Grants*. All grants would ordinarily be made to registered charities and/or not for profit organisations.
- ❑ Foundation has no tangible fixed assets

Notes

	2016/17	2015/16
4 Voluntary Income:		
Donations	£39,950	£65,200
Tax reclaim	£9,988	£16,300
Donation from Ann & David Parry Trust CAF	£0	£2,897
Total	£49,938	£84,397
5 Investment Income:		
Dividends	£4,212	£1,500
Bank Account Interest	£110	£40
Investment Account Interest	£6	£21
Total	£4,328	£1,561
6 Investment Management Costs		
All trading costs are included in purchase costs and sale proceeds of individual transactions and not charged to Investment Management Costs		
Trading Costs	£25	£138
Platform & other charges	£0	£0
7 Charitable Activities:		
Main Stream Grants	£16,959	£23,970
Small Grants Pot	£2,170	£1,450
Total	£19,129	£25,420
Details of grants made can be found in the <i>Trustees Annual Report</i> and <i>Record of Grants</i> . Both documents can be found on the Foundation's website		
8 Governance Costs:		
Independent Examiners fees ¹	£0	£0
Trustee expenses ²	£506	£576
Bank charges	£0	£45
Web site costs ³	£130	£118
Other governance costs	£483	£60

Total	£1,119	£800
¹ Independent Examiners fees		
Reporting on accounts	£0	£0
Other including advice	£0	£0
² Trustees expenses		
No of trustees paid expenses	1	1
Nature of expenses	travel	travel

³ Website costs

Related parties' disclosure. Web services are provided via Branch Network Ltd whose managing director and major shareholder is Mr Nick Parry who is also a Foundation Trustee. These services are provided at cost.

9 Gains/losses on revaluation of investment assets

Revaluation	£68,574	£19,943
Disposals	£0	£0
Total	£68,574	£19,943

10 Investment Assets

Holdings are shown at market value on balance sheet date

	Market Value at 30-Jun-17	Income for period ending 30-Jun-17
Investments listed on a recognised stock exchange or held in common investment funds, open ended investment companies, unit trusts or other collective investment schemes	£323,625	£4,212
Cash held at stockbrokers	£22,119	£6
Other Investments	£0	£0
Total	£345,744	£4,218

Change in market value of Investments over 2016/17	
Market Value of investments at beginning of year	£225,027
add: additions at cost	£30,024
less: disposals at carrying value	£0
add: net gain/(loss) on revaluation at year end	£68,574
Market Value of investments at end of year	£323,625

Schedule of Holdings representing 5% or more of the portfolio
by value at 30-Jun-17

Holding	Value	% of portfolio
Finsbury Growth & Income Trust plc	£51,050.80	16%
Jupiter Euro Opportunities Trust	£26,211.38	8%
Pacific Assets Trust	£28,291.84	9%
Scottish Mortgage Investment Trust	£60,449.76	19%
Vanguard Funds plc S&P 500 UCITS ETF USD	£37,063.80	11%
Vanguard Funds plc FTSE 100 UCITS ETF	£29,049.35	9%
JP Morgan US Smaller Trust	£30,743.64	9%
Fidelity Asian Values	£29,031.06	9%
JP Morgan Mid Cap Trust	£9,658.89	<5%
Fidelity Asian Values subscription shares	£458.72	<5%
Woodford Patient Capital Trust PLC	£21,615.77	7%

The above holdings will include all investments at the financial year end plus those current at the time this report was written. Values and analysis will only reflect the position at the financial year end.

Breakdown and analysis of the Investment Portfolio and its performance can be found in *Endowment Fund* document on the Foundation's web site

11 Cash at bank and in hand

Cash held at stockbrokers	£22,119
Cash held at bank	£15,471
Deposits	£30,000
Total	£67,590

**Independent Examiner's Report on the Accounts
Report to the trustees of Parry Family Charitable Foundation
On the Accounts for year ended 30 June 2017
Charity No 1159701**

I report on the accounts of the Foundation for the year ended 30 June 2017, which are set out on pages 9 to 15.

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 commission under section 145(5)(b) of the 2011 Act
- 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 next statement.

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

Signature: 

Name:	Karen Davis
Relevant professional qualification or body:	MAAT
Address:	6 Macneice Drive Marlborough Wiltshire SN8 1TR

Date: 5 Oct 2017