

TONY RAMPTON TRUST
(A Company Limited by Guarantee)

Report and Financial Statements

For the year ended

31st December 2018

Registered Number: 1160176

Charity Number: 267109

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Tony Rampton Trust
Report and Financial Statements
For the year ended 31st December 2018

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Tony Rampton Trust

Report of the Trustees and the Council of Management **For the year ended 31st December 2018**

The Trustees and the Council of Management submit their report and the financial statements of the Company for the year ended 31st December 2018.

Council of Management

Mr J.J. Pearmund (Chair)	
Mr R.S. Colledge	
Mr N. Finnigan	
Ms M.P. Johnston	
Ms A. Kennedy	
Mr A. Langridge	resigned 27 February 2019
Mr P.R. Poole	
Mr J.R.A. Rampton	
Mrs C.N. Southam	
Ms D.M.A. Ward	
Mr G. Marshall	
Mr J.S. Tinning	
Mrs D. Redman	appointed 23 rd March 2018
Mrs D. Ali	appointed 23 rd March 2018

Company Secretary & Administrator

Mrs S. Lingwood

The Trustees unless stated served throughout the year. In accordance with the Articles of Association, the members of the Council retiring by rotation are Ms M. P. Johnson, Mr N. Finnigan, Mr P. R. Poole, Mr G. Marshall, being eligible, are offering themselves for re-election. Members of the Council may be appointed by Members of the Company in general meeting or by the Council. One third of the Council will retire annually, these being the members who have held the longest term of office since last elected. During 2018, the Trustees advertised for individuals from potential beneficiaries who would like to act as Trustees and Mrs D. Redman and Mrs D. Ali were appointed as Trustees by the Council of Management

There are no employees of the Company. All the administration of the Company has been provided by an Administrator. No member of the Council of Management possessed any interests in the Company during the year (December 2017: £nil). The Council of Management receives no remuneration for their services (December 2017: £nil). Under the guarantee within the Company's Memorandum of Association the liability of each member of the Company is limited to £1.

Name and registered office of the Company

The full name of the Company is Tony Rampton Trust. The Trust received a dispensation from Companies House allowing it to omit Limited from its name. The registered office is Centre of Excellence, Hope Park, Trevor Foster Way, Bradford, BD5 8HH. The charity operates from an office at 11 Manor Close, Notton, Wakefield, WF4 2NH.

Tony Rampton Trust

Report of the Trustees and the Council of Management (continued) **For the year ended 31st December 2018**

Principal activities

The Company is a registered charity, which applies its funds for charitable purposes at the discretion of the trustees, in accordance with the objects of the charity. The Trust was established in 1974 by the donation of a number of shares in Freemans plc to the Company.

Objects and activities

The objects of the charity, as set out in the Memorandum of Association, are primarily to assist eligible current and former members of staff of Freemans Plc, Grattan Plc and Freemans Grattan Holdings, and certain members of their families who are encountering financial or other difficulties. The charity also supports the charitable organisations which both current and former members of staff are involved with or have recommended, and Former and Retired Staff Associations.

Business Review

The Trust had a very satisfactory year increasing its disability aids and hardship grants by increasing its visibility and reach to potential beneficiaries.

Income from its investment portfolio rose to £356,635 (2017 : £335,081) and total charitable donations were £286,646 (2017 : £260,495). In particular, grants for disability aids rose to £152,523 (2017 : £116,020), for financial hardship were £23,361 (2017 £16,034) and grants to support charitable activity were £110,762 (2017 : £128,441), including £37,000 (2017 : £35,000) to Former and Retired Staff Associations. The increase in disability aids shows the very valuable role The Trust is playing in supporting beneficiaries and improving their lives. The Trust policy remains to controls its charitable grants and other expenditure to ensure it never has to reject an eligible disability or hardship request.

Administrative expenses of £53,928 (2017: £46,650), are mainly represented by administrators costs of £28,045 (2017: £26,867) and increased expenditure on communications to potential beneficiaries.

As well as the investment income received there has been a net investment loss totalling £803,331 (2017: gain £434,636). The value of the Trust investment portfolio reduced to £8,759,919 (2017 £9,563,249) after a significant period of increase in asset values due to volatile and weaker performance of global investment markets. The Trust is a long term investor and the investment portfolio is externally managed with the objective to provide sufficient income to support the activities of the Trust and to maintain the capital value of its fund in real terms. Reductions in value will occur and are not of concern unless they persist and affect the income generation of the Trust. Since the end of the year, there has been a partial recovery of the reduction in the value of the portfolio.

Loans to staff encountering financial difficulties totalled £17,280 at 31st December 2018 (2017: £25,228). There was no new loans granted during the year (2017: £nil).

The Council of Management are of the opinion that the Trust has sufficient funds to cover its present and future obligations.

The Company intends to continue to act to fulfil its charitable objects.

Tony Rampton Trust

Report of the Trustees and the Council of Management (continued) **For the year ended 31st December 2018**

Results

The statement of financial activities for the year is set out on page 8. The Trust generated a surplus of income over expenditure of £16,224 (2017 £27,978). This amount has been added to the undistributed net income of the Trust.

Reserves

The value of the fund at the year-end was £8,893,639 (2017: £9,680,746). The funds are invested in order to generate the Company's primary source of income. The Trustees have a reserves policy of maintaining sufficient undistributed net income to relieve the hardships of qualifying applicants at all times and, after paying all administrative expenses, to support the voluntary work for charitable causes by qualifying applicants in a consistent manner.

Statement of Disclosure of Information to Auditors

The trustees of the charity who held office at the date of approval of this Report of the Trustees each confirm that:

So far as they are aware, there is no relevant audit information, needed by the charity's auditors in connection with preparing their report, of which the charity's auditors are unaware, and they have taken all the steps that they ought to have taken as trustees in order to make themselves aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

Bankers

HSBC Bank plc
240 Lavender Hill
London
SW11 1LH

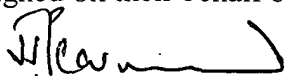
Investment Managers

Rathbones
Investment Management
Port of Liverpool Building
Pier Head
Liverpool
L3 1NW

Auditors

The auditors, Torevell Dent (Audit) LLP, having expressed their willingness to continue in office, will be proposed for re-appointment in accordance with Section 485 of the Companies Act 2006.

This report was approved and authorised for issue by the Council of Management on 2019 and signed on their behalf by:



Mr J.J. Pearmund
Council Member

Date... 23 May 2019

Tony Rampton Trust

Report of the Trustees and the Council of Management (continued) **For the year ended 31st December 2018**

Statement of Council of Management Responsibilities

The trustees (who are also directors of the charity for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with the applicable law and United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards, comprising Financial Reporting Standard 102 The Financial Reporting Standard Applicable in the UK and Republic of Ireland (FRS 102) and SORP FRS 102 "Accounting by Charities".

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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for the period. In preparing these financial statements, the trustees are required to:

- a) Select suitable accounting policies and then apply them consistently;
- b) Observe the methods and principles in the Charities SORP;
- c) Make judgements and estimates that are reasonable and prudent;
- d) State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- e) Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Tony Rampton Trust

Independent Auditors' Report to the members of Tony Rampton Trust **For the year ended 31st December 2018**

We have audited the financial statements of Tony Rampton Trust for the year ended 31 December 2018 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102.

This report is made solely to the charity's trustees, as a body, in accordance with section 144 of the Charities Act 2011 and regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and its trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of Trustee and auditors

As explained more fully in the statement of Trustees' responsibilities, the Trustees, who are also the directors of Tony Rampton Trust for the purposes of company law are responsible for the preparation of the accounts and for being satisfied that they give a true and fair view.

The Trustees have elected for the accounts to be audited in accordance with the Charities Act 2011 rather than the Companies Act 2006. Accordingly we have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

Our responsibility is to audit and express an opinion on the accounts in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards required us to comply with the Auditing Practice Board's Ethical Standards for Auditors.

Scope of the audit of the accounts

An audit involves obtaining evidence about the amounts and disclosures in the accounts sufficient to give reasonable assurance that the accounts are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Trustees; and the overall presentation of the accounts. In addition, we read all the financial and non-financial information in the Trustees' Annual Report to identify material inconsistencies with the audited accounts and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Tony Rampton Trust

Independent Auditors' Report to the members of Tony Rampton Trust Continued **For the year ended 31st December 2018**

Opinion on accounts

In our opinion the accounts:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2018 and of its income and endowments and application of resources, including its income and expenditure, for the year ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you if, in our opinion:

- the information given in the Trustees' report is inconsistent in any material respect with the accounts, or
- the charitable company accounts are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.
- adequate accounting records have not been kept by the charitable company.



Samantha J. Sutcliffe
Senior Statutory Auditor

Torevell Dent (Audit) LLP
Chartered Certified Accountants
Statutory Auditor
Centre of Excellence
Hope Park
Trevor Foster Way
Bradford
West Yorkshire
BD5 8HH

23rd May 2019

Tony Rampton Trust**Statement of Financial Activities**
For the year ended 31st December 2018

	Note	Year Ended 31 st December 2018 Unrestricted Funds £	Year Ended 31 st December 2017 Unrestricted Funds £
Income and endowments from:			
Investments	7	356,635	335,081
Other	8	139	23
Donations and legacies		24	19
		-----	-----
Total Income		356,798	335,123
		-----	-----
Expenditure on;			
Charitable Activities	2	110,762	128,441
Disability Aids Grants	3	152,523	116,020
Hardship Grants	4	23,361	16,034
Other Expenditure:			
Administrative expenses	5	53,928	46,650
		-----	-----
Total Expenditure		340,574	307,145
		-----	-----
Net income/(expenditure)		16,224	27,978
		=====	=====
Other Recognised Gains & Losses			
Gains / (losses) on investment assets:			
Realised		(710,181)	-
Unrealised		(93,150)	434,636
		-----	-----
Total Investment Gains/(losses)	9	(803,331)	434,636
		-----	-----
Net Movement in Funds		(787,107)	462,614
Total Funds brought forward		9,680,746	9,218,132
		-----	-----
Total Funds carried forward		8,893,639	9,680,746
		=====	=====

The statement of financial activities includes all gains and losses recognised in the period. All incoming resources and resources expended derived from continuing activities.

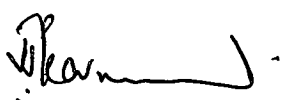
Tony Rampton Trust

Balance Sheet

As at 31st December 2018

	Note	Year Ended 31 st December 2018 Unrestricted Funds £	Year Ended 31 st December 2017 Unrestricted Funds £
Fixed assets			
Long term investment assets	6	8,471,567	9,471,252
Current assets			
Loans to current & retired staff		17,280	25,228
Current assets investment	6	288,351	91,997
Cash at bank and in hand		123,024	98,787
		-----	-----
		428,655	216,012
		-----	-----
Liabilities			
Creditors: amounts falling due within one year		(6,583)	(6,518)
		-----	-----
Net current assets		422,072	209,494
		-----	-----
Total net assets		8,893,639	9,680,746
		=====	=====
The Funds of the charity			
Unrestricted permanent capital and general funds	9	8,893,639	9,680,746
		-----	-----
Total Funds		8,893,639	9,680,746
		=====	=====

These financial statements were approved and authorised for issue by the Council of Management on 23rd May 2019 and signed on behalf of the Council of Management:


Mr J.J. Pearmund
Council Member

The notes on pages 11 to 18 form part of these financial statements.

Tony Rampton Trust

Income and Expenditure Account
For the year ended 31st December 2018

	Note	Year Ended 31 st December 2018 Unrestricted Funds £	Year Ended 31 st December 2017 Unrestricted Funds £
Income from continuing operations			
Dividends	7	356,635	335,081
Interest	8	139	23
Donations		24	19
		-----	-----
		356,798	335,123
		-----	-----
Expenditure			
Grants	2, 3 & 4	286,646	260,495
Administrative Expenses	5	53,928	46,650
		-----	-----
		340,574	307,145
		-----	-----
Surplus of income over expenditure from continuing operations		16,224 =====	27,978 =====

The notes on pages 11 to 18 form part of these financial statements.

Tony Rampton Trust

Notes To The Financial Statements **for the year ended 31st December 2018**

1. Accounting policies

These financial statements are prepared on the going concern basis. There are no material uncertainties in respect of the company's ability to continue as a going concern. The financial statements are prepared under the historical cost convention, on an accruals basis, and in accordance with the Companies Act 2006 and applicable accounting standards in the United Kingdom.

The particular accounting policies adopted by the Council of Management are described below.

Accounting convention

The financial statements are prepared under the historical cost convention as modified by the revaluation of investments to market value.

Investments

Investments are stated at market value. Realised and unrealised gains or losses on investments are reflected as a change in the permanent capital of the Company. Investment management costs are charged against capital value of investments.

Direct charitable expenditure

Direct charitable expenditure includes all expenditure directly related to the objects of the charity.

Grants Payable

Grants payable are accounted for when the Council of Management have accepted a legal or moral obligation to make a grant and when the amount has been ascertained.

Interest income/expense

Interest is accounted for on an accruals basis.

Dividend income

Dividend income is recognised net of income tax, in the period of receipt.

Provision against irrecoverable loans

Provision is made against loans, which the Council of Management considers are unlikely to be repaid.

Depreciation

Assets for the use of grant beneficiaries are fully written off in the year of purchase through the grants account.

Tony Rampton Trust

Notes To The Financial Statements Continued **for the year ended 31st December 2018**

Allocation of costs

The company does not pay staff costs or fundraising or publicity costs. All other operating expenses are classified as management and administrative costs.

Taxation

As a registered charitable company Tony Rampton Trust is exempt from corporation tax.

Cash Flow Statement

The company qualifies as a small company under the Companies Act 2006. The directors have elected to take advantage of the exemptions under the SORP FRS102 not to prepare a cash flow statement.

Fund Accounting

Unrestricted permanent capital and general funds represent funds which are expendable at the discretion of the trustees in the furtherance of the objects of the charity.

Tony Rampton Trust**Notes To The Financial Statements Continued**
for the year ended 31st December 2018

	Year Ended 31st December 2018 Unrestricted Funds £	Year Ended 31st December 2017 Unrestricted Funds £
2. Charitable Donations		
Grants to support staff charitable activities £1,000 and above		
Age UK	2,250	3,000
Anah Project	1,250	-
Asiatic Utd	-	1,750
Asward Arts	-	3,000
BEAP	2,250	-
Bradford Central Foodbank	1,369	1,445
Bradford Disability Club	2,250	-
Bradford Disability Football Club	-	1,500
Bradford District Sea Angling	-	3,250
Bradford Mauritian Association	1,250	1,250
Bradford Moor YSA	-	1,750
Bradford Park Ave Supporters Club	-	1,750
Breast Cancer Care	2,622	3,250
Cancer Aid Foundation	1,625	1,640
Cancer Research UK	4,950	1,445
Cathedral Archer Project	1,192	-
Duchenne UK	1,424	-
Gatehouse Vet Group	-	1,750
Horsfall Community Trust	1,250	-
Hebden Bridge Boxing	-	1,750
Just4Children	-	6,325
Keighley Area Sports Assn	-	1,750
Khidmat Centre	1,250	-
Manningham Mills	3,500	-
Marie Curie	-	1,500
Macmillan Cancer Care	-	1,025
Nene Park Trust	1,250	-
Northcliffe Church	-	2,250
Revolution Dance Studios	1,250	1,750
Road Peace	1,000	-
Rotherham Hospice	1,500	-
Saltaire World Heritage Ed Assn	-	3,000
Carried Forward	33,432	46,130

Tony Rampton Trust**Notes To The Financial Statements Continued**
for the year ended 31st December 2018

	Year Ended 31 st December 2018 Unrestricted Funds £	Year Ended 31 st December 2017 Unrestricted Funds £
2. Charitable Donations (continued)		
Brought Forward	33,432	46,130
Scar	-	1,750
Sedgbergh Amateur Boxing Club	-	3,000
Sewa Day	-	1,500
Shapla Sports Initiative	-	3,000
Solving Kids Cancer	1,050	-
St Davids Hospice	5,452	-
St Lukes Hospice	-	1,428
Steel City	-	1,750
Teenage Cancer Trust	1,230	1,500
The Students Exploring Marriage	1,500	-
The Thornbury Centre	3,250	3,250
Thornton United	-	1,750
Toller FC	-	1,750
Undercliffe Youth Comm Assoc	-	1,750
United Sports	-	1,750
Whittlesey Ramsey RC	1,250	-
Winchester Vineyard Church	1,500	2,250
Worldwide Cancer Research	1,855	-
Yorkshire Cancer Research	2,487	3,858
Retired Staff Association – Bradford	9,000	8,000
Retired Staff Association – Sheffield	9,000	9,000
Retired Staff Association – Peterborough	8,000	8,000
Retired Staff Association – Freemans	11,000	10,000
	----- 90,006 -----	----- 111,416 -----
Other Grants (less than £1,000)	20,756 -----	17,025 -----
Total Donations Payable	<u>110,762</u>	<u>128,441</u>

Tony Rampton Trust**Notes To The Financial Statements Continued**
for the year ended 31st December 2018

	Year Ended 31st December 2018 Unrestricted Funds £	Year Ended 31st December 2017 Unrestricted Funds £
3. Disability Aids Grants		
Material grants payable by the trust:		
Disability Aids for members and ex-members of staff and their families	145,777	109,878
Insurance of Disability Aids Equipment and other	6,746	6,142
Total Disability Aids Grants	152,523	116,020

	Year Ended 31st December 2018 Unrestricted Funds £	Year Ended 31st December 2017 Unrestricted Funds £
4. Hardship Grants		
Hardship Grants	23,361	16,034
Total Hardship Grants	23,361	16,034
Final total donations and grants	286,646	260,495

	Year Ended 31st December 2018 Unrestricted Funds	Year Ended 31st December 2017 Unrestricted Funds
5. Administrative Expenses		
Administrators Costs	28,045	26,867
Audit Fees	2,175	2,175
Other	23,708	17,608
Total Administrative Expenses	53,928	46,650

Tony Rampton Trust

Notes To The Financial Statements Continued for the year ended 31st December 2018

6. Investments

Investments stated at market value comprised:

Type of Security	31 st December 2018			31 st December 2017		
	£	Portfolio % Weighting	Yield %	£	Portfolio % Weighting	Yield %
Fixed Interest UK & Overseas	873,014	10.00	6.3	1,000,801	10.50	6.1
Equities	6,735,874	76.80	5.3	7,507,438	78.43	3.16
Infrastructure	347,066	4.00	5.4	395,925	4.10	5.3
Indirect Property	207,975	2.40	5.3	225,450	2.40	4.8
Private Equity	307,638	3.50	-	341,638	3.60	-
Long Term Investments	8,471,567	96.70	3.5	9,471,252	99.03	5.03
Current Asset Investments	288,351	3.30	-	91,997	0.97	-
Total Investments	8,759,918	100.00	3.9	9,563,249	100.00	3.4

	Year Ended 31 st December 2018 Unrestricted Funds	Year Ended 31 st December 2017 Unrestricted Funds
	£	£
Investment at start of the period	9,563,249	9,128,613
Purchases	899,848	1,468,933
Sales	(1,096,202)	(1,422,950)
Increase in current asset investments	196,354	(45,983)
	9,563,249	9,128,613
Net Investment Gains/ (Losses)	(803,331)	434,636
	8,759,918	9,563,249

Under the agreed charging structure Rathbones deducted fees of £56,462 (December 2017: £56,427) in arriving at these figures during the period ended 31st December 2018.

Tony Rampton Trust

Notes To The Financial Statements Continued
for the year ended 31st December 2018

	Year Ended 31st December 2018 Unrestricted Funds	Year Ended 31st December 2017 Unrestricted Funds
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7. Investment Income

Dividends	356,635 =====	335,081 =====
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Investment income is recognised, net of income tax, in the period of receipt.

	Year Ended 31st December 2018 Unrestricted Funds	Year Ended 31st December 2017 Unrestricted Funds
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8. Interest Receivable

Bank Interest	139 =====	23 =====
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	Year Ended 31st December 2018 Unrestricted Funds	Year Ended 31st December 2017 Unrestricted Funds
	£	£

**9. Unrestricted Permanent Capital and General Funds
Movement and Reconciliation**

Opening Unrestricted Funds	9,680,746	9,218,132
Net Investment Gains/ (Losses)	(803,331)	434,636
Continuing Operations	16,224	27,978
	-----	-----
Closing Unrestricted Funds	8,893,639 =====	9,680,746 =====

Tony Rampton Trust

Notes To The Financial Statements Continued **for the year ended 31st December 2018**

Value of accumulated undistributed net income

The closing funds include accumulated undistributed net income of £152,712 (2017: £136,488).

	Year Ended 31st December 2018			Year Ended 31st December 2017		
	Capital	Income	Total	Capital	Income	Total
	£	£	£	£	£	£
Opening Position	9,544,258	136,488	9,680,746	9,109,622	108,510	9,218,132
Investment Profits/(Loss)	(803,331)	-	(803,331)	434,636	-	434,636
Incoming/ (Outgoing) Resources	-	16,224	16,224	-	27,978	27,978
Closing Position	8,740,927	152,712	8,893,639	9,544,258	136,488	9,680,746

10. Information Regarding Employees and the Council of Management

There are no employees of the Trust. All the administration of the Company has been provided by the Administrator. No member of the Council of Management possessed any interest in the Company during the year (2017: £nil). The Council of Management receives no remuneration for their services (2017: £nil). Under the guarantee within the Company's constitution the liability of each member of the Company is limited to £1.

11. Format of Financial Statements

Compliance with the provisions of the Companies Act 2006 with respect to the form and content of these accounts would not present a true and fair view. Accordingly the Council of Management have departed from these provisions only in so far as is necessary to give a true and fair view.

In particular, the detail included in the income and expenditure account gives a more meaningful view of the Trust than a profit and loss account prepared in Companies Act format and the classification of reserves as shown is more appropriate than the standard Companies Act headings. Neither of these departures has any effect on the reported result for the year or the net asset position of the Trust at the year-end.

12. Related Party Transactions

Mr N Finnigan is both a member of the Council of Management of the Tony Rampton Trust and the Vice Chairman of the Thornbury Centre. During the year the Thornbury Centre received a grant of £3,250 (2017: £3,250). Mr G Marshall is a member of the Council of Management of the Tony Rampton Trust, and carried out voluntary work for the Winchester Vine Church which received a grant of £1,500 (2017: £2,250). Mr R Colledge is a member of the Council of Management of the Tony Rampton Trust, and carried out voluntary work for AGE UK which received a grant of £2,250 (2017: £3,000). Mr N Finnigan, Mr G Marshall and Mr R Colledge took no part in the decision to agree to provide the above grants.